



Wednesday, 11 September 2019

Dear Sir/Madam

A meeting of the Community Safety Committee will be held on Thursday, 19 September 2019 in the New Council Chamber, Town Hall, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors:	D Bagshaw	C M Tideswell
	L Fletcher	R I Jackson
	J C Goold	P M Roberts-Thomson
	S Kerry	P Lally (Chair)
	H Land	R H Darby
	R D MacRae (Vice-Chair)	I L Tyler
	J P T Parker	

## A G E N D A

### 1. APOLOGIES

To receive any apologies and notification of substitutes.

### 2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. MINUTES PAGES 1 - 2
- To approve the minutes of the previous meeting held on 6 June 2019.
4. ANTI-SOCIAL BEHAVIOUR CASE REVIEW (COMMUNITY TRIGGER) POLICY & PROCEDURE PAGES 3 - 8
- To request approval of an updated policy in respect of anti-social behaviour (ASB) case reviews requested under the provisions of the Anti-Social Behaviour, Crime and Policing Act 2014.
5. DOG FOULING PAGES 9 - 14
- To provide members with further information in respect of dog fouling in parks and open spaces and to seek a decision on relevant signage.
6. SERIOUS AND ORGANISED CRIME STRATEGY PAGES 15 - 24
- To seek approval for a Serious and Organised Crime Strategy.
7. MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT PAGES 25 - 34
- To advise the Committee of an updated Modern Slavery and Human Trafficking Statement for 2018-19.
8. HATE CRIME PLEDGE PAGES 35 - 36
- To invite Councillors to consider committing the Council to signing a Hate crime pledge.
9. PERFORMANCE MANAGEMENT - REVIEW OF BUSINESS PLAN PROGRESS - COMMUNITY SAFETY AND HEALTH PAGES 37 - 42
- To report progress against outcome targets identified in the Community Safety and Health Business Plan, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

10. WORK PROGRAMME

PAGES 43 - 44

To consider items for inclusion in the Work Programme for future meetings.

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## **COMMUNITY SAFETY COMMITTEE**

**THURSDAY, 6 JUNE 2019**

Present: Councillor G Marshall, Chair

Councillors: D Bagshaw  
L Fletcher  
J C Goold  
S Kerry  
E Kerry (Substitute)  
H Land  
R D MacRae  
J P T Parker  
C M Tideswell

An apology for absence was received from Councillor J M Owen.

1 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

2 **MINUTES**

The minutes were confirmed and signed as a correct record.

3 **DOG FOULING**

The Committee noted the update on dog fouling in the Borough. It was stated that dog fouling was reducing year on year. It was requested that further community engagement was required to continue reduction of dog fouling.

4 **FOOD SERVICE PLAN 2019-20**

The Committee was updated on the revised Food Service Plan 2019-20. The Food Standards Agency Framework Agreement sets out the Food Standards Agency expectation from local authorities in its delivery of official controls on food law. It includes the requirement to prepare a statutory Food Service Plan and prescribes in detail which areas of the service should be covered by the plan.

It was reported that the Council had achieved 100% of food establishment inspections.

**RESOLVED that the Food Service Plan 2019-20 be approved.**

5 **FLY-POSTING POLICY**

The Committee considered the proposed Fly-posting policy. It was reported that fly-posting is prohibited by Nottinghamshire County Council on its street furniture. Charities are exempt from regulations surrounding fly-posting. However, the Council

has identified a code of “good practise” for charities to minimise any issue arising from fly-posting.

**RESOLVED that the Fly-posting Policy be approved.**

6 PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN - COMMUNITY SAFETY AND HEALTH - OUTTURN REPORT

The Committee noted progress against outcome targets identified in the Community Safety Business Plan.

7 WORK PROGRAMME

The Committee considered the work programme. It was requested that a reports on dog fouling, policing update, community trigger policy update and costing for the gate at Nuthall be added to the work programme.

**RESOLVED that the work programme, as amended, be approved.**

## Report of the Chief Executive

### ANTI-SOCIAL BEHAVIOUR CASE REVIEW (COMMUNITY TRIGGER) POLICY & PROCEDURE

#### 1. Purpose of report

To request approval of an updated policy in respect of Anti-Social Behaviour (ASB) case reviews requested under the provisions of the Anti-Social Behaviour, Crime and Policing Act 2014.

#### 2. Detail

Part 6 of the Anti-Social Behaviour, Crime and Policing Act 2014 came into force on 13 May 2014. The Act contains provisions which give victims of persistent ASB the ability to demand a formal case review where the locally defined threshold is met. In Broxtowe, this has been set at the statutory maximum of three qualifying complaints of ASB in a six month period. For the purposes of the Community Trigger procedures, a qualifying complaint is:

- where the ASB was reported within one month of the alleged behaviour taking place; and
- the application to use the ASB Case Review/Community Trigger is made within six months of the report of anti- social behaviour.

Where this is the case, a case review will be undertaken by the relevant bodies (local councils, police, Clinical Commissioning Groups, and registered providers of social housing who are co-opted into this group, which has been undertaken in Broxtowe).

They will share information related to the case, review what action has previously been taken and decide whether additional actions are possible. The review will see the relevant bodies adopting a problem-solving approach to ensure that all the drivers and causes of the behaviour are identified and a solution sought, whilst ensuring that the victim receives appropriate support. The victim is informed of the outcome of the review. Where further actions are necessary an action plan will be created, including timescales.

The reviewed policy is shown in the appendix.

#### Recommendation

**The Committee is asked to RESOLVE that the Anti-Social Behaviour Case Review Policy be approved.**

#### Background papers

Nil

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# **Broxtowe Borough Council**

## **Anti-social Behaviour Case Review (Community Trigger) Policy**

### **1. Aim of the policy**

The Anti-Social Behaviour, Crime and Policing Act 2014 includes measures which are designed to give victims and communities a say in the way anti-social behaviour is dealt with. The legislation gives victims the power to request a review of their case under certain circumstances. The process is also known as the Community Trigger. This policy will enable Broxtowe Borough Council (the Council) to deal fairly and properly with complainants of anti-social behaviour where a case review is requested. It should be noted that the original complaints about anti-social behaviour do not have to have been made to Broxtowe Borough Council for this process to be accessed. If qualifying complaints have been made to the police, a social housing provider, or a Clinical Commissioning Group, concerning anti-social behaviour within, or connected to the borough of Broxtowe, then the procedure still applies.

### **2. What is anti-social behaviour?**

For the purpose of the community trigger, anti-social behaviour means behaviour causing harassment, alarm, or distress to members or any member of the public. Common incidents of anti-social behaviour include, but are not limited to, the following:

- Noisy neighbours, including the misuse of audio equipment, general shouting, banging and bad language.
- Noise from barking dogs
- Intimidation
- Abusive language or behaviour
- Violence or threat of violence
- Graffiti / vandalism and low level criminal damage
- Verbal / physical abuse

### **3. Request for service delivery**

The Council currently has procedures in place within a number of departments for responding to complaints about anti-social behaviour. Complaints of this nature are dealt with by the relevant department as 'requests for service' in accordance with those procedures and the Council's over-arching Enforcement Policy.

Many complaints of anti-social behaviour can also be quite properly made to the police or a social housing provider.

