



Wednesday, 27 May 2020

Dear Sir/Madam

A meeting of the Community Safety Committee will be held on Thursday, 4 June 2020 (to be held virtually, via Microsoft Teams) commencing at 7.00 pm.

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

Yours faithfully

Chief Executive

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

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 - 4)

To approve the minutes of the previous meeting held on 23 January 2020.

4. NEIGHBOURHOOD POLICING INSPECTOR UPDATE
To receive an update on local policing issues.

5. FOOD SERVICE PLAN 2020/21 (Pages 5 - 20)
To advise Members of, and seek approval for, a revised Food Service Plan.

6. UPDATE ON THE POLICE AND CRIME COMMISSIONER PANEL
Councillor R D MacRae, the Council's representative on the Nottinghamshire Police and Crime Commissioner Panel, will provide an update for the Committee.

7. RENEWAL OF PUBLIC SPACES PROTECTION ORDERS (Pages 21 - 42)
To update Committee on the renewal by the Chief Executive using executive powers, of existing Public Spaces Protection Orders in order to continue helping to control issues around public consumption of alcohol.

8. CCTV UPDATE (Pages 43 - 50)
To provide Committee with various updates and information regarding the closed-circuit television (CCTV) cameras owned and operated by the Council and Leisure.

9. PERFORMANCE MANAGEMENT - REVIEW OF BUSINESS PLAN PROGRESS - COMMUNITY SAFETY (Pages 51 - 56)
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 57 - 58)
To consider items for inclusion in the Work Programme for future meetings.

11. KNIFE CRIME ACTION PLAN 2020/22 (Pages 59 - 68)

To advise Committee of, and to seek approval for, a Knife Crime Action Plan.

12. EXCLUSION OF PUBLIC AND PRESS

The Committee is asked to RESOLVE that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, and 3 of Schedule 12A of the Act.

13. KNIFE CRIME ACTION PLAN 2020/22 - APPENDIX 2 (Pages 69 - 70)

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COMMUNITY SAFETY COMMITTEE

THURSDAY, 23 JANUARY 2020

Present: Councillor P Lally, Chair

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

25 DECLARATIONS OF INTEREST

There were no declarations of interest.

26 MINUTES

The minutes of the meeting held on 14 November 2019 were confirmed and signed as a correct record.

27 PRESENTATION FROM THE PYTHIAN CLUB

The Chair informed the Committee that this item would be moved forward in the agenda. Members received a presentation from the Pythian Club and were informed that the aim of the Club was to inspire positivity in young people.

28 NEIGHBOURHOOD POLICING INSPECTOR UPDATE

Members received a written update from Inspector Simon Riley on policing matters.

29 UPDATE ON THE POLICE AND CRIME COMMISSIONER PANEL

Councillor R D MacRae, the Council's representative on the Nottinghamshire Police and Crime Panel, updated members on the work of the Panel.

30 UPDATE ON ARMED FORCES COMMUNITY COVENANT ACTION PLAN 2018/20

Members were informed that the Military Covenant, or Armed Forces Covenant, was a term introduced in 2000 to refer to the mutual obligations between the nation and its Armed Forces. It was an informal understanding, rather than a legally enforceable deal, but was nevertheless treated with great seriousness within the services. Organisations which signed up to the Covenant pledge acknowledged and understood that those who served or who have served in the armed forces, and their families, should be treated with fairness and respect in the communities, economy and society they serve with their lives.

RESOLVED that the Armed Forces Community Covenant Action Plan 2018/20 be approved.

31 TOILET PROVISION IN PREMISES SELLING FOOD AND DRINK

Section 20 of the Local Government (Miscellaneous Provisions) Act 1976 (the Act) empowers local authorities to require sanitary facilities to be made available for the use of the public in “relevant places” defined under the Act including “places used for the sale of food and drink to members of the public for consumption at the place”. The Act gives the local authority the power to require the owner/occupier to provide sanitary accommodation of specific kinds and number, in a specified time.

The Council currently does not have an approved policy on this matter. As such, officers of the Environmental Health Section can only recommend good practice where they find a food business where seating is provided and there are no toilets. Very few complaints are received from the public about this issue but it is felt that the situation in Broxtowe should be regularised, even if that means simply maintaining the current position of officers just giving “best practice” advice.

The Committee considered a number of options with regard to toilet provision and agreed that initial consultation would allow for members to reach a more informed decision.

An amendment was proposed by Councillor P Lally and seconded by Councillor R D MacRae that consultation be undertaken prior to a decision. On being put to the meeting, the amendment was carried.

RESOLVED that consultation take place with existing food and drink premises and the public prior to further consideration by the Committee.

32 BUSINESS PLANS AND FINANCIAL ESTIMATES 2020/21 - 2022/23 - COMMUNITY SAFETY AND HEALTH

The Committee considered proposals for business plans, detailed revenue budget estimates for 2020/21 and proposed fees and charges for 2020/21 in

respect of the Council's priority areas. Additional information showing proposed fees and charges in respect of dog control was circulated.

RESOLVED that the Community Safety Business Plan be approved.

RECOMMENDED that the Finance and Resources Committee recommends to Council that the following be approved:

- a) The detailed revenue budget estimates for 2020/21 (base) including any revenue development submissions.**
- b) The fees and charges for 2020/21.**

33 WORK PROGRAMME

Members considered the Work Programme and it was agreed that a standing item be added in relation to Updates on the Police and Crime Commissioner Panel in addition to the results of the consultation for toilet provision in premises selling food and drink.

RESOLVED that the Work Programme, as amended, be approved.

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Report of the Chief Executive

FOOD SERVICE PLAN 2020-21

1. Purpose of report

To advise Members of, and seek approval for, a revised Food Service Plan.

2. Detail

The Food Standards Agency Framework Agreement sets out what the Food Standards Agency expects from local authorities in their 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.

The plan describes how the service is discharged and details the numbers, types and priority ratings of the borough's food premises, the frequencies of planned interventions, sampling programmes, health promotion activities, reactive work, including responding to food complaints, food hazard warnings and investigating cases of infectious disease. As well as containing data from the last financial year, the plan contains information on proposals for undertaking duties in 2020-21.

A full copy of the proposed Broxtowe Borough Council Statutory Food Service Plan 2020/21 is attached at appendix A.

Recommendation

Committee is asked to RESOLVE that the Food Service Plan 2020-21 be approved.

Background papers

Nil

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**Broxtowe
Borough**

C O U N C I L

Food Service Plan 2020-2021

1.0 Introduction

Broxtowe Borough Council (the Council) is committed to ensuring that food produced, sold or consumed in the district is safe to eat and does not pose a risk to public health.

This Food Service Plan sets out how the Council will deliver the elements of food safety and hygiene for which the Council has enforcement responsibility.

The requirement to have a Food Service Plan is laid down by the Food Standards Agency (FSA) in its Framework Agreement on Local Authority Food Law Enforcement. The FSA was established in April 2000 as an independent monitoring and advisory body and is the central competent authority responsible for food safety in the UK.

2.0 Food Safety Service Aims and Objectives

2.1 Aim

To maintain, and where possible improve, the health and wellbeing of residents and visitors to the borough of Broxtowe and the success of local food businesses by ensuring the safe production, processing, handling, storage, distribution and sale of food in the district.

2.2 Objectives

- To meet the standard set out in the Framework Agreement issued by the Food Standards Agency
- To ensure that food is safe to eat and free from extraneous matter
- To keep accurate records of all food enforcement activities and maintain an accurate register of food businesses in the district
- To carry out food hygiene interventions in accordance with the minimum inspection frequencies and to standards determined by the Food Standards Agency
- To encourage standards of hygiene higher than the minimum acceptable in law
- To increase the knowledge of food handlers and the general public about the principles and practice of food hygiene
- To deal with food alerts in accordance with Food Standards Agency guidance
- To investigate complaints relating to food premises or food sold in the borough of Broxtowe
- To investigate notified cases of food and water borne illness and take effective action to control the spread of infection
- To sample and risk-assess private water supplies

- To effectively and efficiently meet the needs of the public and businesses using our service and to respond positively to challenges
- To respond to planning and licensing consultations as a statutory consultee.
- To support and promote schemes and initiatives which improve the health of customers of food businesses (e.g. Healthy Options Takeaway (HOT))
- To undertake surveillance, inspection and sampling of foods and food contact materials including imported food

3.0 Links to Broxtowe's Corporate Plan

The Council's priorities are detailed in the Corporate Plan 2020-24.

The Food Service Plan accords with the Council's Vision which is: "*A greener, healthier, safer Broxtowe where everyone prospers*"

The Food Service Plan contributes directly to the Business Growth and Health priorities in the Corporate Plan which are:

Invest in our towns and people

Support people to live well

4.0 Organisation structure and staffing

The food safety service is currently contained in the Environmental Health section within the Public Protection Division. All officers and the service are directly managed by the Chief Environmental Health Officer resulting in a flat management structure. The Chief Environmental Health Officer reports to the Head of Public Protection.

The establishment provides for seven suitably qualified officers who are able to undertake food safety, occupational health and safety, licensing, registrations, private water supply and infectious disease investigation duties. This comprises of the Chief Environmental Health Officer, five Environmental Health Officers (including one-part time officer) and one part-time Environmental Health Technical Officer (who is qualified to the Higher Certificate in Food Premises Inspection standard).

Administration support is provided by another department which also supports other teams. In 2019/20 the staffing allocation equated to 2.6 Full Time Equivalent (FTE) for food safety duties.

5.0 Staff Development and Competency

All officers are subject to regular appraisal and participation in competency assessments and authorisation frameworks for the relevant service areas. Specific Continuing Professional Development (CPD) requirements as required by the Food Law Code of Practice, membership of the Chartered Institute of Environmental Health or equivalent professional bodies are also adhered to. It is essential that officers are up to date in legislation and enforcement issues and the service utilises free and low cost training courses available in addition to completing specific job training as required and utilising tools such as the Regulators Development Needs Assessment (RDNA) and cascade training through the team as appropriate.

The Environmental Health section is responsible for all aspects of food hygiene and safety, private water supplies and infectious disease control, as well as a wide range of other duties.

