

## **Community Safety Committee**

**Tuesday, 08 November 2016 at 14:00**

**County Hall, County Hall, West Bridgford, Nottingham, NG2 7QP**

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### **AGENDA**

1	Minutes of last meeting held on 27 Sept 2016	3 - 6
2	Apologies for Absence	
3	Declarations of Interests by Members and Officers:- (see note below) (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	
4	Presentation on Policing in Nottinghamshire - DCC Simon Torr	
5	Community Safety Budget - Request for funding	7 - 12
6	Community Safety Update	13 - 20
7	Update on the Work of the Community Voluntary Sector Team	21 - 26
8	Update on Key Trading Standards Matters	27 - 34
9	Registration Fees for 2017-18 and 2018-19	35 - 42
10	Update on Emergency Planning and Registration Services	43 - 48
11	Work Programme	49 - 52

## **Notes**

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact David Ebbage (Tel. 0115 977 3141) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting **COMMUNITY SAFETY COMMITTEE**

Date **Tuesday 27 September 2016 at 2.00 pm**

**membership**

Persons absent are marked with 'A'

**COUNCILLORS**

Glynn Gilfoyle (Chairman)

Chris Barnfather  
John Clarke  
Maureen Dobson  
Alice Grice

Bruce Laughton  
Rachel Madden  
Darrell Pulk  
Stuart Wallace

**OFFICERS IN ATTENDANCE**

Rob Fisher  
Sarah Houlton  
Mark Hughes



Adult Social Care, Health & Public Protection

David Ebbage



Resources

Sally Gill  
Cathy Harvey



Place

**MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 19 July 2016 were confirmed and signed by the Chairman.

**APOLOGIES FOR ABSENCE**

None

**DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS**

Councillor Bruce Laughton declared a private interest in Agenda item 13 – Update on Emergency Management and Registration Services.

**HATE CRIME PRESENTATION.**

Andy Peacock, Community Safety Officer and Dave Alton from Nottinghamshire Police gave Members an update on the reported levels of Hate Crime in Nottinghamshire and the effect on communities in particular since the referendum.

## **RESOLVED 2016/045**

That the contents of the presentation be noted.

## **UPDATE ON THE WORK OF THE COMMUNITY AND VOLUNTARY SECTOR TEAM**

Sally Gill, Group Manager, Planning updated Members on the work of the Community and Voluntary Sector Team.

## **RESOLVED 2016/046**

That the work undertaken by the Community and Voluntary Sector team be noted.

## **COMMUNITY SAFETY BUDGET – REQUEST FOR FUNDING**

Sarah Houlton, Group Manager, Trading Standards & Community Safety sought approval for committing a total of £8,262 from the Community Safety Initiatives Budget.

The following point was outlined in the report:-

- In relation to the electronic identification devices (EIDS), the Committee agreed if the service needed to purchase more devices, they had the Committees approval to do so.

## **RESOLVED 2016/047**

The following spends from the Community Safety Initiatives Budget for 2016/17 be approved:-

- a) Video Conferencing Equipment (£5,812)
- b) Illegal Fishing-signage (£700)
- c) Horse Awareness Campaign (£450)
- d) Animal Movement Control: Electronic Identification Devices (£1,300)

## **COMMUNITY SAFETY UPDATE**

Sarah Houlton updated the committee about Key Community Safety matters.

## **RESOLVED 2016/048**

That the various developments in the areas of work contained in the report be noted.

## **COMMUNITY SAFETY STAFFING STRUCTURE**

Mark Hughes from Trading Standards sought approval for the addition to the staffing structure of the Community Safety Team.

## **RESOLVED 2016/049**

That the committee approved for an initial period of two years from the date of appointment:-

- The re-definition of 1 fte post of the Community Safety Officer (scp 39-44) to Team Manager – Community Safety, indicative Band D (scp 42-47), and:-
- The establishment of 0.5 fte post of Community Safety Officer, Band C, (scp 39-44)

## **BETTER CARE FUND – MASS MARKETING SCAMS PREVENTION WORK**

Sarah Houlton, Trading Standards, requested that the Committee agreed the establishment of two temporary posts for a 12 month period to provide additional officer resource within the Trading Standards & Community Safety Service for mass marketing scams prevention work.

She outlined the following point in the report:-

- A business case was submitted to request additional resource (£76,786) to support Trading Standards mass marketing scams prevention work, which was approved at the BCF Board in July.

## **RESOLVED 2016/050**

That the establishment of two temporary posts within the Trading Standards & Community Safety Service for a period of 12 months to provide additional capacity needed to undertake scams prevention work be agreed.

## **COMMUNITY EMPOWERMENT & RESILIENCE PROGRAMME**

Cathy Harvey, Community & Voluntary Sector Team Manager, updated Members on developments within the Community Empowerment and Resilience Programme (CERP) and sought approval for the establishment of 3 temporary Neighbourhood Coordinator posts for a period of 18 months to support this Programme within the Community and Voluntary Sector Team.

## **RESOLVED 2016/051**

- To agree the establishment of three temporary posts within the Community and Voluntary Sector team for the period of 18 months.
- To note the progress of the Community Empowerment & Resilience Programme.

## **UPDATE ON THE USE OF THE REGULATION OF INVESTIGATORY POWERS ACT**

Mark Hughes from Trading Standards updated the Committee on activities undertaken by Trading Standards and Community Safety using the Regulation of Investigatory Powers Act.

## **RESOLVED/052**

That the information contained within the report be noted.

## **UPDATE ON KEY TRADING STANDARDS MATTERS**

Mark Hughes, Trading Standards updated the Committee on Key Trading Standards matters. He outlined the following point in the report:-

- The caution which was given to a farmer who had moved his sheep within the 6 day legal requirement has been accepted.
- The team are making process in regards to the suppliers of the illicit tobacco which is being supplied in Nottinghamshire.

## **RESOLVED 2016/053**

That the updates from the previous meeting and the various developments in the areas of work contained in the report be noted.

## **UPDATE ON EMERGENCY MANAGEMENT & REGISTRATION SERVICES**

Rob Fisher provided an update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services. He outlined the following in her report:-

- Nottingham Forest Football Club have now restored full capacity and there have been no problems from the recent inspections.
- There has been 2,600 weddings conducted across the county.
- Members requested a visit to Arnott Hill House when the building is open.

## **RESOLVED 2016/054**

That the recent key activities and events in the work of the Emergency Planning Team and Registration and Celebratory Services be noted

## **WORK PROGRAMME**

## **RESOLVED 2016/055**

That the work programme be noted.

The meeting closed at 3.48pm

## **CHAIRMAN**

**8<sup>th</sup> November 2016**

**Agenda Item: 5**

## **REPORT OF THE SERVICE DIRECTOR SOUTH NOTTINGHAMSHIRE AND PUBLIC PROTECTION.**

### **COMMUNITY SAFETY BUDGET UPDATE: REQUEST FOR FUNDING.**

#### **Purpose of the Report**

1. To seek approval for committing a total of **£12,500** funding from the Community Safety Initiatives Budget for 2016/17.

#### **Information and Advice**

##### **Community Safety Budget**

2. Each year, a proportion of the Community Safety Budget is allocated to initiatives across the County that are designed to reduce crime, disorder and anti-social behaviour, reduce the fear of crime, and increase levels of community safety and confidence within our communities. Initiatives are targeted at vulnerable communities, and are designed to tackle the issues that are causing the most harm to communities and individuals.
3. Funding approved to date from the “initiatives” element of the Community Safety Budget for 2016/17 are summarised in the following table:

The total funding available within the Community Safety Initiatives budget for 2016/17 is:	<b>£212,380</b>
Funding from the OPCC for the Community Safety Team acting as the “Accountable Body” for the grant received from the OPCC*.	<b>£25,000</b>
<b>Total</b>	<b>£237,380</b>
Vulnerable Persons Panels: Social Worker	(up to) £32,000
Contribution to the work of the Safer Nottinghamshire Board: Locality Working	£100,000
The Heartstone Odyssey	£5,000
Safer Nottinghamshire Board Workshop	£680
Dragon’s Den Style Project 8	£3,750
Promoting Community Cohesion	£10,000

Hawtonville Community	£3,500
Contribution towards the Complex Needs Worker/Homelessness Support in Newark	£5,000
Commemoration Event – Battle of the Somme	£300
Video Conferencing Equipment	£5,812
Horse Awareness Campaign	£450
Illegal Fishing Signage	£700
Animal Movements Control (Electronic Identification Devices (EID's))	£1,300
<b>Current Balance</b>	<b>£68,888</b>

(\*£25,000 received from the Office of the Nottinghamshire Police and Crime Commissioner (OPCC) for acting as the “Accountable Body” for the grant received from OPCC. Monitoring and co-ordinating use of this funding, ensuring maximum impact by effective interface with other funding sources. Providing lead officer support to SNB Champions for priority thematic/geographic work areas. Providing communication messages as appropriate.)