### **4. Request for a case review**

In a case where a person has made complaints about anti-social behaviour, the Council must carry out an anti-social behaviour case review of the response to that behaviour if an application for such a review is received and if it is determined by the Council that the threshold for a review is met.

An application for case review will be referred to the Head of Public Protection and will be considered by that officer in accordance with the threshold criteria. The Council will receive all applications for reviews but these will be referred, as appropriate to all other relevant bodies in the local area (i.e. the relevant local authority, the police, the Clinical Commissioning Group, and relevant social housing providers).

## **5. Determining if the threshold for a case review is met**

To activate a case review, at least three qualifying complaints must have been made about the anti-social behaviour to which the application relates.

A complaint about anti-social behaviour is a 'qualifying' complaint if the following criteria are met:

- a) the complaint is made within a period of one month beginning with the date on which the behaviour is alleged to have occurred; and
- b) the application for a case review is received within a period of six months beginning with the date on which the first complaint is made

The applicant will be advised of the decision as to whether or not the threshold is met.

## **6. Undertaking the case review**

The Head of Public Protection will co-ordinate a case review following the procedure set out here, to include relevant public bodies and social housing providers. The review should encourage a problem solving approach.

The Head of Public Protection may make recommendations to a relevant public body or person who exercises public functions, in respect of any matters arising from the review.

The public body or person must have regard to the recommendations in exercising their public functions.

## **7. Outcome of the review**

The panel which undertakes the case review may make recommendations to other agencies. The recommendations are likely to take the form of an action plan to resolve the anti-social behaviour.

The applicant will be advised of the outcome of the review; and any recommendations made as an outcome of the review.

## **7. Dissatisfaction with an ASB case review**

If the applicant remains dissatisfied following the full execution of this procedure, they may request that the case is escalated through Broxtowe Borough Council's Complaints Procedure, then to Nottinghamshire's Police and Crime Commissioner (where appropriate), and finally to the Local Government Ombudsman or Housing Ombudsman.

A case review may only be escalated to the Office of the Police and Crime Commissioner where one of the following measures is satisfied:

- (1) The case review has failed to consider a relevant process, policy or protocol;
- (2) The case review has failed to consider relevant factual information.

The role of the Office of the Police and Crime Commissioner will be to consider due process and ensure that the authority has properly and effectively undertaken a review. In considering a community trigger escalation, the Office of the Police and Crime Commissioner can either:

- (1) Uphold the appeal and refer the case back to the Community Safety Partnership, or Council, asking them to consider a particular process, policy or protocol not previously considered;

(2) Determine that the Community Safety Partnership, or Council, has reviewed the case, considering all relevant policies, process and protocols satisfactorily in line with its ASB Case Review Procedure.

A case review cannot be escalated where a complainant is dissatisfied that a particular agency has not utilised a particular enforcement tool and where it has been established through the review that appropriate consideration has been given to the use of that tool but, having consideration of the facts and relevant protocols, that agency has determined that it would not be appropriate to utilise the enforcement tool.

The appeal process will essentially be a desk top review and will not involve hearings or meetings with victims although the Commissioner may consider meeting with victims in exceptional circumstances. The Commissioner's appeal process will be subject to periodic review to ensure that victims' interests are adequately considered.

The current Appeal Process can be found on the Commissioner's web site at:  
<http://www.nottinghamshire.pcc.police.uk/Get-in-touch/Community-Trigger-Appeal.aspx>

## **8. Recording, monitoring and reporting**

A central register of Anti-Social Behaviour Case Reviews will be kept by the Council's Complaints and Compliments Officer.

The number of applications for Anti-Social Behaviour Case Reviews made to the Council will be reported annually as part of the business planning process.

**Anti-social Behaviour Case Review (Community Trigger) Flow Chart**

**Stage 1**  
Target:  
3 working  
days

The Council's Complaints Officer will acknowledge Community Trigger applications, usually within 3 working days, and will register and refer the application to the Head of Public Protection for action.

**Stage 2**  
Target:  
20 working  
days

The Head of Public Protection will:-

- determine if the application meets the threshold for a case review
- notify partner agencies of case review application
- request partner information as appropriate

**Threshold for case review activation**

- a) At least 3 qualifying complaints of anti-social behaviour, and
- b) the application for the review is made within 6 months of the first complaint

**Qualifying Complaint**  
A complaint made to the police, local Clinical Commissioning Group, social housing provider or local council within 1 month from when the alleged behaviour occurred

If the threshold is not met:  
If the threshold is not met the applicant will be notified and the reason(s) for the decision explained.

If the threshold is met:  
If the threshold is met, the Head of Public Protection will convene a Community Trigger Panel made up of representatives from relevant bodies including the police and Broxtowe Borough Council and notify the applicant.

**Stage 3**  
Target:  
12 weeks

A Case Review Panel will be held to agree an action plan. The Panel will look at the actions that have been undertaken to determine the adequacy of the response to the behaviour complained about based on reasonable expectations and timescales. An Action Plan will be agreed as appropriate and the complainant advised.

If the applicant remains dissatisfied following the full execution of this procedure, they may request that the case is escalated through Broxtowe Borough Council's Complaints Procedure, then to Nottinghamshire Police and Crime Commissioner (if applicable), and finally to the Local Government Ombudsman or Housing Ombudsman.

## Report of the Chief Executive

### DOG FOULING

#### 1. Purpose of report

To provide members with further information in respect of dog fouling in parks and open spaces and to seek a decision on relevant signage.

#### 2. Detail

At its meeting on 6 June 2019, the Committee received a report on dog fouling and the relevant controls which are in place. A request was made to ascertain details of signage and numbers of bins, along with exploring the possibility of offering free “poo bags”.

The Business and Projects Manager in the Environment Division organised the survey work and the results of his findings, along with relevant proposals, are contained in the appendix.

In respect of the issue of free “poo bags”, officers have advised that this has been undertaken in the past with dispensers located in some of the parks and open spaces. However, at many locations, this resulted in vandals taking out large numbers of bags and throwing them about on the site, as well as the bags being removed and taken “in bulk” by some individuals. The Neighbourhood Wardens also issue free bags on appropriate occasions as part of their education and enforcement role.

#### 3. Financial implications

The comments from the Head of Finance Services were as follows:

There is no provision within the 2019/20 General Fund revenue budget to meet the proposed cost of alternative signage arrangements as set out in the appendix. Finance and Resources Committee could be requested to allocate funding for the preferred alternatives from 2019/20 revenue contingencies of which there is presently £25,000 available.