In terms of food safety services, responsibilities include:

- Inspection of food premises in accordance with the Food Law Code of Practice
- Registration of food businesses
- Approval and inspection of businesses producing foods of animal origin
- Investigation of complaints about food and hygiene at food premises
- Promotion of documented food safety systems
- Promotion of the National Food Hygiene Rating Scheme
- Sampling of food for microbiological examination
- Investigation of food borne infection
- Investigation of food poisoning outbreaks
- Imported food control
- Sampling
- Food alerts (food hazard warnings)
- Provision of advice and guidance including participation in events that promote food safety and supporting new and proposed food businesses
- Food hygiene training courses

As part of the provision of a complete service, the section works in conjunction with the following partner organisations:

- The Food Standards Agency
- Department for Environment Food and Rural Affairs (DEFRA)
- The Health and Safety Executive
- Public Health England
- Other local authorities including Trading Standards as appropriate
- Public Analyst

The Council is also represented on the following working groups:

- Nottinghamshire Food Liaison Group
- Nottinghamshire Food Sampling group
- Nottinghamshire Licensing and Registration Sub Group
- Nottinghamshire Health and Safety Group
- Infection Liaison Committee
- Nottinghamshire Regulatory Managers Group
- Health Protection Strategy Group
- Local Health Resilience Forum
- Midland Health and Safety Group

These groups also contribute to wider regional and national working groups.

6.0 Enforcement Protocol

The enforcement protocol has been approved by the Council and reflects the intention of the service to meet the requirements of criminal investigation laws and the Regulators Compliance Code.

7.0 Demands on the Food Service

The following paragraphs outline the various demands on the service.

7.1 Number of Premises

As at 31st March 2020, there were 883 food premises on the Broxtowe food data base. The table below shows the number of each type of food business in each category.

Premises category	Total number of premises in category
Producers	8
Manufacturers/Packers	26
Importers	2
Distributors	5
Retailers	204
Restaurants and Caterers	638
	883

7.2 Interventions at Food Establishments

The Council uses the Food Hygiene Intervention Rating Scheme as detailed in the Brand Standard for the National Food Hygiene Rating Scheme and the Food Law Code of Practice to determine the frequency that food premises should be inspected. This ensures that all premises are inspected at an appropriate minimum interval determined by their individual risk rating. The risk rating is based on the nature of food handling undertaken, the level of compliance with legal requirements and

confidence in food safety management systems. The minimum frequency varies from six monthly to three years depending on the assessed risk category.

Additional interventions and officer time are directed at those businesses which fail to meet basic compliance with food safety. Ratings of businesses meeting the criteria contained in the Brand Standard are published on the Broxtowe and Food Standards Agency websites as part of the National Food Hygiene Rating scheme.

As at 31st March 2020, the breakdown of food businesses by category in the district was as follows:

Priority	Premises category	Premises Score	Frequency of Inspection	Total number of Premises in Category
A	High	92 or higher	6 months	8
B	High	72 to 91	12 months	57
C	High	52 to 71	18 months	177
D	Low	31 to 51	24 months	275
E	Low	0 to 30	Alternative Interventions (36 months)	314
Unrated	Other		New premises within 28 days of registration	33
Outside Programme	Other			19
Total				883

A specific database is used to generate and record interventions. This database is also used to extract data to upload to the national Food Hygiene Rating Scheme website, the Local Authority Enforcement Monitoring System (LAEMS) annual data return to the FSA, the Health and Safety Executive/Local Authority Enforcement Liaison Committee (HELA) return to the Health and Safety Executive (HSE) and other statutory returns (e.g. Drinking Water returns to DEFRA)

The premises score includes weightings for complex processes, type of food handled, number of consumers, vulnerable groups, condition of the structure of the premises and confidence in management etc. Category A premises are usually manufacturers or premises with a poor compliance history. Category E premises are usually retailers of packaged ambient food or wet sales pubs etc.

Inspections with a Hygiene Rating of 0, 1 and 2 (on a scale of 0 - Requires Urgent Improvement to 5 – Very Good) and businesses in categories A and B usually

generate a revisit. Additional revisits are generated at the request of the food business operator to review their food hygiene rating, where there are customer complaints, for new business start-ups and where major alterations or refurbishments are planned.

7.3 Food and Water Sampling

Sampling of food, including imported food, water, and materials in contact with food is carried out as part of a county, regional and national sampling programme. Food samples for microbiological examination are sent to the Public Health Laboratory at York. Other food samples and private water supplies are sent to the Public Analyst in Leeds.

7.4 Control and Investigation of outbreaks and infectious diseases related to food, water, travel or recreational activities.

The service has a policy to investigate any suspected cases of infectious disease to minimise spread of infection. A matrix exists regarding the cases to be investigated and liaison takes place with Public Health England. The greatest number of notifications are currently for campylobacter but unless these are in a high-risk group (under one year old / food handler or carer / associated with a known outbreak), these cases are not logged or investigated. Samples are currently sent to the laboratory at Birmingham for analysis.

7.5 Food Safety Alerts, Product Recall Information and Allergy Alerts.

The policy of this service is to respond appropriately to food alerts and intelligence, to investigate food safety incidents and generate food alerts as necessary in accordance with the requirements of the Food Safety Code of Practice and associated Practice Guidance.

7.6 Health and Food Safety Education and Promotion

The service participates, where resources permit, in targeted local and national activities and interventions

8.0 Service Data for 2019/2020

8.1 Food Hygiene Interventions in 2019/2020

Interventions undertaken (by category of premises)

A	B	C	D	E	Unrated	TOTAL
37	81	190	198	60	143	709

8.2 Number of revisits in 2019/2020

50 revisits

8.3 Requests for Service 2019/2020

Requests for service include concerns regarding the condition of the premises, or food with microbiological or physical contamination.

Hygiene of Premises	Food Complaints	Other Food Related Enquiries
62	85	25

8.4 Enforcement Action (Premises) 2019/2020

Informal Warnings	407
Improvement Notices	3
Hygiene Emergency Prohibition Notices	0
Hygiene Emergency Prohibition Orders	0
Voluntary Closure	0
Seizure, Detention, Voluntary surrender of food	0
Simple Cautions	0
Prosecutions	0

Hygiene Emergency Prohibition Notices are served where an imminent risk of injury to health has been identified and action is required to stop a food business or process from operating. Any notices served must be followed by an application to the Magistrates' Court within three working days for an Order confirming such action.

8.5 Food and Water Sampling

87 food and water samples were taken in 2019/2020

Type of sample	Number taken
Prepared/Ready to eat dishes including herbs	50
Raw milk cheeses	11
Eggs	6
Bakery Products – Flour and Cereal	17
Other swabs/surfaces/materials in contact with food	3
Total	87

8.6 Control and Investigation of outbreaks and infectious diseases related to food, water, travel or recreational activities in 2019/2020

28 reports of suspected or confirmed cases of infectious disease were notified to the service in 2019/2020 which required investigation.

Cases investigated comprised of salmonella, giardia, cryptosporidium, listeria, norovirus and suspected illness following consumption of food and water.

8.7 Food Safety Education and Promotion in 2019/2020

The service participated in targeted local and national activities and interventions and the Healthy Options Takeaway (HOT) initiative with the 250th business in the scheme being based in Broxtowe Borough. The Council participated in proactive and targeted promotion of good hygiene practice and social distancing rules and changes in business operations resulting from COVID 19 and subsequent business restrictions.

9.0 Performance Monitoring

9.1 The Food Service aspect of Environmental Health has a number of performance indicators which are monitored as part of the Community Safety Business Plan.

These are:

- Food Inspections – High Risk - Inspect all businesses due for inspection in accordance with a pre-planned programme based on risk. Target 100%
- Food Inspections – Low Risk - Inspect all businesses due for inspection in accordance with a pre-planned programme based on risk. Target 100%
- Food - Respond to specific complaints about practices procedures and conditions which may prejudice health in the short term within one working day of receipt, and non-urgent complaints / general requests for advice within five working days of receipt. Target 100%
- Infectious Disease - Respond to notifications within one working day and requests for advice and information as soon as practicable within five working days of receipt. Target 100%
- Satisfaction of businesses with local authority regulation service. Target 100%

Performance information in respect of these indicators for the last three years is given below.

9.2 Food Inspections 2019/2020

Category	Number of inspections due 2018/19	No of inspections undertaken	Percentage completion
A	37	37	100%
B	84	81	96%
C	192	190	99%
Total High Risk	313	308*	98%
D	207	198	96%
E	62	60	97%
Total Low Risk	269	258*	96%

*. The small number of premises not physically inspected by year end was in accordance with Food Standards Agency Guidance following lockdown due to COVID 19 and either because they were temporarily closed or restricting visitors – e.g. the B rated care homes. An intervention took place with any of these premises which were still operational. Additional interventions were also carried out to any premises which varied its operating practices during the pandemic response to ensure they were operating in accordance with the Emergency Regulations and safe operating guidance for takeaways and social distancing rules. All inspections would have been completed, if the pandemic had not intervened.

In addition 143 inspections of previously unrated premises were undertaken.

% of Low and High Risk Inspections Completed 2013 to 2020

Year	Percentage of High Risk Inspections Completed	Percentage of Low Risk Inspections Completed
2013/14	91%	46%
2014/15	89%	34%
2015/16	82%	34%
2016/17	88%	61%
2017/18	100%	97%
2018/19	100%	100%
2019/20	98%	96%

9.3 Response to Service Requests within Target Times

Service Type	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Food Safety	98%	96%	98%	99%	98%	97%	97%
Infectious Disease Notifications	87%	100%	100%	84%	100%	91%	100%
Consultations	93%	95%	95%	98%	97%	95%	94%

10.0 Proposed Inspection Programme 2020/2021

Priority	Premises category	Total number of premises in category	Inspections due 2020/2021	Overdue inspections carried forward
A	High	8	16	0
B	High	57	57	3
C	High	177	129	2
D	Low	275	94	9
E	Low	314	184	2
Unrated	Other	33	33	
Total		883	513	16
Outside Programme	Other	19	9	
Total including Outside Programme and Carried Forward			538	

There has been a significant number of new business premises registrations being submitted to the Council and which require intervention within 28 days.