#### **Locality Integrated working - £5,000**

4. In January 2016, the Safer Nottinghamshire Board agreed to undertake a review of its role and functionality, in order to ensure its operating arrangements were fit for purpose. The review findings in April 2016, included an emphasis in developing and embedding the principals of more integrated working on a locality basis.
5. Integrated working is a principal achieved through collaboration and co-ordination at all levels, across all services, in both single and multi-agency settings. At an operational level, integrated working is facilitated by adopting common service delivery models, tools and processes.
6. The request for £5,000 is to provide Community Safety Partnerships (CSP's) the support to facilitate workshops in establishing the principals and culture to enable effective integration, and to also identify the key areas for collaboration. The funding requested relates to improving work to reduce the incidence of Domestic and Sexual Abuse.
7. Community Safety Partnership Strategic Groups are the key drivers in linking the policies emanating from Central Government, with the objectives of the Safer Nottinghamshire Board, the Police & Crime Commissioner, and other local commissioned service providers.
8. Therefore, integrated working workshops are seen as the most effective means to work collaboratively with partners to identify obligations, refocus partnership efforts, and reinvigorate strategic membership and engagement.
9. The aim and purpose of integrated workshops is to:
  - Ensure that the best service is delivered locally; and



- Encourage corporate buy-in from a range of agencies on issues important to communities

10. Outcomes and benefits of the integrated workshops will be reported back to this committee and the SNB.

### **Heartstone Digital in Nottinghamshire - £5,000**

11. The Heartstone Odyssey epic adventure book is a story, which is delivered in 3 different formats of fiction, photo documentary and historically based story, which challenges racism, xenophobia and other forms of intolerance. The Heartstone Odyssey also builds contact, communication and understanding across different nationalities, cultures, races and backgrounds.

12. This project, previously supported by the Community Safety Committee initiatives budget, assisted to deliver the Heartstone project into 10 schools in Nottinghamshire, reaching young people in Years 5 and 6.

13. This further request for £5,000 will act as 'seed funding' to support the following digital extension, which will take advantage of the opportunities the project has already created, and also respond to what the participating schools have indicated they need to maximise the impact to children:

- Develop digital resources as detailed below; and
- Engage with a further block of schools, covering all ages from 9-16, where the new resources can be piloted.

14. The total developmental cost of £15,000 required for this phase will be secured from a variety of partners, including companies, trusts and other funding partners in Nottinghamshire. The funding will cover:

- Production costs for packs for 20 schools (10 existing, and 10 reaching older age groups);
- Delivery of training sessions for 2 schools participating (1 at start of project, and 1 midway through); and
- Final evaluation for circulation.

15. **Timetable** - Work on this project will start immediately, as it is the intention is to have sufficient initial development work undertaken by the time of a House of Commons event taking place on November 15 2016, when the Heartstone Odyssey is being showcased.

16. This is a unique and timely opportunity to secure profile at a national level, and will be the start of development of a resource made in Nottinghamshire with major potential for use in schools nationwide.

17. **Sustainability** - The intention is to ensure the project is sustainable, as it is delivered by the class teachers themselves, not by an outside agency, thus allowing the project to be repeated with subsequent classes.

18. The digital version has been identified by teachers as something which could greatly enhance their role and the project's sustainability.
19. It is hoped that additional funding can be secured from partners in the County for the staging of a major conference event. It is hoped that this would take place at the end of the summer term or early in the autumn term of 2017, to highlight this project to new authorities, to the Home Office, the Department for Education, and the Department for Communities and Local Government.

### **Virtual Reality Goggles for Road Traffic Collision Reduction - £2,500**

20. Nottinghamshire Fire & Rescue Service (NFRS) currently works with a number of agencies in order to reduce road traffic collision casualties. The service has been focussing on the young driver age group due to the high number of killed and serious injuries (KSI) figures for this age group. The work carried out with the County Road Safety Team and local magistrates on the RTC Awareness days has seen some real impact on the road death figures for the 16 – 24 year old age group over the past two years.
21. In addition to this, NFRS has carried out liaison with the Young Offenders Team in Mansfield and Nottingham, this work takes place in the form of small workshops with young people from extremely socially challenging backgrounds and needs an entirely different approach when engaging with them. We are now looking at widening this experience to engage with young offenders all over Nottinghamshire.
22. In the past, NFRS has often carried out exercises where they get local fire crews to cut apart a car to demonstrate how we rescue trapped casualties. The effectiveness of this is quite limited and it isn't practical for smaller groups of people.
23. NFRS have been given the opportunity to utilise virtual reality headsets in order to give a much more personal experience of how it feels to be involved in a road traffic collision. The technology gives the wearer a totally unique engagement and it gives them a first-hand experience of being involved in a serious crash and the experience of being extricated by firefighters after the crash.
24. The next emerging trend for road deaths within the City and County of Nottinghamshire area is 25 – 34 years age group which have seen a large increase in road deaths in recent history. Many of these road deaths have been connected to distractions behind the wheel of a vehicle and NFRS are currently investigating opportunities to utilise the virtual reality headsets in order to reduce the statistics with this difficult to reach group.
25. NFRS are also engaging with a regional fire service virtual reality working group. This group will focus on opportunities to utilise the same technology to give fire safety training and advice for members of the public. This will enable the service to save lives not only on the roads, but also in the home by means of fire prevention education.
26. The request for £2,500 from the Community Safety Initiatives budget for the purchase of the virtual reality goggles (approx. £450 per pair) will be match funded by a £2,500 contribution from Nottinghamshire Fire & Rescue Service.

## Other Options Considered

27. There will be other options for use of the 2016/17 community safety initiatives budget and proposed spends of the remaining balance **£56,388** will be the subject of future reports to the Community Safety Committee.

## Reason/s for Recommendation/s

28. Community Safety remains one of the key concerns for the residents of Nottinghamshire. The recommendations contained within this report will enable funding to action a range of targeted projects, specifically designed to combat issues of crime and disorder, anti-social behaviour and fear of crime. Any reductions in these issues will encourage the development of strong, healthy and vibrant communities thus reducing risks to those deemed as vulnerable within those communities

## Statutory and Policy Implications.

29. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## Financial Implications

30. The report proposes total expenditure of £12,500 out of the remaining Community Safety Initiatives budget of £68,888, leaving £56, 388.

## RECOMMENDATION/S:

31. That Members approve the following proposed spends of **£10,000** from the Community Safety Initiatives Budget for 2016/2017:
- a. Local Integrated Working - **£5,000**
  - b. Heartstone Digital in Nottinghamshire - **£5,000**
  - c. Virtual Reality Goggles - **£2,500**

**PAUL MCKAY**

**Service Director, South Nottinghamshire & Public Protection**

32. For any enquiries about this report please contact: Vicky Cropley, Team Manager Community Safety x 72040, or Yvette Armstrong, Community Safety Officer, Trading Standards & Community Safety x73058.

### **Constitutional Comments (SLB 27.10.16)**

33. Community Safety Committee is the appropriate body to consider the content of this report.

### **Financial Comments (CT 24.10.16)**

34. The financial implications are contained within Paragraph 24 of this report.

### **Background Papers and Published Documents**

35. Review of the Safer Nottinghamshire Board: Final Report (August 2016)

### **Electoral Division(s) and Member(s)**

36. All

8<sup>th</sup> November 2016

**Agenda Item: 6**

## **REPORT OF THE SERVICE DIRECTOR SOUTH NOTTINGHAMSHIRE AND PUBLIC PROTECTION.**

### **COMMUNITY SAFETY UPDATE**

#### **Purpose of the Report**

1. To update the Community Safety Committee about key Community Safety matters.

#### **Information and Advice**

##### **Professional Information Network (PIN) Workshop**

2. The Community Safety and Trading Standards teams are currently working with health colleagues in supporting the development of a Professional Information Network.
3. A discussion, facilitated by Health England on the 16<sup>th</sup> September, allowed partner agencies to discuss the merits of establishing a combined City and County PIN group across all partner agencies, looking at substance misuse issues, with a particular focus on Psychoactive Substances.
4. Partners discussed the role and purpose of PIN's, how PIN's had been developed elsewhere, and if a PIN was needed across the County and City. The Derby City PIN, established two years ago, was viewed as a good practice model that could be potentially adopted.
5. The Derby City PIN model is over seen by the local NPS Steering Group, which reports into the Health and Wellbeing Board for the area. Risk identified can then be escalated to the Derbyshire Safeguarding and Children's Board, via the steering group membership.
6. The Derby PIN works to the Action Plan headers of:
  - Prevention/awareness;
  - Treatment; and
  - Intelligence/Enforcement.