### Recommendation

**The Committee is asked to NOTE the report, and RESOLVE if the signage should:**

- a) Be renewed in a single style in all parks and open spaces**
- b) Be provided in parks and open spaces where none currently exists and replace signs as and when necessary**
- c) Remain unaltered**

### Background papers

Nil

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## APPENDIX

### **Assessment of dog bins and signage on the Borough parks and open spaces**

In July 2019 officers of the Street Cleansing team undertook an assessment of all the Council's main parks and open spaces to identify:

- The number of advisory signs relating to dog fouling
- The number of bins on the sites that dog owners could use to dispose of dog waste
- An assessment of the level of dog fouling that was present

The dog fouling assessment was based on the following criteria:

Grade A – minimal fouling observed

Grade B – occasional fouling observed but not a major issue

Grade C – fouling observed more regularly and site improvements needed

Grade D – very often a problem with regular complaints and improvements needed

The results from the survey are shown in the table below

A)	<b><u>Parks and Recreation Grounds</u></b>	<b>Area (Hectares)</b>	<b>Number of Dog Signs</b>	<b>Number of bins for both dog and general waste</b>	<b>Level of Dog Fouling Assessment</b>
1	Archers Field Recreation Ground, Stapleford	6.9	1	7	B
2	Beeston Fields Recreation Ground, Beeston	3.8	1	6	B
3	Bramcote Hills Park, Ilkeston Road, Bramcote	26.8	1	30	B
4	Broadgate Park, Humber Road, Beeston	1.4	2	12	A
5	Cator Lane Recreation Ground, Chilwell	1.9	0	4	B
6	Central Avenue Recreation Ground, Stapleford	1	1	4	A
7	Chetwynd Road Recreation Ground, Chilwell	1.3	2	3	A
8	Coronation Park, Eastwood	7.4	1	19	B
9	Dovecote Lane Recreation Ground, Beeston	2.2	2	7	B
10	Hall Park Eastwood	11.2	0	7	A

	<b><u>Parks and Recreation Grounds</u></b>	<b>Area (Hectares)</b>	<b>Number of Dog Signs</b>	<b>Number of bins for both dog and general waste</b>	<b>Level of Dog Fouling Assessment</b>
11	Hetley Pearson Recreation Ground, Beeston	3	0	7	A
12	Hickings Lane Recreation Ground Stapleford	5.2	0	14	B
13	Ilkeston Road Recreation Ground, Stapleford	3.4	1	7	B
14	Inham Nook Recreation Ground, Chilwell	4.7	2	13	B
15	Jubilee Park, Eastwood	1.8	0	4	B
16	King George's Park, Bramcote	4.4	0	5	A
17	Leyton Crescent Recreation Ground, Beeston	3.4	1	6	A
18	Long Lane Recreation Ground, Attenborough	3	0	3	A
19	Manor Farm Recreation Ground, Toton	14.7	3	13	B
20	Mansfield Road Recreation Ground, Eastwood	2.1	0	7	B
21	Pasture Road Recreation Ground, Stapleford	3.4	1	7	A
22	Queen Elizabeth Park, Stapleford	3.1	2	9	B
23	Weirfields Recreation Ground, Beeston	5.2	2	11	B

<b>B)</b>	<b><u>Open Spaces</u></b>	<b>Area (Hectares)</b>	<b>Number of Dog Signs</b>	<b>Number of bins for both dog and general waste</b>	<b>Level of Dog Fouling Assessment</b>
1	Acorn Avenue, Giltbrook	0.2	0	2	A
2	Alexandrina Plantation , Bramcote	3.7	1	5	A
3	Banks Road Open Space, Toton	10.2	0	13	A
4	Brinsley Headstocks, Brinsley	6.1	1	8	A
5	Buckingham Way Open Space, Watnall	1.4	2	5	A
6	Castleton Court Open Space, Nuthall	0.1	1	1	A
7	College Way Open Space, Nuthall	0.8	1	2	A
8	Colliers Wood, Moorgreen	14.2	4	13	A
9	Corbierre Avenue, Watnall	0.6	1	4	A
10	Eastcote Avenue, Bramcote	0.5	1	2	A



<b>B)</b>	<b><u>Open Spaces</u></b>	<b>Area (Hectares)</b>	<b>Number of Dog Signs</b>	<b>Number of bins for both dog and general waste</b>	<b>Level of Dog Fouling Assessment</b>
11	Flixton Road Open Space, Kimberley	1.1	0	4	A
12	Hall Om Wong Open Space, Kimberley	3.6	0	7	B
13	Hemlock Stone Open Space, Stapleford	6.9	0	2	A
14	Judson Avenue Open Space, Stapleford	0.3	0	1	A
15	Millfield Road Open Space, Kimberley	0.4	2	3	A
16	Pit Lane Recreation Area, Trowell	7.4	1	5	B
17	Redbridge Drive Open Space, Nuthall	0.5	1	3	A
18	Sandby Court Open Space, Chilwell	0.9	0	2	B
19	Sandy Lane Open Space , Bramcote	8.6	2	4	B
20	Sherman Drive Open Space, Chilwell	2.6	3	10	A
21	Smithurst Road Open Space, Giltbrook	4.8	3	10	A
22	The Spinney Open Space, Watnall	0.7	0	1	A
23	Swiney Way Open Space, Toton	0.2	2	2	A
24	Trowell Park Open Space, Trowell	0.9	4	5	A
25	Watnall Green Open Space, Watnall	1.9	1	3	B
26	The Willows Open Space, Beeston	0.4	2	2	A

The survey has produced some very encouraging information with all sites identified in either the Grade A or B categories in the assessment of dog fouling. Whilst this is a snapshot at a particular time, the members of staff undertaking the survey do visit each site twice a week and have a very good feel for issues and liaise regularly with the public using the sites.

The survey also clearly demonstrates that the areas are well served with regards to bins with the bigger sites having the largest number of bins. The bins are emptied twice weekly and are always well used by dog owners.

The issue that the survey does identify however is the relatively limited number of signs relating to dog fouling. Many of the signs that are present are old and there is no consistent approach with 9 different types of sign, each with slightly different wording and images identified. However, the survey does show that there is no direct correlation between the number of signs and the level of fouling.

In recent years, since the original signs were installed, the Neighbourhood Wardens have had a policy of targeting problem areas with specific educational campaigns and posters advising on issues relating to dog fouling. This combined with their high profile presence on the sites and media campaigns relating to dog fouling has clearly had a positive effect with most dog owners now acting responsibly.

However, members may wish to reconsider the Council's arrangements relating to dog fouling signage and assess if a more consistent approach across all sites with new signs at strategic locations at the entrances to parks and open spaces is necessary.

The cost to supply a new A3 size sign with relevant logos and wording is £43.00

It is estimated that across the 49 sites assessed there will be an average of 4 signs per site required. This equates to approximately 200 new signs in total.

In terms of installation there are 2 options. Where possible signs could be erected on existing posts or on railings at park entrances. Where this is not achievable then new posts would need to be installed.

The cost to install a new sign on an existing post is estimated at £20.00.

The cost to install a new sign on a new post is estimated at £60.00 including the supply of the post.

Assuming a 50:50 split in the different types of installation methods, the total costs are estimated to be:

Supply 200 new A3 signs x £43.00 =	£8,600
Install 100 signs on existing posts/fences x £20.00 =	£2,000
Install 100 signs on new posts x £60.00 =	<u>£6,000</u>
Total =	<b><u>£16,600 (Option A)</u></b>

An alternative approach would be to provide signs in only the 16 parks and open spaces where none exist at present. The cost of this option would be:

$$16/49 \times 16,600 = \quad \quad \quad \mathbf{\underline{\underline{£5,420 (Option B)}}$$

If the decision to supply any new signs is taken, it is suggested that the final design is agreed between the Head of Public Protection, and the Communications and Marketing Officer, in consultation with the Chair of the Community Safety Committee.

## Report of the Chief Executive

### SERIOUS AND ORGANISED CRIME STRATEGY

#### 1. Purpose of report

To seek approval for a Serious and Organised Crime Strategy.