11.0 Issues for 2020/2021

- The COVID 19 situation affected the completion on the year end programmed inspection programme and will continue to have a significant impact on the delivery of programmed interventions. Those inspections not completed at year end were due to either those businesses temporarily stopping trading in the lockdown, or requesting that we did not inspect to minimise external visitors into the business and this specifically included an A rated pub and some B rated Care Homes. Alternative contact and review of practices and procedures were undertaken at these premises instead, in line with the direction from the Food Standards Agency. Restricted access and trading of some of the premises requiring programmed inspections will continue to be the case into 2020 and will cause a backlog of inspections being required later in the year.
- To ensure implementation of the Food Standards Agency 'Regulating Our Futures' programme to modernise food safety enforcement and ensure it is sustainable for the future
- To continue to monitor the resource provided to food safety enforcement to ensure it is adequate to meet the demands of the service, including new food business interventions in a timely manner
- To continue to provide effective food and registration interventions prioritising high-risk and non-compliant premises
- To continue to carry out follow up interventions to 0,1 and 2 rated premises to secure improvements
- To continue to provide a competent team to deal with these areas of service delivery
- To continue to use the full range of enforcement tools available to protect the safety, health and welfare of visitors, residents and workers within the borough and to support compliant businesses
- To sign up at least 12 businesses to the HOT (Healthy Options Takeaway) Award
- To continue to participate in the National Food Hygiene Rating Scheme
- To continue to implement changes to animal licensing activities.

12.0 Identification of variation from the Service Plan

We successfully signed up to food registrations online via food.gov.uk in March 2020 which allows businesses to register at one centralised point with registrations being sent to Broxtowe and Nottinghamshire County Council Trading Standards simultaneously.

A large number of new premises registrations (over 100 per year) have been received which require on-going intervention. Resource must be continued to be allocated to monitoring premises with a Food Hygiene Rating of 0, 1 or 2 to ensure improvements in standards is achieved.

Animal Licensing continues to be resource intensive, implementing the new legislation and assessing premises which may now require licensing.

We continue to participate in the Nottinghamshire Healthy Options Takeaway Scheme.

Continued priority of reactive work and occupational safety interventions is also necessary.

13. Further Information

Local Authority food enforcement statistics are published at

<https://data.food.gov.uk/catalog/datasets/069c7353-4fdd-4b4f-9c13-ec525753fb2c>

Future food enforcement comparisons will be made based on 'the balanced scorecard' and a review of monitoring data may be required to continue to reflect national monitoring schemes.

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Report of the Chief Executive

RENEWAL OF PUBLIC SPACES PROTECTION ORDERS

1. Purpose of report

To update Committee on the renewal by the Chief Executive using executive powers, of existing Public Spaces Protection Orders (PSPOs) in order to continue helping to control issues around public consumption of alcohol.

2. Background

Public Spaces Protection Orders are designed to deal with a particular nuisance in a particular area by imposing conditions on the use of that area. They were introduced through the Anti-Social Behaviour, Crime and Policing Act 2014 and came into effect in October 2014. Councils are responsible for making PSPOs and can do so on any public space. Before making a PSPO, a Council must be satisfied, on “reasonable grounds”, that the behaviour to be restricted:

- is having, or is likely to have, a detrimental effect on the quality of life of those in the locality;
- is, or is likely to be, persistent or continuing in nature;
- is, or is likely to be, unreasonable; and
- justifies the restrictions imposed.

A PSPO can be used to restrict the consumption of alcohol in a public space where the above conditions have been met. Six PSPOs were recently in place in Broxtowe for the control of alcohol consumption. These are listed in Appendix 1 and maps showing the “restricted areas” are also attached. A PSPO can only be made for a maximum of three years after which consideration has to be given to its renewal, otherwise it lapses. Four of the Broxtowe alcohol control PSPOs expired on 10 May 2020, and two expired on 30 April 2020.

Consultation took place on the proposal to renewal and the only comments received were from Nottinghamshire Police who are supportive of the proposal (appendix 3).

The proposal to renew the six PSPOs, and to consolidate them into one Order which covers the existing six areas, would have been brought to this Committee at its meeting at the end of April, but this was cancelled due to the Coronavirus crisis. Due to the requirement to renew the PSPOs before they expired, the Chief Executive used her executive powers to make the renewal. The new consolidated Order is attached at appendix 2.

Financial implications

There are no financial implications.

Recommendation

Committee is asked to NOTE the decision made by the Chief Executive to create a Public Spaces Protection Order in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014 as detailed in appendix 2.

Background papers

Nil

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Further information about Public Space Protection Orders (PSPOs)

The PSPO was introduced by the Anti-Social Behaviour, Crime and Policing Act 2014, and is designed to stop individuals or groups from committing anti-social behaviour. The orders are intended to be used to protect the public from behaviour that is having, or is likely to have a detrimental effect on the quality of life of those in the locality and is persistent and unreasonable. For example, the effect of the soon to expire PSPOs in question will be to prohibit the consumption of alcohol in or on a public highway, car parks and all other land to which the public, or any section of the public, on payment or otherwise, as of right or by virtue of express or implied permission has access within the restricted area.

It is not an offence to drink alcohol in a controlled drinking area. However, it is an offence to fail to comply with a request from a police officer or other duly authorized officer to cease drinking or to surrender alcohol in the area. Failure to comply with a request is an offence which is liable on summary conviction to a fine not exceeding level 2 on the standard scale, currently £1,000. Fixed penalty notices can also be issued.

A PSPO cannot be used to restrict the consumption of alcohol where the premises or its curtilage (a beer garden or pavement seating area) is licensed for the supply of alcohol. Any premises temporarily licensed under a Temporary Event Notice, such as a special event, or where the premises licence is held by the Council, or is occupied by or managed on its behalf and covered by a premises licence held by a third party, are only excluded from this Order during the hours stipulated in their licence and for a period of 30 minutes thereafter. This is because the licensing system already includes safeguards against premises becoming centres of anti-social behaviour and would create confusion and duplication.

Gardens within the curtilage or residential dwellings will not be covered by the Order.

A breach of the PSPO without reasonable excuse would be a criminal offence, subject to a Fixed Penalty Notice of £75 or prosecution. Fixed Penalty Notices can be issued by a constable or other authorised officers. On summary conviction, an individual would be liable to a fine not exceeding level 2 on the standard scale (currently £500).

The six alcohol control PSPOs currently in place in the Borough are:

Eastwood
Beeston North
Beeston Town Centre
Manor Park, Toton
Stapleford
Kimberley

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Broxtowe Borough COUNCIL

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

SECTION 59
PUBLIC SPACES PROTECTION ORDER

BROXTOWE BOROUGH COUNCIL ALCOHOL CONTROL PUBLIC SPACES
PROTECTION ORDER

THIS ORDER is made by Broxtowe Borough Council (“the Authority”) because the Authority is satisfied on reasonable grounds that activities carried out or likely to be carried out in a public space:

- Have had or are likely to have a detrimental effect on the quality of life of those in the locality;
- Are or are likely to be, of a persistent or continuing nature;
- Are or are likely to be unreasonable; and
- Justify the restrictions imposed.

Namely the areas of BEESTON NORTH, BEESTON TOWN CENTRE, MANOR PARK RECREATION PARK (TOTON), STAPLEFORD TOWN CENTRE, KIMBERLEY and EASTWOOD TOWN CENTRE delineated red on the attached labelled plans being the “Restricted Areas”.

The Authority is satisfied that the following activity has been or is likely to be carried out in the Restricted Areas:

CONSUMPTION OF ALCOHOL

1. RESTRICTIONS/REQUIREMENTS:

You are prohibited from consuming alcohol or having an open container of alcohol in your possession in a public place within the Restricted Areas.

2. PERIOD FOR WHICH THE ORDER HAS EFFECT

This Order will come into force on the 1st day of May 2020 and lasts until the 30th day of April 2023.

At any point before the expiry of this period the Authority can extend the Order by up to three years if they are satisfied on reasonable grounds that this is necessary to prevent the activities identified in the Order from occurring or recurring or to prevent an increase in the frequency or seriousness of those activities after that time.

3. WHAT HAPPENS IF YOU FAIL TO COMPLY WITH THIS ORDER?

Section 63 of the Anti-Social Behaviour Crime and Policing Act says that where a constable or authorised person reasonably believes that you:

- Are or have been consuming alcohol in breach of this Order; or
- Intend to consume alcohol in breach of this Order.

The constable or authorised person may require you:

- (a) Not to consume, in breach of the Order, alcohol, or anything which the constable or authorised person reasonably believes to be alcohol;
- (b) To surrender anything in your possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol

It is an offence for a person, without reasonable excuse, to fail to comply with a requirement imposed by a constable or authorised person under section 63.

A person guilty of an offence is liable on conviction in the Magistrates' Court to a fine not exceeding level 2 on the standard scale.

The effects of section 67 of the Anti-Social Behaviour Crime and Policing Act 2014 are appended to this Order.

4. FIXED PENALTY

A constable or authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence. You will have 21 days to pay the fixed penalty of £75. If you pay the fixed penalty in less than 14 days this will be reduced to £50. Payment of a fixed penalty within the aforementioned time frames discharges liability for the offence and you will not be prosecuted.

5. VALIDITY OF ORDERS

Any challenge to this Order must be made in the High Court by an interested person within six weeks of it being made. An interested person is someone who lives in, regularly works in, or visits the Restricted Areas. This means that only those who are directly affected by the restrictions have the power to challenge. The right to challenge also exists where an Order is varied by the Authority.

Interested persons can challenge the validity of this Order on two grounds: that the Authority did not have power to make the Order, or to include particular prohibitions or requirements; or that one of the requirements of the legislation, for instance consultation, has not been complied with.

When an application is made the High Court can decide to suspend the operation of the Order pending the Court's decision, in part or in totality. The High Court has the ability to uphold the Order, quash it, or vary it.