7. The Committee will be provided with regular updates about the development of the City and County Professional Information Network group.

### **Preventing Violent Extremism**

8. The Community Safety team recently met with the Senior Advisor from the Home Office leading on Preventing Violent Extremism, to discuss how local authorities have responded to the 'Prevent Duty', which became a statutory responsibility of local authorities in 2015.
9. The advisor confirmed from the recent work undertaken, and from observing the work at the multi-agency Nottinghamshire Prevent Training, chaired by the Community Safety team, that "Nottinghamshire would be within the top quartile of LA's in their response to the Prevent Duty".
10. Further funding will be made available in 2017/18 for Prevent initiatives, which will be applied for to incorporate work towards "building resilience" and "British values" amongst our young people.
11. This work will continue to form part of the remit of the Hate Crime Strategic Group reporting to the Safer Nottinghamshire Board (SNB), ensuring the key linkages between the 'Prevent' and 'Safeguarding' agendas are maintained.

### **Controlling Migration Fund**

12. In October, the Home Secretary, Amber Rudd, announced in her conference speech that a £140m Controlling Migration fund was to be launched. The fund is designed specifically to ease the pressures on public services in areas of high migration, and at the same time, implement strategies to reduce illegal immigration.
13. There will be two parts to the Controlling Migration Fund:
  - £100m available for proposals to mitigate local impacts of recent migration. This will be open to bids from English local authorities; and
  - A further £40m worth of Home Office led immigration enforcement activity forms part of the Fund. This will be available across the UK. The Home Office is looking at how local authorities can influence this work.
14. Government is currently preparing and soon to publish the prospectus, in setting out the scope of the Fund, and how councils can bid against the £100m (£25m each year) available for local service impacts of recent immigration.
15. This money will be available to support proposals to mitigate impacts on established residents of high levels of immigration into their communities – either at the very local level (such as within a ward) or across a larger area.

16. Where the evidence supports it, Government would expect proposals could cover a range of issues including, but not limited to:
- tackling rogue landlords or migrant rough sleeping;
  - supporting learning English language;
  - projects to develop understanding of social norms and expectations; and
  - data gathering.
17. Bids will be led by English local authorities, but could be in partnership with other English local authorities, public bodies and/or the voluntary and community sector. There will be no fixed bid deadline.
18. Since the Home Secretary's announcement, officers are currently co-ordinating the collection of relevant data and information regarding migration in Nottinghamshire, and details of any challenges, or impacts this may have had on our communities and our service provision.
19. Early (and informal) guidance from the Home Office is that bids can be for a maximum of two of the years (between 2016 and 2020).
20. The Community Safety team is currently looking to submit a bid for 2017-2019, as a joint initiative from the County Council and our District and Borough Council colleagues, adopting the successful approach already used in accessing Prevent Funding in 2015/16.
21. This work will form part of the Safer Nottinghamshire Board and the New and Emerging Communities agendas, and also has links with the Modern Slavery agenda.
22. Linked to the Controlling Migration fund, a multi-agency partnership meeting will take place in November to agree the way forward. The meeting will scope issues connected with New and Emerging Communities, and will ensure the Authority is well placed to bid into the new Controlling Migration Fund.
23. Updates to the Committee will be provided as work progresses.

## **Modern Day Slavery**

24. The Community Safety team is working with the Safer Nottinghamshire Board Anti-Slavery Champion on the development of a draft action plan a key feature of which will be establishing strong links into activities in Nottingham City and the East Midlands Strategic Migration Partnership.
25. The programme of activity will include developing training, education and awareness programmes, as well as sharing good practice and intelligence to address slavery and trafficking across the area. More will also be done to promote and advertise prosecutions and investigations, as well as strengthening the way people can refer incidents of human trafficking to the authorities.

26. The Anti-Slavery partnership will support the Police and Gangmasters Licensing Authority (GLA) to disrupt the activities of perpetrators, and is also seeking to work closely with national and local community and voluntary sector organisations, such as the Red Cross, the Salvation Army, and Faith representatives.
27. The draft action plan was launched on Anti-Slavery day (18 October) by the Police and Crime Commissioner, alongside representatives of the Chief Constable and the Bishop of Nottingham. The Community Safety Team is also developing a County Council response to this issue, and looking to ensure that transparent systems and procedures (around staff and service procurement) are in place.
28. This will include developing a training programme with the Gangmasters Licensing Authority to improve staff awareness of the issue and to enable them to spot and report incidences.

### **Vulnerable Person Panels (VPP)**

29. The first Vulnerable Persons Panel Development Board met on Thursday 13 October.
30. As a key part of this meeting, a new terms of reference (TOR) was discussed in expanding the remit of Vulnerable Persons Panels, from working just with victims of antisocial behaviour, to wider work with adults with complex needs, but who do not meet the current threshold for statutory services.
31. The intention of the VPP Board is to expand current membership to include other key stakeholders, to get representation from mental health services, plus the new Victims Service commissioned by the Office of the Police and Crime Commissioner (OPCC).
32. A key concern for VPP panels remains in relation to mental health issues. In moving forward on this agenda, a plan will be developed, which will inform the wider project on Integrated Working, commissioned by Safer Nottinghamshire Board.
33. Current and future developments will be led by the Service Director for South Nottinghamshire & Public Protection, in his role as Vulnerable Persons champion, supported by the community safety team.

### **Community Safety Social Worker**

34. The Social Worker (Community Safety) for South Nottinghamshire, commenced in post in October.
35. This role is part funded by the three Borough Council's in the South, with match funding made available by the Office of the Police and Crime Commissioner (OPCC) in supporting the Vulnerable Persons delivery plan.
36. The South Nottinghamshire Social Worker post will be part of the Community Safety team for one year, where performance reports will be provided on a quarterly basis, with updates provided to this committee.



## **Gypsy Romany Traveller Liaison (GRT) update**

37. **Joint Strategic Needs Assessment** - Work continues in building relationships and awareness amongst partners and colleagues in ensuring Gypsy and Romany Traveller (GRT) needs are being met, and that those needs are reflected within the Joint Strategic Needs Assessment (JSNA) being produced by Public Health.

38. Key work areas include:

- Work with the Chief Executive of Beaumont House Hospice in Newark to discuss the 'end of life' section in the JSNA, and support service provision; and
- Information and advice to Public Health for the Domestic Violence section of the JSNA – in order to fully address GRT needs in service provision.

39. A final draft for sign-off will be presented to the Gypsy Romany Traveller Health and Social Care Partnership in December, which will then be forwarded to Public Health.

40. **Achievement and Education** - Work is ongoing with the Achievement and Education Team to identify any gaps in provision in terms of schools. The process of data of collection in comparing national data trends on issues such as achievement, retention, transition has already commenced, and will link into a wider review.

41. Work will be undertaken with the ten primary schools who participated in the Heartstone project, following on from the Gypsy and Romany Traveller history month.

## **Other Options Considered**

42. None

## **Reasons for Recommendations**

43. It is recommended that the Community Safety Committee notes the various developments in the areas of work contained in this report.

44. The report is a regular update to the Community Safety Committee to keep them abreast of local and national developments and our community safety work.

## **Statutory and Policy Implications**

45. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

46. This report contains no additional financial implications, with activity reported or that proposed being contained within the existing service budget.

## **RECOMMENDATIONS**

47. It is recommended that the Community Safety Committee notes the various developments in the areas of work contained within this report.

**PAUL MCKAY**

**Service Director, South Nottinghamshire & Public Protection**

**For any enquiries about this report please contact: Sarah Houlton, Team Manager Trading Standards & Community Safety x 72460 or Yvette Armstrong Community Safety Officer, Trading Standards & Community Safety x 73058**

## **Constitutional Comments (SLB 27.10.16)**

48. This report is for noting only.

## **Financial Comments (CT 24.10.16)**

49. The financial implications are contained within Paragraph 46 of this report.

## **Background Papers and Published Documents**

- Home Office 'Prevent Action Plan'
- Police and Crime Plan 2016 – 2018
- A New 'Controlling Migration Fund for the UK' (August 2016)

## **Electoral Division(s) and Member(s) Affected**

50.All



**8 November 2016****Agenda Item: 7**

## **REPORT OF THE CORPORATE DIRECTOR OF PLACE**

### **UPDATE ON THE WORK OF THE COMMUNITY AND VOLUNTARY SECTOR TEAM**

#### **Purpose of the Report**

1. To update members of the Community Safety Committee on the work of the Community and Voluntary Sector Team.

#### **Information and Advice**

2. The priorities of the team have been identified as working in partnership with the voluntary and community sector:
  - to improve preventative and core services that help strengthen the local community;
  - to streamline the corporate grant aid process; and
  - to promote localism by working with communities to increase community involvement in the way services are shaped and delivered.
3. A key strategic priority for the Council is to ensure that Nottinghamshire has strong communities that are safe and thriving. The reality of the challenges faced means that the Council of the future will be different in the way it is shaped, organised and how services are delivered. The Council is committed to working in partnership with local communities, voluntary groups and volunteers to provide services.
4. Work being undertaken by the team seeks to support ways to develop and strengthen engagement with communities, moving towards a changed landscape of local services with new and innovative models being implemented. The contribution made to improving public services and well-being in Nottinghamshire by communities and the voluntary sector is recognised and supported through both an extensive grant aid programme and direct hands-on support from Community Officers.
5. Over recent years economic circumstances have drastically changed how organisations are funded with the result that only the most well organised third sector groups can thrive and provide a valuable contribution to the local community. Only by being robustly established and equipped to respond to new challenges can the wealth of voluntary sector organisations across the County maximise the positive impact that they have on local communities.