#### 2. Detail

Serious and organised crime is defined in HM Government's 2018 Serious and Organised Crime Strategy as *"Individuals planning, coordinating and committing serious offences, whether individually, in groups and/or as part of transnational networks."* The strategy goes on to state that the main categories of serious offences covered by the term are child sexual exploitation and abuse; illegal drugs; illegal firearms; fraud; money laundering and other economic crime; bribery and corruption; organised immigration crime; modern slavery and human trafficking; and cyber crime.

According to the Government's strategy, *"serious and organised crime affects more UK citizens, more often, than any other national security threat and leads to more deaths in the UK each year than all other national security threats combined. It costs the UK at least £37 billion annually. It has a corrosive impact on our public services, communities, reputation and way of life."*

Although the National Crime Agency leads the UK's fight to cut serious and organised crime, it is essential that the approach involves action and input from all relevant partner agencies. Public sector organisations and law enforcement agencies, including councils, police, health, social care, education services and immigration enforcement, have a duty to protect the wellbeing of their local communities.

The proposed Strategy, attached as an appendix to this report, sets out the actions Broxtowe Borough Council will take to contribute to the targeting and disruption of serious and organised crime.

#### Recommendation

**The Committee is asked to RESOLVE that the Serious and Organised Crime Strategy be approved.**

#### Background papers

Nil

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Broxtowe  
Borough  
COUNCIL

# Serious and Organised Crime Strategy

Community Safety Committee  
September 2019

## **Overall aim**

To contribute to the targeting and disruption of serious and organised crime in Broxtowe.

## **What is serious and organised crime?**

Serious and organised crime:

- takes places within local communities, across local borders, nationally and internationally
- is dynamic and opportunistic
- is perpetrated by groups or networks of individuals that collaborate to establish criminal networks and build resilient and profitable organisations
- involves violence, corruption and intimidation to protect and sustain criminal activity
- develops access to a diverse set of capabilities across a wide network of individuals, including professionals such as lawyers and accountants, often targeted for their expert knowledge.

The UK Government defines serious and organised crime in its 2018 Serious and Organised Crime Strategy as:

*“Individuals planning, coordinating and committing serious offences, whether individually, in groups and/or as part of transnational networks”.*

The strategy goes on to state that *“the main categories of serious offences covered by the term are child sexual exploitation and abuse; illegal drugs; illegal firearms; fraud; money laundering and other economic crime; bribery and corruption; organised immigration crime; modern slavery and human trafficking; and cyber crime.”*

## **Who are the victims of serious and organised crime?**

The harm caused by serious and organised crime is far reaching and can be very different for the victims who can be individuals, communities and businesses alike.

- it can include the loss of money or other assets, or harm to business or personal reputation
- victims can suffer from anxiety and stress, particularly if they are vulnerable
- occasionally victims can be physically injured, subjected to psychological trauma, or killed as a direct or intended consequence of criminal action
- entire communities can also be victims; for example prevalent drug supply and distribution across a local area can have substantial impact on the health and wellbeing of residents and the overall environment, generating a sense of fear or disquiet. Money laundering, loan sharks, illicit businesses and the exploitation of workers can also harm local communities.

## **What are the extent and costs of serious and organised crime?**

According to the latest Government strategy, *“serious and organised crime affects more UK citizens, more often, than any other national security threat and leads to more deaths in the UK each year than all other national security threats combined. It costs the UK at least £37 billion annually. It has a corrosive impact on our public services, communities, reputation and way of life.”*

Figures from the National Crime Agency National Strategic Assessment of Serious and Organised Crime 2019 indicate there were 4,542 organised crime groups (OCGs) mapped in the UK at the end of June 2018, which includes over 37,000 individuals.

The Nottinghamshire Police and Crime Needs Assessment (PCNA) 2018 states that *“around 35 known organised crime groups and 7 ‘Evolving Crime Networks’ (ECNs) are being actively monitored and targeted by enforcement agencies across Nottinghamshire, which collectively involve over 223 individuals. Many of these individuals are directly involved in drug supply and have active links to offenders serving time in prison. The vast majority of organised crime groups in Nottinghamshire are, by the nature of their criminality, involved in or linked to the use of violence, firearms and knives, and use the threat of violence to intimidate, coerce and exert control over other, often vulnerable, individuals.”*

It is known that organised crime groups are also responsible for much of the activity around County Lines, which is the term used to describe a form of organised crime where criminals based in urban areas pressurise vulnerable people and children to transport, store and sell drugs in smaller county towns.

## **Government policy**

In 2018, the Government launched a new Serious and Organised Crime Strategy to better coordinate a national approach to reduce the level of serious and organised crime affecting the UK and local communities. The National Crime Agency (NCA) is the national law enforcement agency against serious and organised crime and works globally across multi-agency partnerships that include the police, law enforcement, local public sector agencies and private industry.

The aim of the Government’s strategy is *“to protect our citizens and our prosperity by leaving no safe space for serious and organised criminals to operate against us within the UK and overseas, online and offline.”*

The national strategy has four overarching objectives to achieve its aim: These are:

- Relentless disruption and targeted action against the highest harm serious and organised criminals and networks.
- Building the highest levels of defence and resilience in vulnerable people, communities, businesses and systems.

- Stopping the problem at source, identifying and supporting those at risk of engaging in criminality
- Establishing a single, whole-system approach

The national strategy uses the framework that has been developed for national counter-terrorist work and has four thematic pillars, often referred to as the 4Ps:

- Prosecuting and disrupting people engaged in serious and organised crime (**Pursue**)
- Preventing people from engaging in this activity (**Prevent**)
- Increasing protection against serious and organised crime (**Protect**)
- Reducing the impact of this criminality where it takes place (**Prepare**)

The national strategy sees councils and a range of partners playing an important role alongside the police to tackle serious and organised crime and organised criminal groups.

From a local perspective Pursue, Prevent, Protect and Prepare means:

**Pursue:** prosecuting and disrupting the criminal activity of organised criminal groups. Locally this means establishing strong, effective and collaborative partnerships to gather and share intelligence on organised criminal groups that operating in local area and across county borders.

**Prevent:** deterring individuals from getting drawn into serious and organised crime and previous offenders returning to crime. Prevent involves a wide range of local approaches and interventions and can include developing new interventions, making use of existing services and raising local awareness of the reality and consequences of being involved with organised criminal groups to dispel associated myths of wealth and glamour.

**Protect:** protecting individuals, families, businesses and communities against serious and organised crime. Protect involves ensuring the right controls and practices are in place to safeguard communities and ensure these groups have the information to help them to protect themselves.

**Prepare:** being prepared to manage the impact or consequence of serious and organised crime. This includes the ability to immediately respond to major serious and organised crime incidents and ensure a rapid and effective resolution and recovery for affected communities, victims and witnesses.

## **Who is responsible for tackling serious and organised crime?**

Everyone. Public sector organisations and law enforcement agencies, including: councils, police, health, social care, education services and immigration enforcement, have a duty to protect the wellbeing of their local communities. Under section 17 of the Crime and Disorder Act 1998, councils have a responsibility to do all that they reasonably can to prevent, crime and disorder in their area.