Dated.....
The Common Seal of
BROXTOWE BOROUGH COUNCIL
was affixed in the presence of :-

Proper Officer

Name: _____

Position: _____

Officer of the Council

Name: _____

Position: _____

APPENDIX

Section 67 Anti-Social Behaviour Crime and Policing Act 2014

- (1) It is an offence for a person without reasonable excuse-
 - (a) To do anything that the person is prohibited from doing by a public spaces protection order, or
 - (b) To fail to comply with a requirement to which a person is subject under a public spaces protection order
- (2) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale
- (3) A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order
- (4) Consuming alcohol in breach of a public spaces protection order is not an offence under this section (but see section 63)

PSPO Consultation Alcohol Control 2020 Response Report

17/03 – 23/03/2020 joint consultation for consolidated PSPO renewals

Consultations through online questionnaire at;
<https://www.broxtowe.gov.uk/about-the-council/consultations-feedback-complaints/consultations/>

Mail out (mixed email and letter) to the following;

- Broxtowe Borough Council Members
- Nottinghamshire County Council members
- Town and Parish Councils
- Nottinghamshire Police
- NET
- Nottingham City Transport
- Trent Barton
- OPCC
- Beeston Business Network
- Stapleford Business Networking
- Town Centre & Regeneration

RESULTS

AREA	WEB	MAILOUT	AGREE	DISAGREE
Beeston	1	1 (Police verbal response)	2	0
Beeston North	1	1 (Police verbal response)	2	0
Manor Park	1	1 (Police verbal response)	2	0
Stapleford	1	1 (Police verbal response)	2	0
Kimberley	1	1 (Police verbal response)	2	0
Eastwood	1	1 (Police verbal response)	2	0

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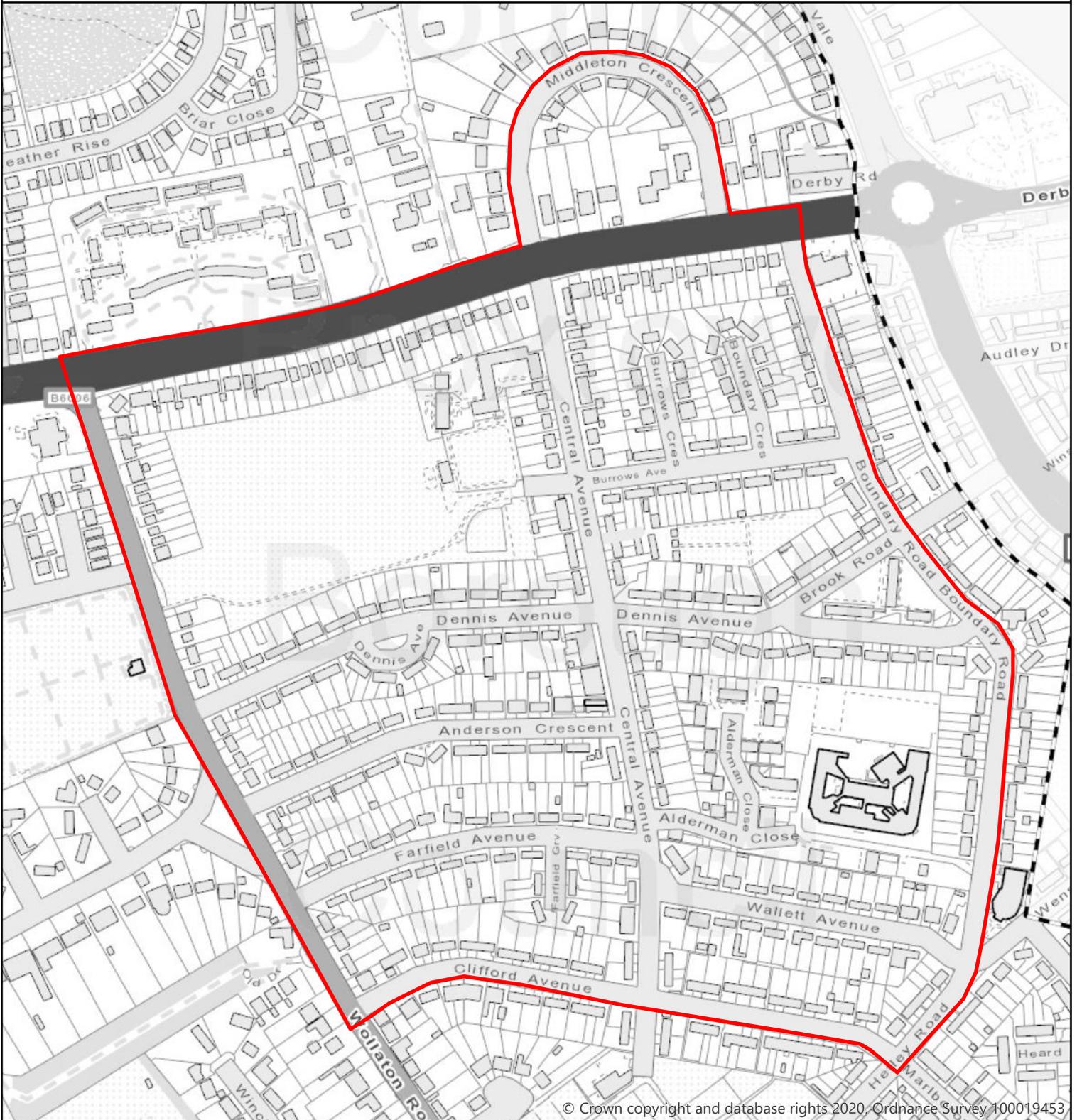


Beeston North

Broxtowe Borough Council Alcohol Control
Public Spaces Protection Order



Broxtowe
Borough
COUNCIL



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NOTES AND INFORMATION

 Restricted Area

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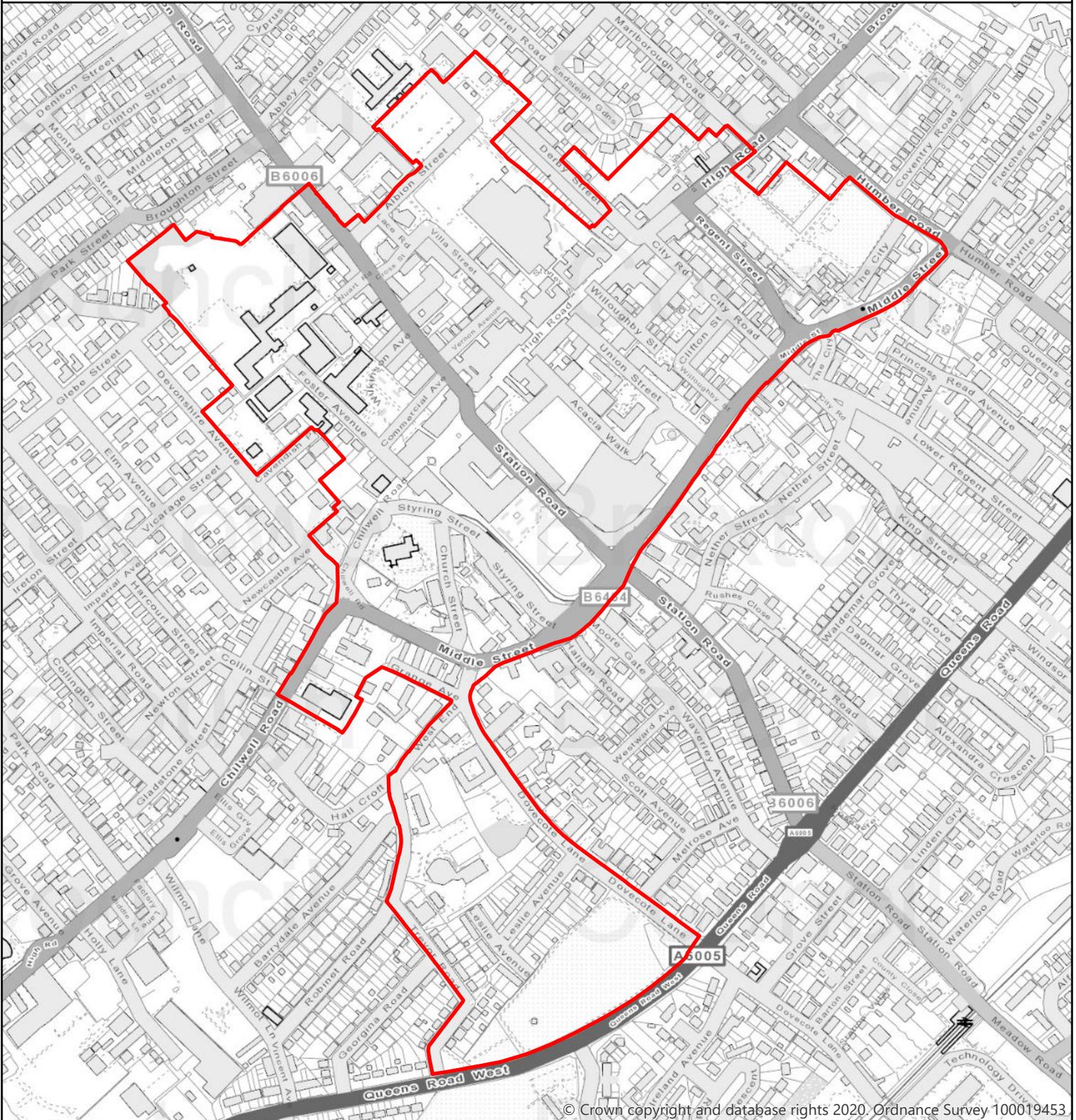