## **Working with Communities**

6. The work of the Community and Voluntary Sector Team underpins the Council's commitment to building on its reputation of working in partnership with the community and voluntary sector to help build local capacity. The range and scope of activities which members and officers are involved in seek to help to drive programmes with communities to deliver local solutions and move towards providing services in a different way.
7. The Council has several important roles to play in supporting communities to:
  - Build a strong sense of community, capacity and pride through collaborative partnerships.
  - Engage in the planning and delivery of services.
  - Generate and sustain their own capacity to respond to the challenges which Nottinghamshire faces.
8. Building confident and stronger communities is especially important within the current climate and the Team has been working with different communities across Nottinghamshire to help support local activities. These activities bring individuals together to celebrate the uniqueness of localities by helping to encourage and empower communities to take ownership and pride in the places they live and the people they live with. Examples of this include:

### **Nottinghamshire Heritage Forum**

9. Official confirmation has been received that the Forum has been awarded a Heritage Lottery Fund (HLF) grant of £23,100 to enhance the Somme film shows. The C&VS Team will be working with the forum and community hosts, who will each organise another Notts WW1 Home Front project between now and 2019. The forum will use the data collected from these and existing events to decide if a mobile museum, 'Nottinghamshire Life', would be achievable and sustainable.

### **North Leverton HUB**

10. The pilot project to combat social isolation came to an end in October 2016. Rural Community Action Nottinghamshire (RCAN) representatives attended a meeting to explain continuation of the project after October. RCAN are funded through NCC Grant Aid to expand the project to Sturton and Misterton and work with volunteers to develop sustainability. The C&VS Team are working within the partnership to continue contributing to the project and are currently investigating funding sources to improve working arrangements and to investigate the possibility of adult education being delivered in the Leverton area.

### **Oaktree Lane Youth Project**

11. Two residents from the Oaktree Lane estate in Mansfield, with experience in youth work, are keen to set up a Youth Club. The C&VS Team are currently working with the Youth Service and Oak Tree Primary School to establish a partnership that will explore options. The main challenge is finding a suitable premises, so a mapping exercise is now underway to address this concern.

## **Firbeck Colliery Community Memorial Garden**

12. Firbeck Main Colliery was first sunk between 1923 and 1925, closing 43 years later in 1968. During the life of the Colliery, 61 Miners died. A committee of local people, including former miners, are seeking to create a memorial garden in memory of the 61 who were killed. They have developed a real momentum with some local fundraising activities and have the support of the parish council. They are looking to raise in the region of £30,000. The C&VS team are supporting the project and have offered assistance with identifying funding and support with applications. Assisting them with identifying shortfall funding and configuration of the jigsaw of funding will help move the project forward.

## **Oasis Men's Group**

13. A meeting has taken place between a member of the C&VS team and the OASIS project. OASIS is a self-help group based in Kilton, for male survivors of sexual abuse. Support has been offered to explore funding opportunities with the aim of expanding the service to Worksop. The C&VS team have been supporting the group to identify a couple of Trust Funds that may consider offering some financial support and have also offered to review any applications that are made.

## **TenFifty**

14. TenFifty is a monthly night club event in Mansfield that supports adults with a learning disability to experience the night club scene, develop new social networks and have fun in a safe environment. The events cost in the region of £600 each to run, with some of the costs being met from subscriptions from those attending. However, many people with learning difficulties are not financially independent, so the C&VS team is supporting the organisers to secure sponsorship from local companies. The team have identified the top 20 companies in Mansfield/Ashfield and have drafted a sample letter seeking sponsorship.

## **Voluntary Sector Engagement**

15. The team have recently been engaged in the planning and delivery of services, providing input to several strategic meetings, conferences, workshops and annual general meetings. This follows the engagement strategy and priorities set out by the County Council, which ensures that the voluntary sector sustain their own capacity to respond to the challenges which Nottinghamshire faces. These include:

- Bassetlaw Rural Conference on 22 September 2016 at Town Hall, Retford
- Newark and Sherwood Community and Voluntary Service (N&S CVS) Older Persons event, 28 September 2016, Salvation Army Balderton. Present at the event were 14 service providers and 60 residents who discussed service provision and future needs.
- Community Empowerment & Resilience Programme – Steering Group, CERP, event. 29 September 2016. Action points centred on the, adoption of goals and strategy, review of communication and feedback mechanisms, and next steps.
- Armed Forces Mental Health Conference and Networking event. 30 September 2016, Chetwynd Barracks. Attended by 72 delegates. Key note speaker Lt Col Stewart Hill retd (who suffer a traumatic brain injury whilst in Afghanistan and has since become involved in a number of projects including Walking with Wounded and Invictus Choir) opened the event. The theme of the day was **Page 28 of 52** mental health needs of our armed forces

community'. There were 7 guest speakers, who highlighted the role of the Armed Forces in the transition and resettlement of service leavers, The National Health Service response to the Armed Forces Covenant, barriers to engagement and support given by Veterans UK. Two points raised by delegates have provided additional information to be included on our supporting armed forces webpage. These are direct links to the NHS Mental Health services and the Probation Service (criminal justice service).

- HealthWatch Commissioners Central. 6 October 2016, Leicester. Development day that looked at collaboration, re-commissioning and governance models across the HealthWatch network.
- Rushcliffe Community and Voluntary Service, RCVS, AGM. 18 October 2016. This was well attended (75 people) with a partner market place highlighting health and social care related services in Rushcliffe. Presentations were received from a service user of the community transport scheme, the local Rotary Club and the local Patient Participation Group. RCVS are looking in the long term at a transformation programme over the next two years to make the organisation sustainable and have engaged a consultant to lead on this work – the team have agreed to meet with her and discuss the approach and explore possibilities.

## **Armed Forces Champion**

### **Soldiering on Awards**

16. The Veterans Information Network Nottinghamshire (VINN) has been nominated for the "Working Together Award" in recognition of an individual, team or organisation that has demonstrated an enduring commitment and collaborative approach to supporting the sector within the wider community. In particular, Nottinghamshire County Council has been praised for the development of a webpage on its public website which supports the armed forces by providing an accessible tool offering support and information to those working with the Armed Forces Community. The nomination has been made by The Royal British Legion – East Midlands as a model of good practice.

## **Community Commemoration Fund**

17. Some 293 volunteer hours have gone into the planning of 139 scheduled days of activity across the county. It is estimated that 1,900 local residents will attend or take part in events that commemorate the Great War in their community. The qualifying period for activities is August 2016 to January 2017. Contributions totalling £4,000 have been awarded from the Community Commemoration Fund, releasing an additional £1,819.50 of match funding from various sources assuring successful completion of all the suggested events. Activities include:
  - As part of a history project children from Asquith Primary School will learn about the Great War and then develop a memorial garden consisting of a memorial plaque and seat. To show case what they have learnt, pupils will host a Great War themed assembly in front of parents, family and invited guests.
  - St Marys' Bell Ringers, Blidworth will purchase a Peal Board<sup>1</sup>, where the details of 54 local men will be recorded and placed in the local church. At an appropriate date the bells will peal to signify the passing on each of those killed in action.

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<sup>1</sup> Peal Board: a record on a wooden board, metal or stone plaque, often to mark a historical event such as a royal occasion or the death of a soldier.



- Farnsfield Bell Ringers on the anniversary of each death of a local serviceman killed during the Great War, will quarter peal<sup>2</sup> St Michael's church bells. To mark this event the group will purchase a Peal Board, which will be erected in the local church to act as a permanent reminder.
- Edwinstowe St Mary's Bell Ringers will erect a permanent Peal Board on the wall of the ringing chamber in the church, to record the 31 quarter peals that have been rung.
- Sutton Youth Radio are delivering five workshops in Ashfield secondary schools that specifically focus on the communication methods used at the time of the outbreak of the Great War and how it compares to today. Students who have taken part will then have a chance to describe their experiences on air to an estimated audience of 25,000 listeners.
- Netherfield Forum are hosting an intergenerational commemoration event consisting of: Gedling Homes Choir, music of the day, an exhibition, a Royal British Legion film show and samples of food of the day.