### **Action by local authorities**

Local Government Association guidance on Serious and Organised Crime (*Tackling Serious and Organised Crime – a local response* LGA 2015) states:

*“Disruption activity relies on good, appropriate information sharing between local partner agencies. Local multi-agency partnership arrangements such as community safety partnerships (CSPs), serious and organised crime partnerships (SOCs), multi-agency safeguarding hubs (MASH) and multi-agency risk assessment conferences (MARAC) are likely to hold valuable intelligence that can aid law enforcement agencies to pursue organised crime groups and individual perpetrators.*

*Councils should work with partners to further understand the pathways and vulnerability factors that may result in individuals participating in organised crime and put interventions in place.*

*Public sector organisations should be aware of their own vulnerabilities too. In particular, the change of emphasis from local government being a provider to a commissioner of services changes the risk profile of fraud, as well as the control environment in which such risk is managed.*

*Controls and safeguards that deter, detect and investigate both internal and external fraud must remain resilient with more frequent or substantial procurement of services.”*

The Council's role in dealing with serious and organised crime is likely to be concentrated within certain services. The LGA guidance states that certain trades may be more likely to be infiltrated by serious and organised crime, particularly those where transactions are often by cash. These trades can be attractive vehicles for money laundering and can include the liquor licensing trade, taxi licensing, tanning parlours and even childcare or nursing homes. Local authority officers can encounter serious and organised crime when dealing with planning or licensing applications or letting premises to businesses.

The letting of contracts, such as security contracts, can also present a risk of exposure to serious and organised crime. In respect of Council housing, there can be a risk that properties are used for purposes linked to drug dealing and manufacture. In not all such cases will the Council be able to refuse permission or not let a contract. However, the opportunity can be taken to try and deter or disrupt organised crime.

### **Action by elected members**

The key leadership roles councillors have on community safety partnerships, child and adult safeguarding partnerships, health and wellbeing boards and local enterprise partnerships provide a means to highlight the threat posed by organised crime groups. Councillors also have an assurance and scrutiny role checking that multi-agency approaches to tackle serious and organised crime are established and effective.

## **Action by Broxtowe Borough Council**

The following actions will be taken by the Council in order to work towards achieving the aim of this strategy.

- Appoint the Chief Communities Officer as the Single Point of Contact in the Council for issues relating to Serious and Organised Crime.
- Continue as an active member of the Nottinghamshire Serious and Organised Crime Board.
- Work with local victims' services to ensure that there are adequate pathways of support for those who may take some time to seek, engage and accept help.
- Share information with the police and other partners. Often an awareness of the risks from organised crime can result in a heightened awareness and better intelligence.
- Educate young people about drugs and educate consumers about counterfeit goods.
- Continue as active members of the South Nottinghamshire Community Safety Partnership, and ensure the issue of serious and organised crime is a key part of the work of that group.
- Ensure relevant training on safeguarding is given to taxi drivers as a condition of their licence.
- Ensure regular and thorough audits of the Council's systems and procedures are undertaken using the templates provided in *"The impact of organised crime in local communities" – The Police Foundation 2017*.
- Work with all relevant partners, including police, neighbouring councils, commissioned services, education, health, voluntary sector, community rehabilitation companies (CRCs), to prevent individuals from engaging in serious and organised crime.
- Continue to work closely with partners to safeguard vulnerable individuals. This includes safeguarding both children and adults who may be vulnerable for many different reasons.
- Provide training for staff and elected members on relevant aspects of identifying and reporting concerns of serious and organised crime.

## **Action by Broxtowe Borough Council elected members**

- 'Eyes and ears' of local communities – councillors are well connected with their local communities and can listen to the concerns of local residents and share community intelligence with officers.
- As decision-makers, where necessary, councillors should understand their local serious and organised crime profile and give a high profile to policy interventions and make the issue a political priority for action
- Promote the importance of partnerships, multi-agency working and information sharing to solving the problem of serious and organised crime
- As scrutineers, investigate the work that the council and its partners are doing and reduce its vulnerability to serious and organised crime, encouraging continuous improvement.

## **Reporting concerns and further information**

Anyone with a concern about any activity they think may be linked to serious and organised crime should report it to Nottinghamshire Police on 101.

Further information on any aspect of this strategy can be obtained from the Head of Public Protection or the Chief Communities Officer.

## **Review of policy**

This policy shall be reviewed after a three year period, or sooner if changes to legislation and / or national policy require. The responsible officer shall be the Head of Public Protection.

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## Report of the Chief Executive

### MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT

#### 1. Purpose of report

To advise the Committee of an updated Modern Slavery and Human Trafficking Statement for 2018-19.

#### 2. Detail

The Modern Slavery Act 2015 (the Act) consolidates various offences relating to human trafficking and slavery.

Section 54 of the Act imposes a legal duty on commercial organisations, which supply goods and/or services from or to the UK and have a global turnover of more than £36 million, to publish a slavery and human trafficking statement each financial year. Broxtowe Borough Council engages in commercial activities by providing services (some of which are statutory and some discretionary) and its annual turnover is greater than the specified £36 million.

Whilst the Modern Slavery Act 2015 does not state that local authorities specifically are included in those organisations legally required to publish a statement, many do so as a matter of good practice. At its meeting on the 12 December 2018, the Community Safety Committee resolved that Broxtowe Borough Council should produce an annual statement. This was on the basis that the Council should be keen to raise awareness of slavery and human trafficking and as a large scale local employer and provider of services, should make its position of zero tolerance in respect of slavery and trafficking clear and unequivocal.

A proposed Modern Slavery and Human Trafficking Statement, updated for 2018-19, is attached at appendix 1. An extract from the Act giving details of the requirement is attached at appendix 2.

#### Recommendation

**The Committee is asked to RESOLVE that the Modern Slavery and Human Trafficking Statement 2018-19 be approved.**

#### Background papers

Nil

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# **BROXTOWE BOROUGH COUNCIL MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT 2018-19**

## **1. Introduction**

- 1.1 Broxtowe Borough Council (the Council) is committed to preventing slavery and human trafficking in the delivery of its services and corporate activities. The Council recognises that slavery and human trafficking remain a hidden blight on our society, that it has a responsibility to be alert to the risks and to strive to ensure that its supply chains are free from slavery and human trafficking.
- 1.2 This Modern Slavery and Human Trafficking Statement details the steps the Council has taken to understand potential modern slavery risks related to its business and to put in place measures that are aimed at ensuring that these offences are not committed in its own business or its supply chains.
- 1.3 This Statement relates to activity carried out during the financial year ending 31 March 2019. The Council will be reviewing the Statement on an annual basis and a new updated Statement, acknowledging any further actions that may have been taken, will be published in each subsequent year.

## **2. The Modern Slavery Act 2015**

- 2.1 The Modern Slavery Act 2015 (the Act) consolidates various offences relating to human trafficking and slavery. Broadly speaking :
- 'slavery' is where ownership is exercised over a person;
  - 'servitude' involves coercion to oblige a person to provide services;
  - 'forced and compulsory labour' is where a person works or provides services on a non-voluntary basis under the threat of a penalty;
  - 'human trafficking' involves arranging or facilitating the travel of a person with a view to exploiting them.
- 2.2 Section 52 of the Act imposes a duty on public authorities, including district councils, to notify the Secretary of State of suspected victims of slavery or human trafficking.
- 2.3 Section 54 of the Act imposes a legal duty on commercial organisations, which supply goods and/or services from or to the UK and have a global turnover of

more than £36 million, to publish a slavery and human trafficking statement each financial year.