Beeston Town Centre

Broxtowe Borough Council Alcohol Control
Public Spaces Protection Order



Broxtowe
Borough
COUNCIL



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NOTES AND INFORMATION

 Restricted Area

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Eastwood Town Centre

Broxtowe Borough Council Alcohol Control
Public Spaces Protection Order



Broxtowe
Borough
COUNCIL



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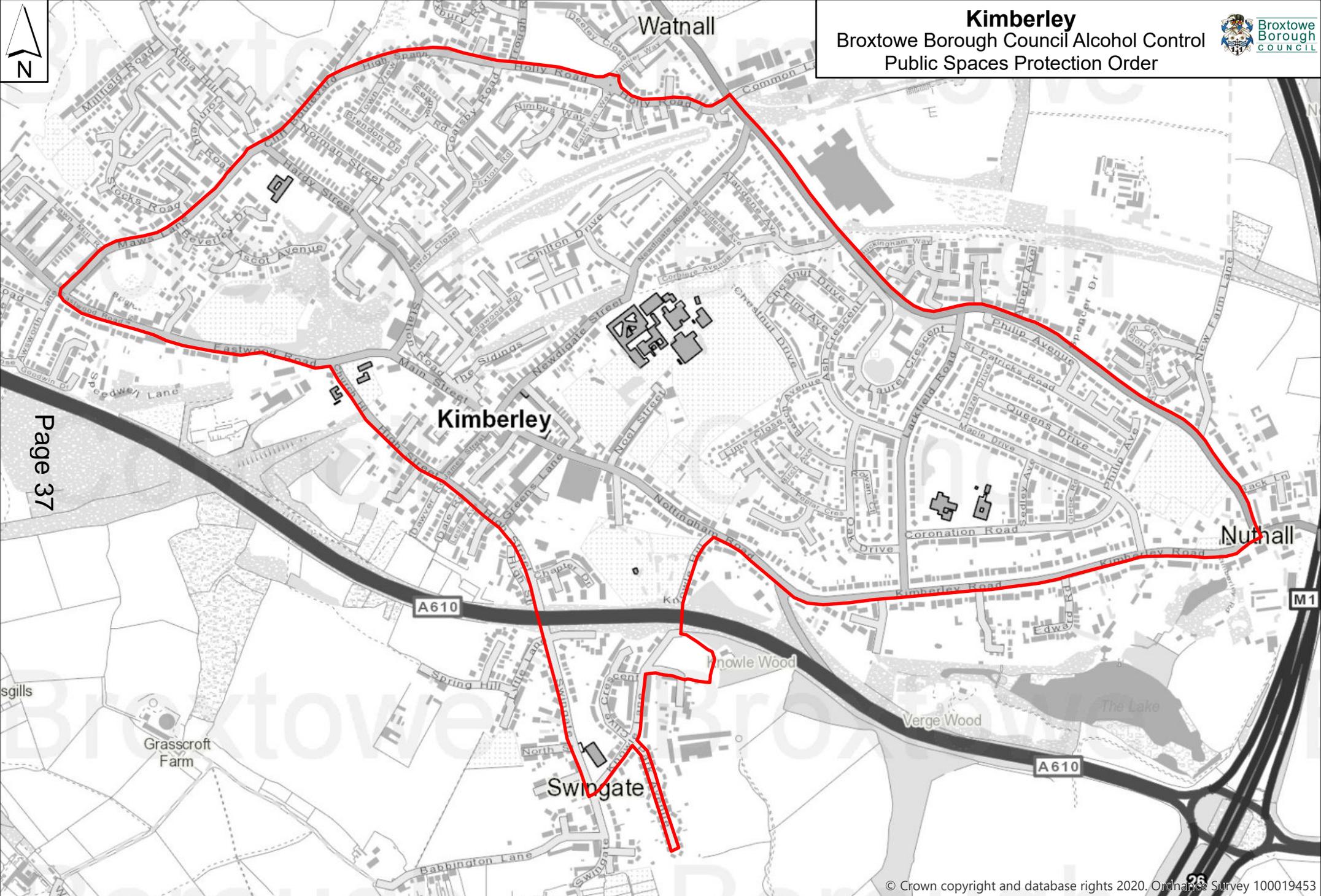
NOTES AND INFORMATION

 Restricted Area

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Kimberley
 Broxtowe Borough Council Alcohol Control
 Public Spaces Protection Order

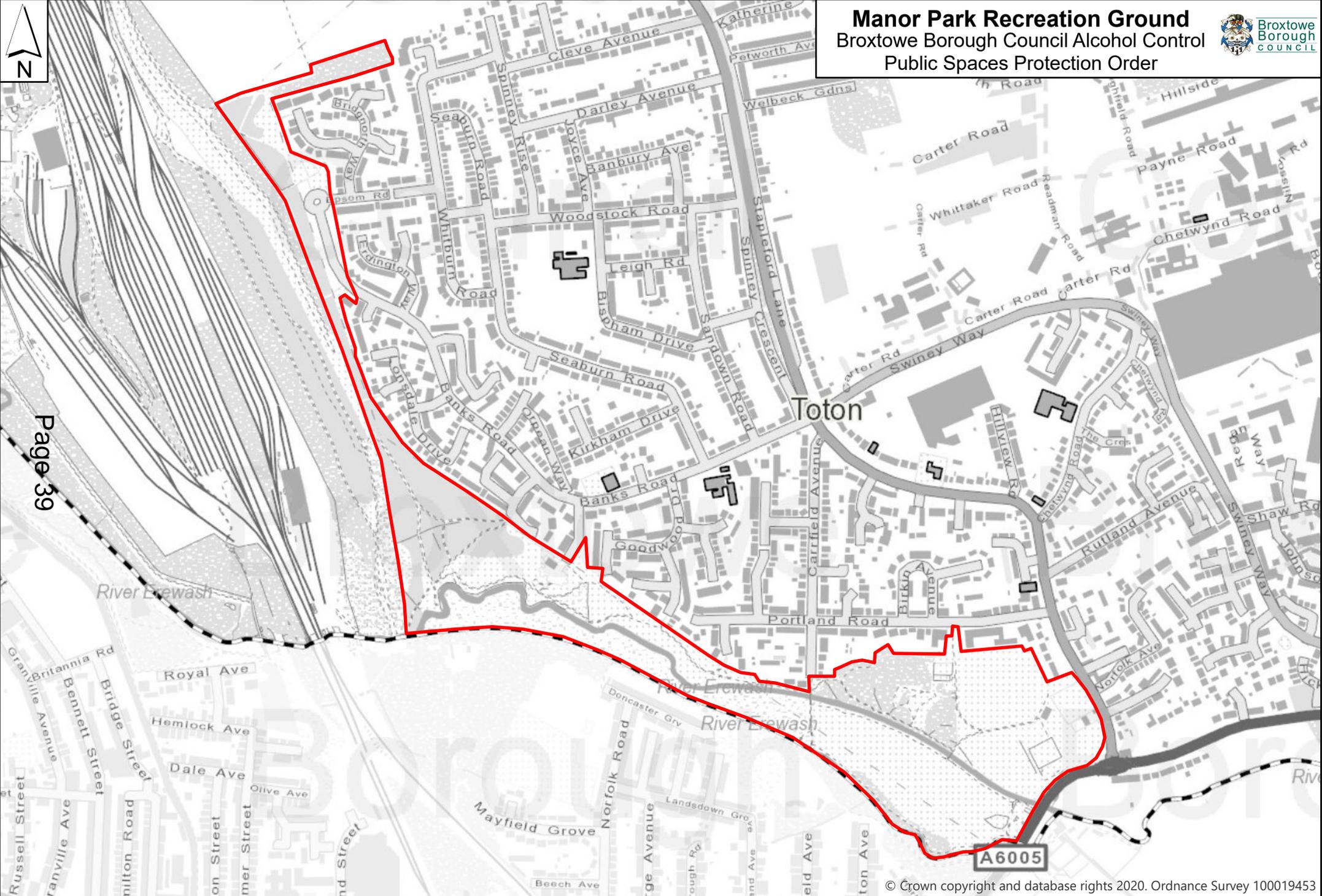


Page 37

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Manor Park Recreation Ground
 Broxtowe Borough Council Alcohol Control
 Public Spaces Protection Order



Page 39

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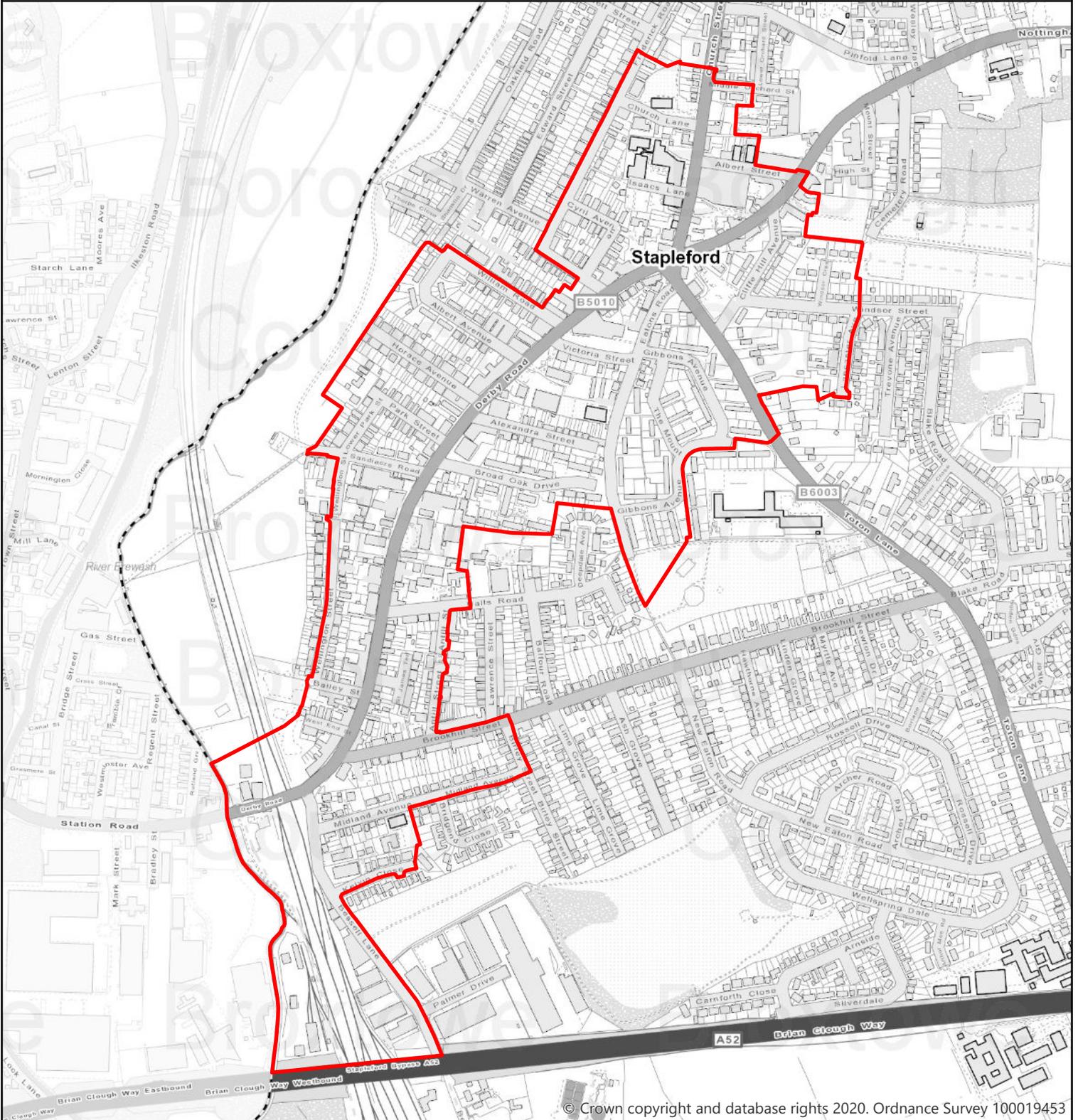


Stapleford Town Centre

Broxtowe Borough Council Alcohol Control
Public Spaces Protection Order



Broxtowe
Borough
COUNCIL



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NOTES AND INFORMATION

 Restricted Area

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Report of the Deputy Chief Executive

CCTV UPDATE

1. Purpose of report

To provide Committee with various updates and information regarding the closed-circuit television (CCTV) cameras owned and operated by the Council and LLeisure.