### **Other Options Considered**

18. The report sets out how the Council priorities are being addressed.

### **Reason/s for Recommendation/s**

19. To inform Members of Community Safety Committee of work undertaken to support the community and voluntary sector in Nottinghamshire

### **Statutory and Policy Implications**

20. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **RECOMMENDATION/S**

21. To note the work undertaken by the Community and Voluntary Sector Team.

**Tim Gregory**

**Corporate Director, Place**

**For any enquiries about this report please contact:**

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<sup>2</sup> A Quarter Peal consists of ringing 1,260 changes and typically lasts for about 45 minutes.

**Cathy Harvey**

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### **Constitutional Comments**

This report is for noting only

### **Financial Comments (SES 19/10/16)**

There are no specific financial implications arising directly from this report.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- 'None'

### **Electoral Division(s) and Member(s) Affected**

- All

8<sup>th</sup> November 2016

Agenda Item: 8

## **REPORT OF THE SERVICE DIRECTOR SOUTH NOTTINGHAMSHIRE AND PUBLIC PROTECTION.**

### **UPDATE ON KEY TRADING STANDARDS MATTERS**

#### **Purpose of the Report**

1. The purpose is to:
  - a) update the Committee on key Trading Standards matters; and
  - b) seek approval to increase the Trading Standards establishment by 0.2FTE.

#### **Information and Advice**

2. **Primary Authority Partnerships** – as previously reported, the Service is able to enter into Partnerships with businesses in order to help secure their compliance with relevant and often complex law, through the delivery of bespoke advice and support. The partnerships allow the Authority to recoup the full cost of the support to the businesses by charging those businesses. The partnerships are managed by the Better Regulatory Delivery Office, part of the Department for Business, Energy and Industrial Strategy.
3. 'Assured advice' given under these statutory partnerships is binding on other regulators, giving our businesses the confidence to invest in new products or systems, knowing they can rely on the high quality and pragmatic advice. Our officers work with the businesses to ensure that they get things right first time, every time, and they promote Nottinghamshire as a business friendly county by helping business to grow.
4. The Authority has recently entered into two new Primary Authority Partnerships, one with JTF Wholesale Limited, a well-known multi-site retailer based near Tuxford, and secondly Farmer Fear, a cider producer based near Sutton Bonington. Our officers are already working hard to support the businesses concerned, and help them to achieve their business aspirations, while fully meeting their legal obligations.
5. **Commercial Development Unit** – as Members will be aware, a team from the Service was recently involved in the pilot process of the Authority's Commercial Development Unit. The team worked with support from colleagues across the Authority to develop a proposal to increase the level of external income attracted into the Authority.

6. In October, the team presented the final proposal to the Chief Executive and other Senior Colleagues sitting as an assessment panel. The proposal developed is supported by an evidence pack, which explores the impacts and benefits of the approach proposed. Having passed scrutiny by senior officers, the proposal will now be considered by Policy Committee for formal approval in November. If accepted, oversight will fall on to the Community Safety Committee on an ongoing basis.
7. **Mass Marketing Scams Work** – our work to tackle the scourge of the mass marketing scammers continues, and moves into a new phase, courtesy of the Better Care Funding recently awarded by Adult Social Care and Health Committee. Committee Members will recall to obtain the funding, the Service made a strong case to show the detrimental impact of mass marketing scams on the ability of some of our Older Adults to live independent lives.
8. The funding has already been used to backfill and add a Trading Standards Officer into the team, and at the end of October, it will be further enhanced when joined by a Community Care Officer.
9. The Police Community Support Officer that has been supporting the work ends her secondment with us on 21<sup>st</sup> October. Her efforts have been greatly appreciated.
10. Two recent examples of scam interventions include:
  - Officers visited a resident who first came to our attention via a MASH referral for a doorstep crime incident. During the visit, 28kg of scam mail was removed from the resident's home, most dating from 2004 to 2012. We are now monitoring the situation to see how much post is currently being received, to gauge the current extent of the problem. As ever, we will work closely with other key agencies providing support to protect him from a range of frauds. We are unsure as to exactly how much money has been lost, and probably will never know.
  - Officers make regular referrals to Nottinghamshire Fire and Rescue having identified potentially dangerous situations. Following a visit to a scam victim, officers identified that the daughter would be unable to escape the property in the event of a fire due to her disabilities. Further, her family would be unable to support her due to their own difficulties. Our officers made a referral, advice has been given on fire safety, and fire crews are now aware of the situation in the property.
11. **Banking Protocol** - work to develop a Banking Protocol for Nottinghamshire has begun, to try and improve links with the banks and building societies, and to encourage consistency in reporting of doorstep crime and scam issues.
12. **Friends Against Scams** – A national 'Friends Against Scams' campaign ([www.friendsagainstsams.co.uk](http://www.friendsagainstsams.co.uk)) has been launched, by the National Trading Standards Scams Team. The aim of the project is to protect and prevent people from becoming victims of scams by empowering communities to take a "Stand Against Scams".
13. **European Commission Directorate General for Health and Food Safety (DG HFS) - Fact Finding Mission** – The Food Standards Agency (FSA) has contacted the Service as

one of the County's premises has been selected for visit by the DG HFS (formerly the Food and Veterinary Office (FVO)) on an upcoming fact finding mission in November.

14. The business is the representative of a number of third country establishments that export certain animal feed additives into the UK. The DG HFS is coming to the UK in order to gather information on the UK's implementation of the system of controls on imports from third country establishments. This mission will look at all controls nationally, locally, and at ports at individual feed businesses.
15. It is likely that DG HFS will want to gain a good understanding of the business, the nature and scale of products it imports from outside the European Union, and what it undertakes in its role as a third country representative. It will also explore the official controls the business is subject to by Trading Standards and relevant control processes the business has in place for ensuring the safety of feed it imports from outside the European Union.
16. **Illicit Tobacco** – officers continue to work closely with the Police and other Local Authorities in sharing intelligence to tackle the illicit tobacco supply in the County. There are currently 16 individuals on Police bail suspected of committing crimes relating to the supply of illicit tobacco. These relate to on-going investigations into 4 shops within the County.
17. For the second quarter of this financial year, 227,000 cigarettes (over 11,000 packs) have been seized plus over 800 individual packs of hand rolling tobacco, with a retail value of £102,000 and £15,000 respectively.
18. **Approved Trader Scheme - Check a Trade** – following the end of the free trial period for existing Buy with Confidence members, we currently have 196 live approved traders, and there are 10 new applications currently being processed.
19. **Animal Health** – Officers have been working with the Animal & Plant Health Agency (APHA) regarding a farmer from North Nottinghamshire who had permitted the transport of sheep on two separate occasions that were not fit for transport due to horns in-growing into the eyes. It is an offence to transport livestock that are either psychologically or physically unfit. This farmer had also sent a heavily pregnant sheep to a Derbyshire slaughterhouse, giving concerns over his abilities to manage animal welfare and disease issues effectively.
20. Derbyshire and Nottinghamshire Trading Standards both issued formal warnings which were also recorded with the relevant Farm Assurance Schemes (an industry self-regulation mechanism). A joint inspection with APHA of the farm was then conducted to ensure compliance for disease control and animal feeding stuffs purposes – no further issues were identified, but he will be closely monitored going forward.
21. **Metrology (Weights and Measures) Quality Manual Peer Audit** – duly appointed external auditors from other Local Authority Weights and Measures Departments recently visited the Service to ascertain that the Authority remains competent to hold notified body status to carry out European wide verification for specified and highly specialist weighing and measuring equipment. The closing meeting of the audit was positive, with no major non-conformances identified. We await formal written confirmation of the outcome.