- 2.4 The Council engages in commercial activities by providing services (some of which are statutory and some discretionary) and its annual turnover is greater than the specified £36 million. Whilst the Act does not state that local authorities specifically are included in those organisations legally required to publish a statement, the Council has chosen to do so as a matter of good practice. The Council is keen to raise awareness of slavery and human trafficking and as a large scale local employer and provider of services, it is seen as imperative that the Council makes its position of zero tolerance in respect of slavery and trafficking clear and unequivocal.

### **3. Standards**

- 3.1 The Council will meet the following standards and also expects those with whom it does business, to meet them:

- To support every individual's human right to live free from abuse, servitude and inhumane treatment;
- To promote ethical business and operational practices in corporate activity and services delivered;
- To take appropriate steps to ensure that slavery and human trafficking is not taking part in any of its business or supply chains;
- To take reports of witnessed, suspected or disclosed concerns of slavery and human trafficking seriously and ensure that such reports are shared with appropriate law enforcement and other partner agencies in order that they can be fully investigated;
- To take appropriate action to address actual instances of slavery and human trafficking brought to the Council's attention and to take all reasonable steps to support and protect its victims.

### **4. Organisational structure**

- 4.1 The Council is a second tier local authority situated in the county of Nottinghamshire. The Council provides a wide range of statutory and discretionary services delivered both directly by itself, and through partnership working with other agencies and commissioned work with external contractors.
- 4.2 The Council's Constitution and details of the structure are both available on the Council's website <https://www.broxtowe.gov.uk/>

### **5. Supply chains**

- 5.1 As part of its procurement processes, the Council will require that all suppliers of goods and services comply with all applicable laws, statutes, regulations and codes including the Modern Slavery Act 2015. Suppliers will also be expected to publish a Slavery and Human Trafficking Statement (where applicable). Contract terms and conditions will set out the requirements of suppliers and sub-



contractors in relation to ensuring there is no slavery or human trafficking in their businesses.

- 5.2 The Council will also require its suppliers and sub-contractors engaged in 'regulated activity' for children and adults at risk to have safeguarding policies, procedures and training in place and to comply with the reporting procedures in the Council's Adult and Children's Safeguarding Policies.

## **6. Policies and Plans**

- 6.1 Broxtowe Borough Council has a range of policies and plans in place that reflect its commitment to acting ethically and with integrity to prevent slavery and human trafficking in its operations. These include:

- 6.2 Council's Corporate Plan** – a key corporate priority is that "Broxtowe will be a place where people feel safe and secure in their communities."

In working towards this aim, the Council is working, individually and with partner agencies, to reduce crime and anti-social behaviour; using statutory powers to improve public safety, for example, enforcement of licensing requirements; raising awareness of services available; and encouraging victims to report incidents to access the support they need.

- 6.3 Safeguarding Policies** – The Council's Safeguarding Adults and Safeguarding Children's policies set out the steps the Council is taking to safeguard and protect the welfare of children and adults at risk who come into contact with its services and activities. The policies include the Council's responsibilities in respect of modern slavery and human trafficking and its legal obligation to notify the Home Office of suspected victims of these offences. The Council recognises that Nottinghamshire County Council is the lead agency in the borough with regard to the protection of children and adults at risk. However, Broxtowe Borough Council has a statutory duty to work in partnership with these agencies to identify, refer and respond to suspected abuse and to provide additional support.

- 6.4 Whistleblowing Policy** – The Council encourages all its employees, councillors, contractors, their agents and/or subcontractors, consultants, suppliers and service providers to report concerns about any aspect of service provision, conduct of officers and others acting on behalf of the Council. The Whistleblowing Policy is intended to make it easier to disclose information without fear of discrimination and victimisation.

- 6.5 Code of Conduct** – The Council makes clear to all its employees that there are expected standards of behaviour to which they must adhere when they are representing and acting on behalf of the Council. Employee conduct and behaviour that fails to meet these standards is fully investigated and appropriate action taken.

- 6.6 Recruitment and Selection Procedures Policy** – This sets out procedures followed to vet new employees to ensure that confirmation of their identities and

qualifications is obtained. To comply with the Immigration, Asylum and Nationality Act 2006, prospective employees are asked to supply evidence of their eligibility to work in the United Kingdom. References are sought and followed up for all employees and relevant checks, for example Disclosure and Barring Service (DBS) checks, are carried out where relevant to the position.

**6.7 Money Laundering Prevention Policy** – This sets out the Council’s commitment to the prevention, detection and reporting of money laundering.

**6.8 Procurement and Commissioning Strategy** – This strategy sets out the strategic aims and principles of procurement activity, including the principles that the Council follows in the acquisition of goods, works and services from suppliers.

**6.9 Equality and Diversity Policy** – This policy provides a framework for the Council’s approach to the wide ranging equality and diversity agenda.

## **7. Due diligence**

7.1 The Council’s approach to procurement requires suppliers of goods and services to implement due diligence procedures in relation to slavery and human trafficking with their own suppliers, sub-contractors and other participants in their supply chain. For organisations with a turnover below £36 million, suppliers will be asked to confirm their acceptance of this Modern Slavery and Human Trafficking Statement.

7.2 As part of the Council’s commitment to identify and mitigate risk, Council departments work together and alongside partner agencies to:

- Identify and assess potential risk areas in its business affairs;
- Mitigate the risk of slavery and human trafficking through robust checks and balances;
- Monitor and review any potential risk areas identified;
- Protect whistleblowers.

## **8. Training**

8.1 The Council has made considerable efforts to ensure that initiatives to raise awareness of slavery and human trafficking, and services available to assist victims have been prioritised. Over the last two years, the Council has provided training for its staff. The online e-learning module “Protecting You and Your Community” contains mandatory sections on Modern Slavery as well as Serious Organised Crime and Child Sexual Exploitation. The purpose of the training has been to enable employees to better identify and know how to report, suspected or disclosed incidents of abuse and neglect, including situations involving slavery and trafficking.

## **9. Targeted activity**

- 9.1 The Council has a strong history of working in partnership with other local authorities, both at county and district level, partner agencies, local charities and community groups including Nottinghamshire's Serious Organised Crime Group. The Council's Public Protection Division contains the operational teams delivering activity locally both in respect of responding to issues reported on a daily basis and creating and coordinating medium and longer-term projects that aim to reduce crime and improve public safety, gathering intelligence and disrupting activity where appropriate.
- 9.2 In support of its corporate objectives, the Council facilitates and leads the Broxtowe Complex Cases Panel. This has a very broad membership and its key priority is to ensure that all agencies are working together to share intelligence, help identify adults at risk and agree actions that can be taken to provide tailored support. Where this panel identifies potential abuse or slavery, the necessary enforcement agencies are informed and referrals made to local and national support agencies.