2. Detail

The Council and LLeisure currently have 201 CCTV cameras and video badges, of which Broxtowe has 65 cameras in public places - mostly town centres. The 65 cameras are managed and monitored centrally as part of a shared service arrangement with Ashfield District Council and Newark and Sherwood District Council.

The other 136 Broxtowe and LLeisure CCTV cameras and video badges are in a variety of other locations, some managed locally from the facility in which they are based, and some managed corporately. Further details are given in appendix 1.

The Surveillance Camera Commissioner has strongly recommended that all local authorities and relevant authorities identified under the surveillance legislation appoint a Senior Responsible Officer (SRO) to ensure compliance with the Protection of Freedoms Act (PoFA) in relation to surveillance; and a Single Point of Contact (SPOC) to deal with all matters relating to CCTV and surveillance.

The establishment of the role of a SRO and a SPOC within a local authority is the first step in demonstrating to the public that the local authority is committed to operating all surveillance camera equipment in compliance with the PoFA, Surveillance Code of Practice, and thereby building transparency, trust and confidence in its use. This action has been undertaken at Broxtowe.

Specific information on Broxtowe’s cameras is given in appendix 1. Appendix 2 sets out the requirements of the Surveillance Camera Code of Practice.

3. Financial implications

The financial implications are set out in appendix 1.

Recommendation

The Committee is asked to NOTE the report and to RESOLVE to employ an external specialist consultant to review the effectiveness and value for money of Broxtowe’s town centre CCTV. Initial enquiries suggest this would cost £3,000-£8,000 dependent on the extent of the brief.

Background papers

Nil

APPENDIX 1

Broxtowe Borough Council CCTV – facts and figures

Broxtowe Borough Council and LLeisure currently have 201 CCTV cameras and video badges, of which:

Town Centres

- 65 Broxtowe cameras are in public places such as town centres. These are monitored centrally by a private contractor (Profile) as part of a shared service arrangement with two other local authorities. Broxtowe takes a lead role in the procurement and management of both the CCTV monitoring and maintenance contracts and has committed to this active role within the 2018-signed Partnership Agreement.
- The arrangement includes a 24/7 control room based at Police HQ. Broxtowe Borough Council recharges the other two authorities proportionately, based on the number of centrally monitored cameras as of the 1st April each year.

Local Authority in the shared service	No. of cameras
Newark & Sherwood District Council	74
Ashfield District Council	29
Broxtowe Borough Council	65

The total monitoring cost for 2019/20 was £166,143.78 – which works out very close to **£1,000 per camera per year**. Under the terms of the Partnership Agreement, any complete termination of it (eg. unilateral exit by Broxtowe) requires:

-

“twenty four (24) months’ notice in writing to the other parties” and

“Any change in the number of cameras to be monitored on behalf of a party shall result in a proportionate and reasonable amendment to the costs paid by that party under this Agreement”

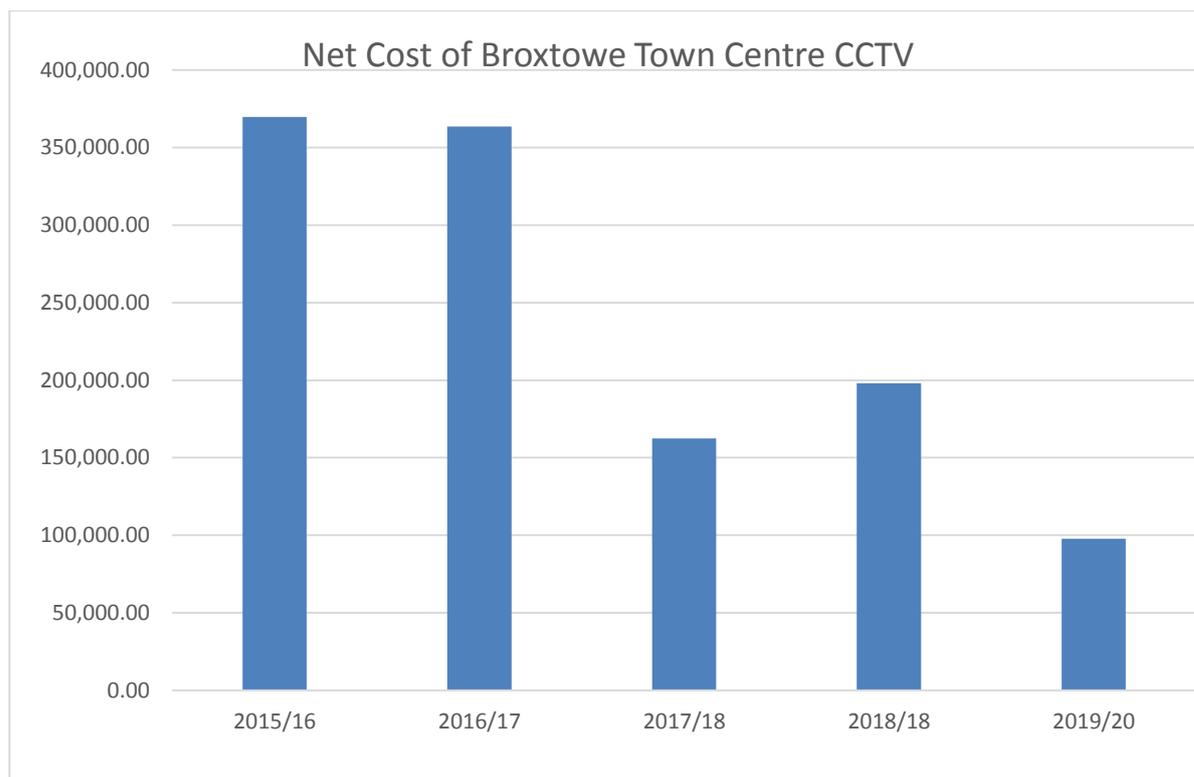
However, other key terms in the Agreement include: -

“The partnership shall meet in September of each year to discuss the respective proposals of each party with regard to the number of cameras they will be monitoring from the 1st April of the following year.

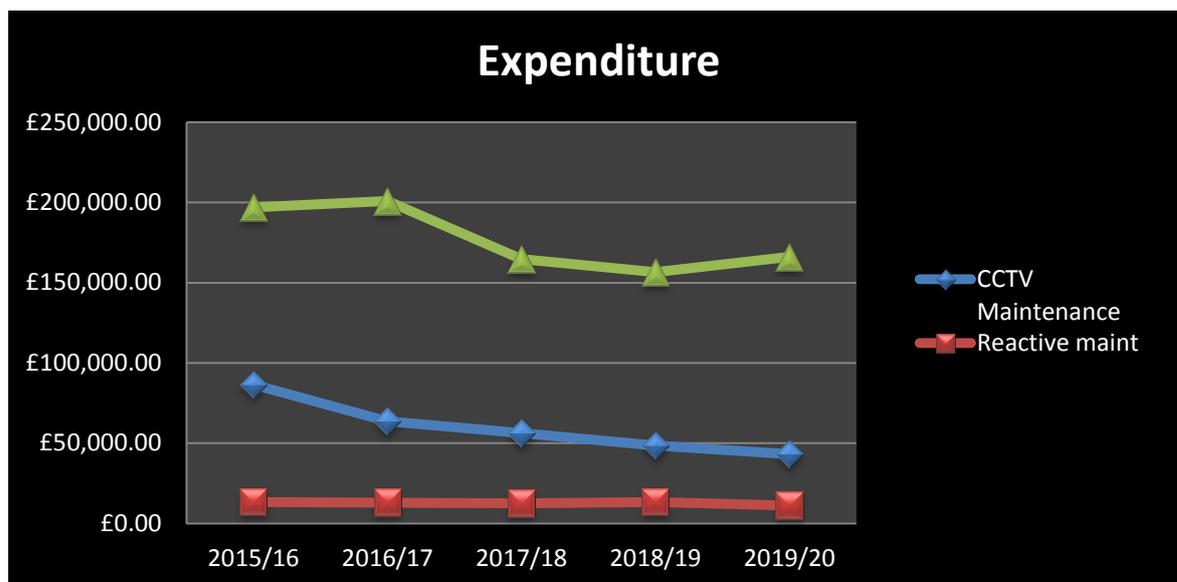
The other partners must be given a minimum of six (6) months’ notice if any partner decides to increase or decrease their number of cameras by 25% or more. If agreed by the parties, a small or insignificant change in a party’s camera numbers will be recorded but may not require a change in contribution rates.”

Effectively this means that any proposed reduction in the number of Broxtowe's 65 town centre cameras by more than 25% (-17) would have to be notified to the other parties by 30th September of any year and implemented by 1st April of the following year to then see a reduction in contribution from that 1st April. For example, if Broxtowe decided in October 2020 to halve the number of town centre cameras, the 6 months' notice period would run into April 2021 and the financial benefit to Broxtowe would not accrue until April 2022.

- The net cost of the main Broxtowe CCTV service has significantly reduced in recent years as illustrated in the graph below (source: Broxtowe accounts): -



- The reasons why these costs have significantly reduced are twofold – a genuine reduction in “hard” (actual cash) costs; and a more appropriate recharging of costs to other departments that were previously incorporated into the main town centre CTV budget heading (for example, £12,000 per year is now charged to the HRA for taking out-of-hours housing calls).
- The out-of-hours call-taking service provided by the shared CCTV control room is an important function to Broxtowe as it covers a range of services including: Housing repairs, Homelessness and general council emergencies (dangerous fly-tipping, flooding, major fires etc).
- The 2020/21 budget for Broxtowe's 65 public place cameras and their associated control room monitoring is **£127,500**. This is approximately £2,000 per camera of which half is monitoring (as previously detailed). This budget includes some planned replacement and renewal as well as the required comms costs and other licences.
- Details of the recent “hard” cost reductions are illustrated in the graph below: -



- The reduction in monitoring costs (green – top line – above) was mostly achieved in 2017/18 when the partners agreed to reduce 2-person 24/7 control room staffing to 2 persons at peak times and one person at other times.
- The significant reduction in the “CCTV Maintenance” line has been due to: reductions in the cost of the Control Room once it moved to Sherwood Lodge, reductions in the cost of comms and licences after the move to Sherwood Lodge, and less planned camera replacement.