22. **Petroleum** – Officers have been working closely with Nottinghamshire Fire & Rescue Service's Persons at Risk Team (PART) regarding a resident who was storing petrol driven gardening equipment in a ground floor flat, putting himself and others at risk.
23. A strong smell of petroleum coming from the flat was first reported by the ambulance service, and raised concerns due to the material stored, and the living conditions of the resident. Working with the PART team, the resident was informed and educated and was helped to move the machinery into alternative storage in a lockable garage.
24. **Psychoactive Substances** – since the introduction of the Psychoactive Substances Act and the clarification in the roles of Trading Standards Officers and the Police in enforcing the legislation, a partnership approach has been developed to allow effective information sharing and targeted Police led enforcement.
25. Force Intelligence at Nottinghamshire Police incorporates psychoactive substances into their misuse of drugs programme, which means that the sale and use is closely monitored throughout the County, alongside classified drugs. This allows for all intelligence to be collated centrally so that it can be disseminated quickly and acted upon appropriately.
26. Through this approach, information has been received about six recent collapses that have occurred in Northamptonshire directly linked to one type of psychoactive substance. There is nothing to suggest the particular substances or batches in question is currently available in Nottinghamshire, however given the proximity, it is important that we are vigilant, and react to any reports.
27. Nottinghamshire Police have already issued a media release alerting residents to the dangers, however as with all such incidents, the specifics about the brand and batch remain classified, as we need to avoid people deliberately trying to source it, use it, or to advertise their own.
28. **Regional "Scambusters" Team – Operation Spinnaker** – On 27<sup>th</sup> and 28<sup>th</sup> October, 10 individuals are due to be sentenced at Nottingham Crown Court for their part in an advertising fraud that targeted small businesses across the United Kingdom and Europe.
29. At the height of their activities, the turnover of the group of businesses is estimated to have been £7m per year. The group used high pressure sales techniques, exaggerated distribution figures and often misleading businesses into thinking that their publications would be promoted at high profile events.
30. One common tactic employed involved contacting businesses to announce they had won an 'award' from one of their publications, but would only ever be received for a fee. There were also numerous occasions where the group made unauthorised withdrawals from customers' credit and debit card accounts.
31. The sentencing comes at the end of a 5 year investigation, one of the most significant tasked to one of the national Scambusters teams. Throughout this period, the investigation has been fully funded by government funds, latterly channelled via the National Trading Standards Board.

32. **Operation Schooner** - the team has been tasked an investigation in to the activities of two companies involved primarily in the supply of environmental/green technology products. It is believed a number of the actions of the companies may constitute fraud, with a significant number of elderly and vulnerable consumers having lost significant sums of money.
33. In what is an all too familiar way of operating, many victims have been sold unsuitable equipment, received poor workmanship, not received necessary documents, not had work undertaken at all, and some have not had deposits returned when requested.
34. In recognition of the national significance of the case, the Trading Standards National Tasking Group recently awarded national funding to our team to progress the investigation.
35. **Legal Action Update** - On the 22nd April 2016 Mr Hassan, Mr Salah and Mr Kadir were arrested for the supply and possession of counterfeit and dangerous cigarettes. The supply is connected to the retail store known as Andrews News and Booze at Sutton in Ashfield.
36. All three were sent to the Crown Court, and subsequently appeared on the 23<sup>rd</sup> May. Mr Khadir pleaded guilty to the charges, whilst Hassan and Salah pleaded at a later time with sentencing listed for the 21<sup>st</sup> October 16. A third person, Rekant Azizi, has been joined into the case, has also pleaded guilty, and is due for sentence on the same day.
37. Mr Salah had been previously dealt with by Trading Standards, selling dangerous cigarettes in the same shop. He was given a 4 month suspended prison sentence with 130 hours unpaid work. Another defendant, previously dealt with linked to this shop, was Ms Rudminate and she was given a conditional discharge and costs of £190.
38. Sherzad Mohammad linked to both Annesley Road Stores and Hucknall Mini Market, Hucknall appeared in the Nottingham magistrate's court on the 10<sup>th</sup> May 2016, charged with the supply and possession of counterfeit and dangerous cigarettes. His case has been sent to the Crown Court for sentencing in October as he has pleaded guilty. Further offences have since been identified and Mr Mohammed's case has now been listed for trial in June 2017, where he will be sentenced for the original matters following the trial for these new matters.
39. There have been a number of seizures and resulting prosecutions with regards to Hucknall Mini Market. These include Aziz Hussain, who was given 70 hours unpaid work and costs of £150, Soren Khder who was given £150 fine and £800 costs and Dana Mira who was given 100 hours unpaid work and £750 costs.
40. James Grozier of National Trade Windows were due for trial in the Northern Derbyshire Magistrates court on the 12<sup>th</sup> July 2016. Mr Grozier had been charged with Fraud offences and offences under the Consumer Protection from Unfair Trading Regulations. He had been taking deposits for work, namely replacement double glazed windows, and then not completing the work or refunding the deposits.
41. Grozier pleaded guilty before the trial, and was sent to the Crown Court, to be sentenced in early January 2017. Grozier has been prosecuted by the Service on two previous



occasions for similar offences, and had been given a total of 392 hours unpaid work and ordered to pay compensation of £6935.

42. Four individuals have now been charged with conspiracy to possess criminal property, namely illicit cigarettes. These are Hersh Mohammed, Alan Ali, Bakir Khalidi and Syrwan Mohammed-Ali. This is a joint investigation with Nottingham City, as two of the premises involved are within the City area. The premises in Nottinghamshire is Outram General Stores at Sutton in Ashfield. Their next hearing is listed for the 21<sup>st</sup> October 2016.
43. In the previous 12 months, Trading Standards have prosecuted seven other defendants connected with Outram General Stores, all for the possession of illicit cigarettes. Mr Alizadeh was given 80 hours unpaid work with £470 costs, while Mr Saidi was given 100 hours unpaid work. Mr Rassul who has been dealt with twice, had a combined sentence of 180 hours unpaid work and £300 costs, and Mr Kumal £165 fine and £50 costs. Mr Hussaini has been caught twice was given 150 hours unpaid work and ordered to pay £800 costs, Mr Kheder 60 hours unpaid work and £200 costs, and Mr Mohamed £360 fine and £220 costs.
44. Mr William Smith, Mr Andrew Smith and Mrs Christine Smith are due to appear in the Nottingham Crown Court on the 20<sup>th</sup> October 2016, individually charged with fraud by misrepresentation. The charges relate to claims made by the business they are involved with, Barn Bacon Limited, that its meat products were 'free range' and from its own farm, when Officers believe them to be untrue. The trials of all 3 are listed for April 2017.
45. On 22nd September 2016 Tyronne Beard, was given a Confiscation Order under the Proceeds of Crime Act by the Nottingham Crown Court following an extensive financial investigation. Beard was ordered to pay £60,081 (available assets identified), and had a criminal benefit figure declared by the Court as £613,163. The available amount has to be paid by 23rd December 2016, and should Beard fail to pay, he will face a default sentence of 4 months imprisonment. The £60,081 has been awarded to be repaid to the 65 victims.
46. **Trading Standards Staffing Structure** – this report seeks approval to make a minor amendment to the Trading Standards staffing structure. The Service currently has 9.2 full time equivalent (FTE) Band B level 4 Trading Standards Officers. One 0.8FTE Level 4 Trading Standards Officer is due to leave the Service shortly to take up employment elsewhere. To make the vacancy more attractive to recruit to, this report seeks approval to increase the post from 0.8FTE to 1.0FTE.
47. The estimated cost involved (£8.9k) is offset by savings of £3.2k made by the recent appointment of a level 3 Trading Standards Officer who requested to work a 34 hour week in a full time 37 hours per week post to assist with child care commitments. The net cost of £5.7k can be met from the Trading Standards staffing budget.

### **Other Options Considered**

48. With regards to increasing the staffing establishment, consideration has been given to advertising the 0.8FTE post.



## **Reason/s for Recommendation/s**

49. Knowledge of the market suggests it is unlikely we would get any applicants for a 0.8FTE role.

## **Statutory and Policy Implications**

50. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Human Resource Implications**

51. The vacant post will be recruited to using the County Council's vacancy control protocol. The recognised trade unions have been consulted and are in agreement with the recommendation to increase the staffing establishment.

## **Financial Implications**

52. This report largely contains no additional financial implications, with activity reported or that proposed being contained within existing service budget. The implications of increasing the establishment by 0.2FTE is £5.7k and that can be met from the existing staffing budget.

## **RECOMMENDATION/S**

- 1) It is recommended that the Community Safety Committee notes the updates from the previous meeting, and the various developments in the areas of work contained in the report.
- 2) It is further recommended that the Community Safety Committee approves increasing the Trading Standards staffing establishment by a 0.2FTE Band B Level 4 Trading Standards Officer.

**Paul McKay, Service Director, South Nottinghamshire & Public Protection.**

**For any enquiries about this report please contact:**

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### **Constitutional Comments (SLB 27.10.16)**

53. Community Safety Committee is the appropriate body to consider the content of this report subject to the Council's Employment Procedure Rules which require all reports regarding staffing structure changes to include HR advice, and for consultation to be undertaken with the recognised trade unions.