## **10. Monitoring our effectiveness**

- 10.1 The Council will use the following steps to regularly review and monitor the measures being implemented to address slavery and human trafficking and to safeguard against such activity in any part of its business or supply chains:
- i) Record the number of employees provided with training on modern slavery and human trafficking;
  - ii) Carry out periodic reviews to identify any deficiencies within our policies and practices and take appropriate action to rectify these to strengthen our ability to address slavery and human trafficking;
  - iii) Carry out periodic internal audits to ensure compliance with the policy

Community Safety Committee  
19<sup>th</sup> September 2019

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## APPENDIX 2

- (1) A commercial organisation within subsection (2) must prepare a slavery and human trafficking statement for each financial year of the organisation.
- (2) A commercial organisation is within this subsection if it—
  - (a) supplies goods or services, and
  - (b) has a total turnover of not less than an amount prescribed by regulations made by the Secretary of State.
- (3) For the purposes of subsection (2)(b), an organisation's total turnover is to be determined in accordance with regulations made by the Secretary of State.

A slavery and human trafficking statement for a financial year is—

- (a) a statement of the steps the organisation has taken during the financial year to ensure that slavery and human trafficking is not taking place—
  - (i) in any of its supply chains, and
  - (ii) in any part of its own business, or
- (b) a statement that the organisation has taken no such steps.

An organisation's slavery and human trafficking statement may include information about—

- (a) the organisation's structure, its business and its supply chains;
- (b) its policies in relation to slavery and human trafficking;
- (c) its due diligence processes in relation to slavery and human trafficking in its business and supply chains;
- (d) the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk;
- (e) its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate;
- (f) the training about slavery and human trafficking available to its staff.

A slavery and human trafficking statement—

(a) if the organisation is a body corporate other than a limited liability partnership, must be approved by the board of directors (or equivalent management body) and signed by a director (or equivalent);

(b) if the organisation is a limited liability partnership, must be approved by the members and signed by a designated member;

(c) if the organisation is a limited partnership registered under the Limited Partnerships Act 1907, must be signed by a general partner;

(d) if the organisation is any other kind of partnership, must be signed by a partner.

If the organisation has a website, it must—

(a) publish the slavery and human trafficking statement on that website, and

(b) include a link to the slavery and human trafficking statement in a prominent place on that website's homepage.

## Report of the Chief Executive

**HATE CRIME PLEDGE**1. Purpose of report

To invite Councillors to consider committing the Council to signing a Hate crime pledge set out in appendix 1.

2. Detail

Hate crime is an issue which needs to be tackled by every organisation and which requires partnership working with Police and other organisations. The Chief Executive chairs the Hate crime steering group for Nottinghamshire.

3. Financial implications

None arising from this report.

4. Legal implications

The term 'hate crime' can be used to describe a range of criminal behaviour where the perpetrator is motivated by hostility or demonstrates hostility towards the victim's disability, race, religion, sexual orientation or transgender identity. These aspects of a person's identity are known as 'protected characteristics'. A hate crime can include verbal abuse, intimidation, threats, harassment, assault and bullying, as well as damage to property. The perpetrator can also be a friend, carer or acquaintance who exploits their relationship with the victim for financial gain or some other criminal purpose.

5. Human Resources implications

Hate crime needs to be identified and tackled within the workforce where it occurs, or where employees experience hate crime in the course of their duties by their interactions with members of the public.

6. General Data Protection Regulation compliance implications

The Information Governance Officer indicated that there are no implications.

7. Equality Impact Assessment

Signing the pledge will advance equality in that hate crime is disproportionately experienced by people with protected characteristics.

8. Union Comments

Support the signing of the pledge.

**Recommendation**

**The Committee is asked to RESOLVE that the chair of the Committee be authorised to sign the Hate crime pledge on behalf of Broxtowe Borough Council**

**On behalf of: Safer Nottinghamshire Board, Nottingham Crime and Drugs Partnership, Police and Crime Commissioner, Nottinghamshire Police.**

**In Nottinghamshire we recognize that everybody has a role to play in tackling hate and discrimination and in promoting communities which are safe for all.**

**By signing this pledge, we are committing ourselves and the organizations for which we work, whether they are from the statutory, voluntary, community or private sectors, to create a Nottinghamshire that says ‘No to Hate!’.**

### **Say ‘No to Hate!’ Organisational Pledge**

**I pledge on behalf of my organisation that we will:**

1. Be mindful of the language used by our organization, our behaviour, to reduce the likelihood of causing offence, and act inclusively in our dealings with people so no-one feels left out.
2. Challenge inappropriate language/banter within our personal, social and work environments and speak out against all forms of prejudice and discrimination.
3. Be a visible advocate for those experiencing hate crime/incidents and do our best to tackle prejudice and to stop those who, because of hate or ignorance, would hurt anyone or violate their dignity.
4. Try at all times to be aware of our own prejudices and seek to gain understanding of those who we may perceive as being different from ourselves.
5. Reach out to support those who are targets of hate, recognising that small acts of kindness to those at risk of being victims of hate crime/incidents make a difference.
6. Encourage all our employees to behave in the manner outlined above; ensure all our employees are trained to be aware of hate crime issues and know how to respond to victims who report incidents.
7. Share information about hate crimes that come to the attention of our organization with the Safer Nottinghamshire Board Hate Crime Steering Group to contribute to creating a better picture of hate crime in the County and City.
8. Ensure that policies and procedures developed within our organization deal effectively with hate crime or incidents that occur, whether against members or the public or staff or between employees in the workplace.
9. Think about specific ways our organization and all those who work for us can promote respect for all people and make Nottinghamshire a place where people feel safe.
10. Promote and implement policies in our organization that promote diversity and equality and challenge all forms of discrimination.

**We know that one person can make a difference and that everyone has a part to play in achieving equality and social justice.**

**By signing this pledge, we commit ourselves to leading an organization that says ‘No to Hate!’**

Name:

Organization:



## Joint report of the Chief Executive and Deputy Chief Executive

### **PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – COMMUNITY SAFETY AND HEALTH**

#### 1. Purpose of Report

To report progress against outcome targets identified in the Community Safety and Health Business Plan, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

#### 2. Background

The Corporate Plan 2016-2020 was approved by Cabinet on 9 February 2016. Business Plans linked to the five corporate priority areas of Housing, Business Growth, Environment, Health and Community Safety are subsequently approved by the respective Committees each year.

#### 3. Performance Management

As part of the Council's performance management framework, each Committee receives regular reports during the year which review progress against their respective Business Plans. This will include a detailed annual report where performance management is considered following the year-end.

This report is intended to provide this Committee with an overview of progress towards Corporate Plan priorities from the perspective of the Community Safety and Health Business Plan. It provides a summary of the progress made to date on key tasks and priorities for improvement in 2019/20 and the latest data relating to Key Performance Indicators. This summary is detailed in appendix 1.

#### **Recommendation**

**The Committee is asked to NOTE the progress made in achieving the Business Plan for Community Safety and Health in addition to the current Key Performance Indicators for 2019/20.**

#### Background papers

Nil

## APPENDIX

## PERFORMANCE MANAGEMENT

1. Background - Corporate Plan

The Corporate Plan for 2016-2020 was approved by Cabinet on 9 February 2016. This plan sets out the Council's priorities to achieve its vision to make "Broxtowe a great place where people enjoy living, working and spending leisure time." Over the period, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

The Corporate Plan prioritises local community needs and resources are directed toward the things they think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

2. Business Plans

Business Plans linked to the five corporate priority areas, including Community Safety and Health, were approved by the Full Council on 6 March 2019, following recommendations from the respective Committees in January/February 2019.