The other Broxtowe and LLeisure Equipment

- The other 136 Broxtowe and LLeisure CCTV cameras and video badges are in a variety of other locations, some managed locally from the facility in which they are based, and some managed corporately. The 136 cameras are summarised below:

Location	Cameras	2019/20 Costs *
LLeisure facilities (Bramcote, Chilwell, Kimberley Leisure Centres) - recently reduced from 53 to 39 after a review at Chilwell	39	£1,228
Car parks, parks and video badges	32	£12,733
Housing estates (eg. Ribblesdale Court, Chilwell)	24	£2,145
Other council offices (eg. Foster Avenue)	16	£728
Bramcote Crematorium	15	£250
Community buildings	10	£1,088

*Note: These costs are not a like for like comparison with each other or with the town centre cameras. For example, some are self-contained systems with no comms or dedicated monitoring costs; some budgets include an element of repair and replacement, and others don't; most exclude electricity supply which is piggy-backed of the host building and not separately metered.

Usage of Broxtowe public place CCTV 2019 (the 65 town centre cameras)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Reactive incidents viewed	26	18	25	12	25	19	18	12	14	14	14	21	218
Proactive incidents viewed	10	7	6	3	4	9	5	14	9	11	4	21	103
Total incidents viewed	36	25	31	15	29	28	23	26	23	25	18	42	321
Arrests made	3	1	3	1	2	5	0	3	2	5	0	7	32
Police viewings	31	15	29	11	9	12	7	5	12	10	9	15	165
Discs produced	5	9	7	2	5	2	5	2	1	4	0	3	45
Out Of Hrs calls taken	86	99	91	89	101	112	81	127	116	93	123	102	1220

The following is a recent real life example of its usage: -

- Eastwood Camera 2042 – CCTV control room officer witnesses **public disorder**
- They report this to the police – police attend scene
- Fight breaks out a member of the public is **assaulted**
- Offender runs off – police are in pursuit
- Control room operator uses Cameras 2042, 2043, 2058 and 2059 to follow the offender to assist the police and ensure that appropriate **evidence** is capture for the CPS
- Police are guided to the offender and the police make an **arrest**
- Offender was carrying a knife, so the interaction may have **prevented a serious crime**
- Police **review footage and retrieve footage** from the council's CCTV system as criminal evidence for CPS prosecution

Surveillance system reviews and general progress

The Council and LLeisure have reviewed a number of surveillance systems throughout the last 18 months.

Chilwell Olympia

Consultation took place in April 2018 and it was agreed to significantly reduce the number of cameras, this rationalisation enabled the leisure centre to retain a number of cameras to facilitate staff security and asset protection whilst becoming more resilient and compliant with the Surveillance Camera Code of Practice. This work is now complete.

Other sites

The council also needs to carry out an examination on other sites - for example, within housing services, Leisure fitness centres, parks and recreation sites and the Council's Kimberley depot to apply the same national requirements and standards which will both ensure compliance with the Surveillance Camera Code of Practice and ensure value for money is being achieved.

Fly-tipping

The Council has approved a project to use CCTV cameras to help reduce fly-tipping. The project will require significant consultation and privacy impact assessment analysis to ensure compliance with the Surveillance Camera Code of Practice, but may help save the council significant cost of removing fly tipping in the future.

Body worn video cameras

Public protection, Environmental health and Licencing are in the process of procuring BWVC's to assist with the protection of staff working in vulnerable locations and gathering evidence to facilitate environmental crime prosecutions.

Future work

A significant range of other CCTV work is planned for the next 12 months including reviewing the operation and effectiveness of cameras in a number of locations in the Borough, and the development of a new set of policies and procedures to underpin usage and relocating the wireless backhaul transmission system from the Town Hall roof to the new Beeston town centre cinema site, which is a significant project and includes the realignment of the Beeston town centre wireless system (timing subject to completion of the new cinema).

It has not been possible within existing resources to conduct the wholesale review of individual cameras within Broxtowe, which is necessary in order to ensure continuing compliance with the code of practice and , and the continuing cost effectiveness of the CCTV service. It is therefore recommended that external expertise is procured to ensure this work is completed during 2020/21.

APPENDIX 2

Considerations for the installation, operation or removal of CCTV

The main principles are outlined in the “Surveillance Camera Code of Practice” published in June 2013 and to which “relevant authorities” (such as local authorities) “must have regard”.

The 12 guiding principles:

1. *Use of a surveillance camera system must always be for a specified purpose which is in pursuit of a legitimate aim and necessary to meet an identified pressing need.*
2. *The use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified.*
3. *There must be as much transparency in the use of a surveillance camera system as possible, including a published contact point for access to information and complaints.*
4. *There must be clear responsibility and accountability for all surveillance camera system activities including images and information collected, held and used.*
5. *Clear rules, policies and procedures must be in place before a surveillance camera system is used, and these must be communicated to all who need to comply with them.*
6. *No more images and information should be stored than that which is strictly required for the stated purpose of a surveillance camera system, and such images and information should be deleted once their purposes have been discharged.*
7. *Access to retained images and information should be restricted and there must be clearly defined rules on who can gain access and for what purpose such access is granted; the disclosure of images and information should only take place when it is necessary for such a purpose or for law enforcement purposes.*
8. *Surveillance camera system operators should consider any approved operational, technical and competency standards relevant to a system and its purpose and work to meet and maintain those standards.*
9. *Surveillance camera system images and information should be subject to appropriate security measures to safeguard against unauthorised access and use.*
10. *There should be effective review and audit mechanisms to ensure legal requirements, policies and standards are complied with in practice, and regular reports should be published.*
11. *When the use of a surveillance camera system is in pursuit of a legitimate aim, and there is a pressing need for its use, it should then be used in the most effective way to support public safety and law enforcement with the aim of processing images and information of evidential value.*
12. *Any information used to support a surveillance camera system which compares against a reference database for matching purposes should be accurate and kept up to date.*

As per the Highway Code it is not directly an offence to fail to comply with these guiding principles and the details set out in the Code of Practice, but failure to comply could be a material matter in any legal proceedings:

“A failure on the part of any person to act in accordance with any provision of this code does not of itself make that person liable to criminal or civil proceedings. This code is, however, admissible in evidence in criminal or civil proceedings, and a court or tribunal may take into account a failure by a relevant authority to have regard to the code in determining a question in any such proceedings.”

Principle 2 is especially important when it comes to any proposal to implement or review a CCTV system: -

*This principle points to the need for a **privacy impact assessment** process to be undertaken **whenever the development or review of a surveillance camera system is being considered** to ensure that the purpose of the system is and remains justifiable, there is **consultation with those most likely to be affected**, and the impact on their privacy is assessed and any appropriate safeguards can be put in place. Where such an assessment follows a formal and documented process, such processes help to ensure that sound decisions are reached on implementation and on any necessary measures to safeguard against disproportionate interference with privacy.*

Switching off cameras

Switching off cameras (whilst leaving them in situ) requires “*consultation with those most likely to be affected*” and therefore cannot be done “secretly” in the hope of achieving most of the benefits at a much smaller proportion of the ongoing costs (structural and electrical testing would still be required). Effectively they become false cameras which then either require dishonest signage implying they are still functional, or honest signage saying they are no longer working. In the case of dishonest signage: -

“If there is a false sense of security implied, people have the right to rely on that security and may very well expose the responsible party for the false sense of security.”

Thus it can be seen that switching off cameras, having followed due process, and with honest signage, is a cost-reduction option. However, as detailed at the start of appendix 1, the central monitoring cost-reduction benefits for Broxtowe would take a while to filter through; a replacement out-of-hours call-taking function might be needed; and due process would be required before they could be switched back on. If cameras were left off for a pro-longed period of time they might not work again if rotating mechanisms etc had seized up.

Joint report of the Chief Executive and Deputy Chief Executive

**PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN
PROGRESS – COMMUNITY SAFETY**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 as relating to Community Safety and the latest data relating to Key Performance Indicators (KPI). This summary is detailed in appendix 1.

The Health elements within the Community Safety and Health Business Plan are now considered by the Leisure and Health Committee.

Recommendation

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

Background papers

Nil

APPENDIX 1

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 Health elements within the Business Plan are now considered by the Leisure and Health Committee.

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 elements of 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 Risk performance

management system. It also provides the latest data relating to Key Performance Indicators (KPI).

The Council monitors its performance using the Pentana Risk 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 Risk 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 	COMS 1620_16	Develop and deliver Actions Plans for Broxtowe Strategic Partnership	Improvement in issues identified in respect of Children/Young Persons, Health, Dementia, and Child Poverty	100%	Mar-2020	Actions agreed for 2019/20 have been completed
Completed 	COMS 1720_04	Deliver the Cross-Departmental Anti-Social Behaviour Action Plan	Reduction in anti-social behaviour across the borough	100%	Mar-2020	
Completed  Page 54	COMS 1821_08	Undertake a feasibility study on introducing wheelchair accessible taxi fleet	Taxis in the borough are wheelchair accessible	100%	Mar-2020	Report presented to Licensing and Appeals Committee on 3 December 2019. A working group has been set up to consider ways to incentivise new and existing drivers to upgrade fleet. The further work is due to be completed by August 2020.
Completed 	COMS 1821_13	Produce Food Service Plan	Authority has a fit for purpose Food Service Plan which informs activity in this area	100%	June-2019	
Completed 	COMS 1821_14	Produce DEFRA Annual Air Quality Status Report	Authority has a fit for purpose Air Quality Status Report highlighting current status an potential actions	100%	June-2019	
In Progress 	COMS 1821_15	Review of the Council's policy on toilet provision in cafes and restaurants	Production of approved policy on toilet provision in cafes and restaurants	66%	Sep-2020	Community Safety Committee on 29 January 2020 requested consultation be undertaken with Businesses and Residents. This will be held after Lockdown ends.

Status / Icon	Action Code	Action Title	Action Description	Progress	Due Date	Comments
Completed 	COMS 1922_01	Develop and deliver a Neighbourhood Action Plan for Stapleford	Reduce all types of crime and improve community confidence	100%	Mar-2020	2019/20 All actions in the Neighbourhood Action Plan completed by 30 March 2020. An Action Plan for 2020/2021 has been developed and submitted to Office of the Police and Crime Commissioner for approval March 2020.
Completed 	COMS 1922_02	Implement ECINs for ASB Panel meeting management	Combine Anti-Social Behaviour and Complex Case Panels into one meeting to increase efficiency	100%	May-2019	
Overdue  Page 55	COMS 1922_03	Introduction of online application forms for licensing	Introduction of online 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	42%	Feb-2020	E-form design drafted by external provider. Estimated to be complete by September 2020.
Completed 	COMS 1922_04	Introduction of online payment facility for licence applications	Payments available on line for licence applications	100%	Feb-2020	Online payments for taxi applications and premises annual fees now live. Other payments may be added as required
Completed 	COMS 1922_05	Set up procedures for Channel, Prevent, and Serious Organised Crime	Effective notification and referral mechanisms	100%	Mar-2020	Completed.
Completed 	COMS 1922_06	Set up effective mechanisms to manage the Local Strategic Partnership Task and Finish Group	Improved functioning of, and outcomes from, Local Strategic Partnership	100%	Oct-2019	Changes to the way Local Strategic Partnership groups operate being undertaken.

Status / Icon	Action Code	Action Title	Action Description	Progress	Due Date	Comments
Overdue 	COMS 1922_07	Achieve Well Being at Work Accreditation	Improve Staff welfare and wellbeing	33%	Mar-2020	Work with County Council is waiting for a revised procedure to progress this further.
Completed 	COMS 1922_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	100%	Dec-2019	Completed.

Community Safety Key Performance Indicators 2019/20

Status / Icon	Code & Short Name	Frequency	Outturn 2017/18	Outturn 2018/19	Achieved 2019/20	Target 2019/20	Latest Note
Amber 	Coms_048 Food Inspections: High Risk	Quarterly	100%	100%	98%	100%	5 inspections not completed (3xB and 2xC) due to lockdown and in accordance with FSA guidance - some premises had to close and some e.g. Care Homes locked down to external visitors.
Amber 	Coms_049 Food Inspections: Low Risk	Quarterly	96%	69%	96%	100%	11 Risk Category D and E (as determined by the Food Law Code of Practice) inspections not completed due to lockdown
Alert 	ComS_053 Health & Safety: Respond to specific complaints/ accident notifications/requests	Quarterly	94%	98%	93%	100%	Occasionally there is a delay between accident and notification and being able to contact injured person to investigate

Report of the 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.

10 September 2020	<ul style="list-style-type: none"> • Modern slavery statement • Serious and organised crime strategy • Domestic violence action plan • Update on the PCP • Purple flag scheme: initial report • Toilet provision in the Borough • Noise Reporting App
-------------------------	--

<u>Recommendation</u>

<p>The Committee is asked to CONSIDER the Work Programme and RESOLVE accordingly.</p>
--

Background papers

Nil

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Report of the Chief Executive

KNIFE CRIME ACTION PLAN 2020/221. Purpose of report

To advise Committee of, and to seek approval for, a Knife Crime Action Plan.

2. Background

“Knife” crime, is defined as an offence where a knife/blade is used or threatened. It is a persistent and worrying concern, especially as it impacts particularly upon young people and the disadvantaged.

According to the College of Policing Knife Crime Evidence Briefing 2019, people carry knives predominantly for one of three reasons:

- Self protection & fear
- Self presentation - ‘respect’
- Utility – to rob or harm another

Figures for England and Wales in the year ending December 2019 (Office for National Statistics) showed a 7% rise in offences involving knives or sharp instruments recorded by the police in the year (to 45,627). This was 49% higher than when comparable recording began (year ending March 2011) and the highest on record. Further figures on the position nationally, regionally, and locally are given in appendix 1.

In Nottinghamshire, however, there has been a recent reduction in knife crime. The positive trend in Nottinghamshire’s figures shown in appendix 1 is probably due in no small part to the positive action Nottinghamshire police have taken on this issue, including a commitment to tackle the problem from the Police and Crime Commissioner, the creation of a county wide Knife Crime Strategy, and the positive step of appointing a senior officer at Superintendent level as the Knife Crime Strategy Manager.

While it is accepted that the police are the lead agency for prevention and reduction of knife crime, it is important that they are supported in their efforts to reduce the extent and impact of this type of crime by relevant partners such as the health care sector, charities, and local councils. Therefore, the attached Knife Crime Action Plan (appendix 2) represents actions which Broxtowe Borough Council can take to assist.

Recommendation

The Committee is asked to RESOLVE that the Knife Crime Action Plan be approved.

Background papers

Nil

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Broxtowe
Borough
COUNCIL

KNIFE CRIME ACTION PLAN

April 2020 to March 2022

ACTION / DESCRIPTION	DEPT/ AGENCY	LEAD OFFICER (Title)	UPDATE
Refer cases into the High Risk Youth Violence and Exploitation Panel and Child Criminal Exploitation Strategy meetings. Attend panel meetings to develop action plans to manage risk to the public and individuals	Communities	Broxtowe Borough Council Chief Communities Officer	<p>Number of Broxtowe Cases heard at Panels 2020; Jan = 4 Feb = 3 Mar = 3 Apr = 5 May = Jun = July = Aug = Sep = Oct = Nov = Dec =</p> <p>Number of Broxtowe Cases heard at Panels 2021; Jan = Feb = Mar = Apr = May = Jun = July = Aug = Sep = Oct = Nov = Dec =</p>
Where appropriate refer identified knife carriers and those at risk of carrying a knife into NG Thrive to receive one on one specialist support and management	Communities	Broxtowe Borough Council Chief Communities Officer	<p>Number of cases appropriate for referral 2020; Jan = 0 Feb = 1 Mar = 0 Apr = 1 May = Jun = July = Aug = Sep = Oct = Nov = Dec =</p> <p>Number of cases appropriate for referral 2021; Jan = Feb = Mar = Apr = May = Jun = July = Aug = Sep = Oct = Nov = Dec =</p>

ACTION / DESCRIPTION	DEPT/ AGENCY	LEAD OFFICER (Title)	UPDATE
Attend Pub Watch meetings placing banning orders against individuals where appropriate	Communities / Licensing / Nottinghamshire Police	Broxtowe Borough Council ASB and Licensing Enforcement Officer / Nottinghamshire Police Licensing Officer	Meetings attended 2020 = Banning Orders made= Meetings attended 2021 = Banning Orders made=
Use Mandatory Possession Orders to evict tenants where they are convicted of violent crime	Housing / Legal	Broxtowe Borough Housing Operations Manager / Broxtowe Borough Council Head of Legal Services	Number of tenants with convictions = Number of Possession Orders following conviction =
Deliver 2 x annual Operation SCEPTRE Knife Amnesty weeks at appropriate localities within the borough	Nottinghamshire Police	Nottinghamshire Police Local Area Commander for Broxtowe	2020: Initial week cancelled due to Covid 19 2021

ACTION / DESCRIPTION	DEPT/ AGENCY	LEAD OFFICER (Title)	UPDATE
Attend Violence Reduction Unit meetings and implement local actions to prevent and reduce knife crime and serious violence locally	Communities	Broxtowe Borough Council Chief Communities Officer	Meeting March 2020 cancelled due to Covid 19 outbreak
Deliver Broxtowe's element of the Violence Reduction Unit's countywide project to Install 4 x bleed kits across the borough (1 in each town centre)	Communities / Neighbourhoods and Prosperity	Broxtowe Borough Council Chief Communities Officer / Broxtowe Borough Council Business Growth Manager	March 2020 – awaiting further information from county project lead

ACTION / DESCRIPTION	DEPT/ AGENCY	LEAD OFFICER (Title)	UPDATE
Issue Community Protection Warnings and Notices, Criminal Behaviour Orders, and Injunctions to individuals and tenants where they display violent or threatening behaviour	Communities / Housing / Environment / Legal	Broxtowe Borough Council ASB Enforcement Officers, Broxtowe Borough Council Housing Officers, Broxtowe Borough Council Legal Officers	Number of relevant orders issued 2020; CPW = CPN = CBO = Injunctions = Number of relevant orders issued 2021; CPW = CPN = CBO = Injunctions =
Visits and patrols of licenced premises carried out to identify issues and take appropriate action	Communities / Licensing / Nottinghamshire Police	Broxtowe Borough Council ASB and Licensing Enforcement Officer / Nottinghamshire Police Licensing Officer	Visits / Patrols carried out 2020 = Visits / Patrols carried out 2021 =
Purchase and issue 500 personal alarms to residents at risk targeted through Police and Chief Communities Officer	Communities / Nottinghamshire Police	Broxtowe Borough Council Chief Communities Officer / Nottinghamshire Police PCs and PCSOs	Number of alarms issued to date

ACTION / DESCRIPTION	DEPT/ AGENCY	LEAD OFFICER (Title)	UPDATE
Deliver Sanctuary Project providing target hardening of properties enabling victims of domestic abuse to remain safe in their homes	Housing Options	Housing Options Manager	Number of properties protected through Sanctuary =
Manage the Employee Protection Register to reduce violence to staff	Health and Safety	Health and Safety Officer	Number of new individuals / Properties placed on the register =
Deliver Action Plan to maintain White Ribbon status for the Council	Housing Options	Private Sector and Domestic Abuse Coordinator	
Attend Domestic Homicide Review Assurance and Learning Implementation Group Meetings and implement change at BBC where identified	Communities	Chief Communities Officer	

In the year ending December 2019, the offence “assault with injury and assault with intent to cause serious harm” accounted for almost half of all offences in England and Wales involving a knife or sharp instrument (44% or 20,196 offences). Robberies accounted for a further 44% (19,943 offences).

The latest available provisional admissions data for NHS hospitals in England reported 5,024 admissions for assault by a sharp object between April 2018 and March 2019. This was, an increase of 1% compared with the previous year.

Police recorded “possession of an article with a blade or point”³ offences also rose by 11% to 21,527 offences in England and Wales in the year ending December 2019. Trends in this offence would have been influenced by increases in targeted police action, such as the recent increases in stop and searches⁴, which are most likely to occur at times when rises in offences involving knives or sharp instruments are seen

However, Nottinghamshire seems to be bucking the national, and regional trend. In the 12 months December 2018 to December 2019, there was an 8% decrease in knife crime in the county compared with the previous 12 months. The other four police forces in the region showed increases of between 5 and 34% for the same period resulting in an overall rise for the East Midlands of 13%.

Of the 812 offences in Nottinghamshire involving a knife, 403 (just under 50%) were in the category “Assault with injury and assault with intent to cause serious harm”. 309 (38%) were involved with robbery. It should be borne in mind that many instances in the former category are involved with domestic abuse.

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