### **Financial Comments (CT 25.10.16)**

54. The financial implications are contained within paragraph 52 of this report.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- 'None'

### **Electoral Division(s) and Member(s) Affected**

- 'All'

**8 November 2015****Agenda Item: 9****REPORT OF THE SERVICE DIRECTOR FOR SOUTH NOTTINGHAMSHIRE  
AND PUBLIC PROTECTION****REGISTRATION SERVICE FEES FOR 2017/2018 AND 2018/2019****Purpose of the Report**

1. The purpose of this report is to:
  - a. provide information about Registration Service fees
  - b. seek approval of new and amended fees for 2018 / 2019

**Information and Advice**Background

2. The fees for statutory registration services are set nationally and include the fees for giving notice of the intention to marry or form a civil partnership, and fees for the related ceremonies when taking place at a Register Office. It is possible that during the year the Registrar General or Home Office may make changes to these, and so it is proposed that should this occur then local fees will be re-set to a new figure directly commensurate with the change. Statutory fees have not been increased since April 2012, and it is anticipated that they may be increased from April 2017. Such increases will add significantly to the overall income of the registration service.
3. The level of the statutory fees does not cover the full cost of service delivery, and this places a financial pressure on the service. However, fees for non-statutory services can be set on a cost recovery basis and thereby off-set the cost of providing the service overall. The non-statutory registration services are offered by the County Council under the provisions of the Local Government Act 2000 and the Localism Act 2011. Services include conducting civil marriage and civil partnership ceremonies at premises other than the Register Office, plus a range of celebratory ceremonies including naming ceremonies, celebration of vows, civil funerals and individual citizenship ceremonies. The proposed structure for these fees is set out in **Appendix A** to this report. In some cases, the fees listed cover the next two financial years, as customers may request bookings up to two years in advance.
4. The current fees and those for the financial year 2017 / 2018 were approved by the committee in November 2015. This report contains proposed new and increased fees for 2018 / 2019.

5. The previously agreed fee increases for 2017 / 2018 will realise approximately £15k of additional income compared with 2016 / 2017, assuming an equivalent number of the different types of ceremonies are to be completed within a small overall increase in total number of ceremonies.

#### Proposed fees for 2018 - 2019

6. New fees for 2018 – 2019 are highlighted in Appendix A to this report. These include a fee for new document checking service, which is in response to public demand for a registrar to certify that documents are a true copy of the original seen by the registrar. Also, it is planned that a European Passport Return Service will be introduced in the near future, following tranches of recent introduction of the service across other local authorities. These revised fees will raise approximately £17k of additional income, assuming a similar profile of number and types of ceremony compared with recent previous years.

#### **Other Options Considered**

7. The County Council has discretion over the type and level of non-statutory services and fees.

#### **Reason/s for Recommendation/s**

8. The recommendation is made to gain approval for fees that will enable the Registration Service to off-set the cost of statutory services and provide the public with a range of service options at fees they are content to pay.

#### **Statutory and Policy Implications**

9. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

#### **Financial Implications**

10. The proposed fees are designed to enable the County Council to fully off-set costs associated with providing registration services. This is based on presumed overall take-up of discretionary services by the public, and assuming a normal level of public demand for statutory services, such as the registration of deaths.

### **RECOMMENDATIONS**

It is recommended that:

- 1) the background information contained in the report is noted;
- 2) approval is given for the proposed new and amended fees for 2018/2019.

**PAUL MCKAY**

**Service Director, South Nottinghamshire and Public Protection**

**For any enquiries about this report please contact:**

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**Constitutional Comments**

11. The recommendations in the report fall within the Terms of Reference of the Community Safety Committee

**Financial Comments (KAS 21/10/16)**

12. The financial implications are contained within paragraph 10 of the report.

**Background Papers and Published Documents**

- The Registrar General's Guidance to Authorities for the approval of premises as venues for civil marriage and civil partnerships' (Sixth Edition, 2015)

**Electoral Division(s) and Member(s) Affected**

- All



**Registration Service Fees** (changes are shown in **bold**)

SERVICE	FINANCIAL YEAR	MON - THU	FRI / SAT / SUN	BANK HOLIDAYS
Marriage / Civil Partnership / Naming / Celebration of Vows at an Approved Premise (Deposit = £150)	Current 16-17	£370	£405	£510
	Agreed 17-18	£375	£410	£520
	Proposed 18-19	<b>£385</b>	<b>£420</b>	<b>£530</b>
Standard Marriage / Civil Partnership Ceremonies at Registration Offices (Deposit = £100)		MON - THU	FRI / SAT	SUN / BH
	Current 16-17	£105	£125	N/A
	Agreed 17-18	£125	£150	N/A
	Proposed 18-19	£125	£150	N/A
Enhanced Marriage / Civil Partnership, Naming ceremony / Celebration of vows at registration offices (Deposit = £100).		MON- THU	FRI / SAT / SUN	BANK HOL
	Current 16-17	£200	£305	£370
	Agreed 17-18	£200	£305	£395
	Proposed 18-19	<b>£205</b>	<b>£310</b>	<b>£400</b>
Civil Funeral / Memorial Service <b>Plus £20 for attendance at a second site</b>	Current 16-17	£165		
	Agreed 17-18	£165		
	Proposed 18-19	<b>£175</b>		
Individual Citizenship Ceremonies (Monday to Friday only) No charge for children (under 18)	Current 16-17	£110 (plus £25 for each additional adult applicant)		
	Agreed 17-18	£110 (plus £25 for each additional adult applicant)		
	Proposed 18-19	<b>£115</b> (plus £25 for each additional adult applicant)		
Living Eulogy appointments (Monday to Friday only)	Current 16-17	£90		
	Agreed 17-18	£90		
	Proposed 18-19	£90		

Rehearsal appointments (Monday to Friday only)	Current 16-17	£25
	Agreed 17-18	£25
	Proposed 18-19	£25

#### Approved Premise Licensing

Introductory fee / general fee for non-commercial bodies	Current 16-17	£1435
	Agreed 17-18	£1435
General renewal fee	Current 16-17	£2285
	Agreed 17-18	£2285
Suitability visit	Current 16-17	£110
	Agreed 17-18	£110
The review of a refusal of an approval or the setting of requirements or conditions	Current 16-17	£265
	Agreed 17-18	£265
Changes and amendments to licence	Agreed 17-18	£70
	Proposed 18-19	£70



For immediate implementation from committee decision.

Copy Certificates:

- Standard service – available for collection or despatch in no more than 5 working days = £10 (postal charges apply)
- Express service – same day production and despatch (when possible) = Currently £20, **proposed to increase to £22.50**
- **Hourly search fee for family history applications = £25**
- Family History Research service at £95 for a basic package, plus £25 per hour for further work.

Other fees:

- Approval for religious premises to conduct civil partnerships - £200 administration fee
- Notice taking on Saturdays – Statutory fee, plus £10 per person non-refundable booking fee for Saturday opening
- Double ceremony (e.g. joint marriage and naming ceremony / marriage plus renewal outside) = Marriage fee, plus £155
- Change of name deed £50
- General administrative charge (amendments to ceremonies or any extra administrative tasks relating to a booking) £25.
- **Document checking service – £10**
- **European Passport Return Service - £10**

Nationality Checking

- Adult applicant - Currently £65, plus £10 if passport checking required at the same time. **Proposed to increase to £85, as a combined fee.**
- Child applicant (under 18 years) – Currently £45, plus £10 if passport checking required at the same time. **Proposed to increase to £65, as a combined fee.**



**8 November 2016****Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR FOR SOUTH NOTTINGHAMSHIRE  
AND PUBLIC PROTECTION  
UPDATE ON EMERGENCY PLANNING AND REGISTRATION SERVICES****Purpose of the Report**

1. To provide an update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services.

**Information and Advice****Emergency Planning**Winter weather emergency planning

2. On 11 October, members of the emergency planning team joined with Highways, Via, Media and Communications colleagues for a half-day Winter Readiness / Adverse Weather Workshop. The aim of the event was to consider the County Council and Via's readiness for responding to adverse winter weather conditions, requiring a response over and above normal day-to-day working practices. This objectives for the event were:
  - To outline the incident response / emergency management structures within Nottinghamshire County Council and Via
  - Ensure these structures dovetail with each other in the event of severe weather
  - Confirm roles and responsibilities
  - Explore the decision making process during response
  - Identify any significant changes to existing plans and procedures for winter weather
  - Identify any further considerations with communicating with the public, partners and Elected Members during winter weather conditions (before, during and after)
  - Provide assurance to senior managers and Elected Members that Nottinghamshire is prepared and ready for winter
3. The Workshop included briefings on the existing severe weather emergency plans and the highways winter maintenance plan, followed by discussion exercises around scenarios based on flood events and ice and snow incidents. At the end of the event, participants agreed that the aim and objectives had been met in full, and that assurance can be offered that the County Council is prepared and ready for responding appropriately to the impact of winter weather.