The Council's priority for Community Safety is that 'Broxtowe will be a place where people feel safe and secure in their communities'. Its objectives are to:

- Reduce the amount of anti-social behaviour in Broxtowe (CS1)
- Reduce domestic violence in Broxtowe (CS2)

The Council's priorities and objectives for Health is that 'People in Broxtowe enjoy longer, active and healthy lives'. Its objectives are to:

- Increase the number of people who have active lifestyles (He1)
- Work with partners to improve the health of the local population (He2)
- Reduce alcohol related harm in Broxtowe (He3)

The Business Plans detail the projects and activities undertaken in support of the Corporate Plan for each priority area. These cover a three-year period and are revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures in the Business Plans is undertaken regularly by the relevant Committee. This will include a detailed annual report where performance management and financial outturns are considered together following the year-end as part of the Council's commitment to closely align financial and performance management.






### 3. Performance Management

As part of the Council's performance management framework, this Committee receives regular reports of progress against the Community Safety and Health Business Plan. This report provides a summary of the progress made to date on key tasks and priorities for improvement in 2019/20 (as extracted from the Pentana Performance management system). It also provides the latest data relating to Key Performance Indicators (KPI).






The Council monitors its performance using the Pentana Performance management system. Members have been provided with access to the system via a generic user name and password, enabling them to interrogate the system on a 'view only' basis. Members will be aware of the red, amber and green traffic light symbols that are utilised to provide an indication of performance at a particular point in time.

The key to the symbols used in the Pentana Performance reports is as follows:








#### Action Status Key






Icon	Status	Description
	Completed	The action/task has been completed
	In Progress	The action/task is in progress and is currently expected to meet the due date
	Warning	The action/task is approaching its due date (and/or one or more milestones is approaching or has passed its due date)
	Overdue	The action/task has passed its due date
	Cancelled	This action/task has been cancelled or postponed

#### Performance Indicator Key








Icon	Performance Indicator Status
	Alert
	Warning
	Satisfactory
	Unknown
	Data Only

## Community Safety Key Tasks and Priorities for Improvement 2019/20

Status / Icon	Action Code	Action Title	Action Description	Progress	Due Date	Comments
Completed 	COMS1720_04a	Deliver the ASB Action Plan	Deliver the cross Departmental ASB Action Plan	100%	31-Mar-2020	The refresh of the plan for 2019-21 was completed by mid May 2019.
In Progress 	COMS1821_08	Undertake a feasibility study on introducing wheelchair accessible taxi fleet	Taxis in the borough are wheelchair accessible	40%	31-Mar-2020	Preliminary stages of study underway. Report to be prepared for Licensing and Appeals Committee.
Completed 	COMS1821_13	Produce Food Service Plan	Authority has a "fit for purpose" Food Service Plan" which informs activity in this area	100%	30-Jun-2018	Approved by Community Safety Committee on 15 November 2018. Activities within the plan are being implemented.
Completed 	COMS1821_14	Produce DEFRA Annual Air Quality Status Report	Authority has a "fit for purpose" Air Quality Status Report highlighting current status and potential actions.	100%	30-Jun-2018	Annual report prepared and submitted to DEFRA. Awaiting response.
Warning 	COMS1821_15	Review of Authority's policy on toilet provision in cafes and restaurants	Production of approved policy on toilet provision in cafes and restaurants	50%	31-Dec-2019	Assessing premises that will be specifically affected by any changes. Policy options to be reviewed following further legal advice. Due date extended to December 2019.
Overdue 	COMS1922_01	Develop and Deliver a Neighbourhood Action Plan for Stapleford	Reduction in all crime types and improvements in community confidence	50%	31-Mar-2020	Neighbourhood Action Plan developed by 31 May 2019. Work is underway to deliver the agreed actions.
Completed 	COMS1922_02	Implement ECINS for ASB Panel meeting management.	Reduction in anti-social behaviour in the Borough	100%	31-Mar-2020	ECINS now used for ASB Panel Based Management.

Status / Icon	Action Code	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	COMS1922_03	Introduction of on-line application forms for licensing	Introduction of on-line application forms for licensing taxis, massage and special treatment establishments, scrap metal dealers, charitable collections, alcohol and gambling licences. Online applications able to be made	14%	28-Feb-2020	E-Form being designed with Communications Team.
Warning 	COMS1922_04	Introduction of on-line payment facility for licence applications	Payments available on line for licence applications	22%	28-Feb-2020	E-Form being designed with Communications Team.
In Progress 	COMS1922_05	Set up procedures for Channel, Prevent, and Serious Organised Crime	Effective notification and referral mechanisms	50%	31-Mar-2020	Procedures for effective Notification and Referral being produced.
In Progress 	COMS1922_06	Set up effective mechanisms to manage the Local Strategic Partnership Task and Finish Group	Improved functioning of, and outcomes from, Local Strategic Partnership	50%	31-Oct-2019	Changes to the way LSP groups operate being undertaken.
In Progress 	COMS1922_08	Create an effective Key Individuals Network System (KINS) for Broxtowe	System populated with key individuals to enable distribution of information to the specific communities	25%	31-Dec-2019	On track for completion by due date.

## Community Safety Key Performance Indicators 2019/20

Status / Icon	Code & Short Name	Outturn 2017/18	Outturn 2018/19	Q1 2019/20	Target 2019/20	Short Trend	Long Trend	Latest Note
Green 	Coms_048 Food Inspections: High Risk	100%	100%	90%	100%	Improving	Improving	On track for 100% at year end
Amber 	ComS_053 HEALTH & SAFETY: Respond to specific complaints/accident notifications/requests	94%	98%	98%	100%	Improving	Improving	
Data Only 	ComS_012 Number of ASB cases received by Environmental Health	564	480	115	-	Improving	Improving	2018/19 Q1 = 145 2017/18 Q1 = 184
Data Only 	ComS_013 No of ASB cases received by Housing (gen Housing)	84	152	34	-	Improving	Improving	2018/19 Q1 = 53 2017/18 Q1 = 54
Data Only 	ComS_014 Number of ASB cases received by Community Services	32	40	4	-	Improving	Stable	2018/19 Q1 = 8 2017/18 Q1 = 5
Amber 	ComS_032 Residents Surveyed who feel safe outside in the local area during the day (%)	100%	96%	-	98%	Getting Worse	-	- Data from 2018 Notts County Council Satisfaction Survey. Second Highest score across Notts. Average score across County = 92%.
Green 	ComS_033 Residents Surveyed who feel safe outside in the local area after dark (%)	50%	72%	-	77%	Improving	-	- Data taken from Notts County Council Satisfaction Survey 2018. Average score across county figure is 61%.

## Report of the Interim Strategic Director

### WORK PROGRAMME

#### 1. Purpose of report

To consider items for inclusion in the Work Programme for future meetings.

#### 2. Background

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

#### 3. Work Programme

15 November 2019	<ul style="list-style-type: none"> <li>• Performance Management – Review of Business Plan Progress – Community Safety and Health</li> <li>• CCTV Policy</li> <li>• Knife Crime Presentation</li> </ul>
23 January 2020	<ul style="list-style-type: none"> <li>• Business Plans and Financial Estimates 2019/20 - 2021/22 – Community Safety and Health</li> </ul>

### Recommendation

**The Committee is asked to CONSIDER the Work Programme and RESOLVE accordingly.**

#### Background papers

Nil

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