Safety at Sports Grounds

4. A during-performance match-day inspection was carried out at the Mansfield Town versus Notts County fixture on 8 October. An appropriately high degree of attention to safety matters was exhibited by the Mansfield Town safety team, and it was noted that the recommendations made following the corresponding fixture last season's fixture had been implemented in a very positive manner by the club. Also, officers are pleased to report that a very positive attitude is taken by the General Safety Certificate holders for the club, Tina Broughton, Paul Broughton and Stephen Middleton, and that Alan Lakin and his safety team demonstrate a very high standard of safety management on match days. As a consequence, Councillor Gilfoyle has written to the Chairman of the club to record the County Council's appreciation of the diligent approach taken towards safety management by the club.
5. Fully satisfactory during-performance safety inspections were completed at Nottingham Forest football club during the period when their capacity was restricted and since. Most recently, the club has nominated a second person to be a holder of the General Safety Certificate for the club, and the addition of Acting Safety Officer Brian Walton has been approved by the Safety Advisory Group for the ground.
6. With regard to Nottinghamshire County Cricket Club, the emergency planning team will monitor the ground redevelopment work at Trent Bridge Cricket Ground during the closed season. This will see the construction of the first phase of an extension to the Radcliffe Road stand. The second and final stage will be added during the 2017 – 2018 season.

#### Voluntary Agencies Training

7. The emergency planning team participated in the planning and delivery of Exercise Trent Evocatus, Which took place on 24 September as part of the programme of work for the Nottingham and Nottinghamshire Local Resilience Forum 'Voluntary Agencies Steering Group'. The event took the form of a training exercise at the National Water Sports Centre, Holme Pierrepont, based on a severe flooding event.
8. The aim of the exercise was to increase the knowledge and understanding of volunteers regarding their own and other agencies' incident response roles and responsibilities. This was accompanied by a set of objectives including to increase awareness of the Voluntary Sector's capacity and capability in emergency planning, response and recovery activity amongst local partners. A further objective was to improve engagement, trust and confidence between the Local Resilience Forum partners and local Voluntary Sector organisations in order to utilise effectively the voluntary sector capabilities for emergency planning, response and recovery activity.
9. The event started with demonstrations of water and land rescue techniques by Nottinghamshire Fire and Rescue Service, East Midlands Ambulance Service, the RSPCA, Wafersafe UK, and Nottinghamshire Search and Rescue. The event then moved on to a live documentation exercise to test the evacuee registration process, giving the participants who had previously attended the registration training an opportunity to put theory into practice. Volunteers for this part of the exercise included police cadets and uniformed public services students from Central College.

10. The event was well attended, with participation from voluntary agencies including the British Red Cross, Nottinghamshire 4x4 Response, Rapid Relief Team, and Cruse Bereavement. Refreshments and meals were provided by the Rapid Relief Team who demonstrated their capability to be able to provide welfare in the event of an emergency.

### Rest Centres Survey Work

11. On occasions, during emergencies, it may be necessary to evacuate people from their homes to remove them from danger. Immediate temporary accommodation may be in the form of any suitable nearby building, selected by the emergency services that can serve as an immediate 'Place of Safety'. If the incident is likely to be prolonged then a 'Rest Centre' is required, normally hosted within a leisure centre. These pre-designated facilities will be staffed by County Council and other key agencies and volunteers, and can provide a wide range of services for evacuees.
12. Several of the designated rest centres around the county have been subject to change in recent times. Newark & Sherwood District Council have opened the newly built Newark Sports and Fitness Centre, which replaces the Grove Leisure Centre, and is now the designated rest centre in the Newark area. Ashfield District Council were reviewing their rest centre provision, which triggered new surveys for the Lammas Leisure Centre and Selston Leisure Centre. The rest centre layout for the latter now includes a Nottinghamshire County Council youth services building, and this has triggered further work to be done to look at the suitability of youth services buildings across the county as potential places of safety.
13. In addition, Gedling Borough Council requested a change of rest centre in the Arnold area, from the Redhill Leisure Centre to Arnold Leisure Centre. This was prompted by a request from Redhill Academy, who share a site with the leisure centre, wanting to have sole control of the sports hall. Arnold Leisure Centre has a theatre facility, rather than a sports hall, but recent developments require a more flexible approach to how rest centres are laid out. The issue with academies wishing to have more control over shared sites may arise in other areas of the county in the future.

## **Registration and Celebratory Services**

### Unusual marriage ceremonies

14. Periodically our registrars are called upon to conduct marriage ceremonies under sad or uncommon circumstances, and must be ready to do so at a moment's notice. These include death-bed marriages, where a person wishes to marry but is terminally ill and unable to attend a venue that is licensed for marriages or civil partnerships. This is done under a 'Registrar General's Licence'.
15. Unlike other marriages, no residential qualification is necessary for either partner in a death-bed marriage, and the notice of marriage or civil partnership can be given by just one person. Medical evidence is required of the sick person's condition and their capacity to understand the nature and purpose of the ceremony. Both parties must be legally free to marry or sign the civil partnership register, and normal evidence is

required in respect of name, age, and marital/civil partnered status. There is no waiting period for a Registrar General's Licence and once it is granted the marriage or civil partnership can take place at any time, day or night, within one month of the granting of the licence. In an emergency, if someone's health deteriorates suddenly and the Customer Service Centre is closed, the service can be contacted via the emergency planning 24/7 Duty Officer.

16. Similarly, registrars are required (upon request) to facilitate an application for a 'waiver' of the statutory 28 day waiting period before a marriage can take place. This is normally due to extreme personal circumstances, such as family member's illness or a military assignments. Such applications are considered by the General Register Office, who may decline the request if it is considered ineligible.
17. Inmates of HM Prisons are able to marry, and our registrars are required to conduct these ceremonies. Such marriage and civil partnerships ceremonies have taken place in all prisons in Nottinghamshire, including Lowdham Grange, Ranby, Whatton and Rampton Hospital. Prisoners' circumstances are included in the 'housebound and detained' provisions of marriage and civil partnership legislation. Registrars must make specific preparations for these ceremonies. The Governor of the prison has to issue authority for the marriage to take place before the couple can give notice of marriage. The registrars then visit the prison to take the notice, and return to conduct the ceremony. Each visit is subject to specific risk assessment and oversight by prison staff. Typically, there are two or three prison marriages in Nottinghamshire each year.

### **Other Options Considered**

18. None.

### **Reason/s for Recommendation/s**

19. To update the Committee on this area of work contained within its remit.

### **Statutory and Policy Implications**

20. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

21. There are no financial implications for Emergency Planning or Registration budgets.

### **RECOMMENDATION**

It is recommended that the Committee notes the update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services.

**PAUL MCKAY**

**Service Director, South Nottinghamshire and Public Protection**

**For any enquiries about this report please contact:**

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### **Constitutional Comments**

22. As this report is for noting only, no Constitutional Comments are required.

### **Financial Comments**

23. There are no financial implications

### **Background Papers and Published Documents**

- None

### **Electoral Division(s) and Member(s) Affected**

- All





**8 November 2016****Agenda Item: 11****REPORT OF CORPORATE DIRECTOR, RESOURCES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's updated work programme for 2016/17.

**Information and Advice**

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.

**Other Options Considered**

4. None.

**Reason/s for Recommendation/s**

5. To assist the committee in preparing its work programme.

**Statutory and Policy Implications**

6. This report has been compiled after consideration of implications in respect of finance, public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

**RECOMMENDATION/S**

- 1) That the committee's work programme be noted, and consideration be given to any changes which the Committee wishes to make.

**Jayne Francis-Ward**  
**Corporate Director, Resources**

**For any enquiries about this report please contact:**

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### **Constitutional Comments (SLB)**

7. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

### **Financial Comments (NS)**

8. There are no financial implications arising directly from this report.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

All.

## **COMMUNITY SAFETY COMMITTEE - WORK PROGRAMME (AS AT 31 Oct 2016)**

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
<b>8 November 2016</b>			
Update on the work of the Community and Voluntary Sector Team	Update on key issues in this service area.	Sally Gill	Cathy Harvey
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Policing in Nottinghamshire	Chief Constable with an update to Members		
Registration Service Fees for 2017-18 and 2018-19	Review of registration service fees for 2017-2018 and 2018-19	Paul McKay	Rob Fisher
<b>17 January 2017</b>			
Update on the work of the Community and Voluntary Sector Team	Update on key issues in this service area.	Sally Gill	Cathy Harvey
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
Update on the use of techniques regulated by the Regulation of Investigatory Powers Act 2000 in the trading standards and Community Safety Service	Quarterly update on recent surveillance activity.	Paul McKay	Mark Walker
<b>21 February 2017</b>			
Update on the work of the Community and Voluntary Sector Team	Update on key issues in this service area.	Sally Gill	Cathy Harvey
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher