



Broxtowe
Borough
COUNCIL

Appendix 2

BROXTOWE COUNTER TERRORISM ACTION PLAN 2024 – 2027

**This Action Plan is intended as a live document
which will be augmented throughout its lifespan**

| OBJECTIVE | REF | ACTION | DUE/FUNDING | UPDATE |
|--|-----|--|---|--|
| COUNTER TERRORISM | | | | |
| Develop a Situational Risk Assessment and Summary | | <p>Develop a local situational risk assessment using the CTLP, Nottinghamshire SRA National demographic data, local reporting and intelligence</p> <p>Sign up to countywide information sharing agreement and protocols for Prevent.</p> <p>Share information regarding local risks relating to community tensions, individuals, local activity.</p> | <p>2023 2024 2025 2026</p> <p>Within departmental budgets</p> | <p>2023 COMPLETE SRA and Summary SRA produced</p> <p>2024 COMPLETE SRA and Summary SRA produced</p> <p>2025 2026</p> |
| Multi-Agency Partnership Board | | <p>Identify Prevent Co-ordinator</p> <p>Chief Executive Head of Communities and</p> | <p>2023 2024 2025 2026</p> | <p>2023 COMPLETE The Chief Executive represents all Nottinghamshire District Council and Head of Communities and Community Safety represents South Notts District</p> |

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|---|-----|--|------------------------------|---|
| | | Community Safety attend County Council led Prevent Partnership Board and Delivery Group meetings on a regular basis. | Within departmental budgets | Councils 2024 COMPLETE The Chief Executive represents all Nottinghamshire District Council and Head of Communities and Community Safety represents South Notts District Councils 2025 2026 |
| | | Complete the PREVENT Self-Assessment | Aug 2024 | 2024 COMPLETE |
| Prevent Partnership Plan | | Contribute to County delivery plan by reporting on local Counter Terrorism Plan progress. | 2023 2024 2025 2026 | 2023 COMPLETE 2024 COMPLETE 2025 2026 |
| | | | Within departmental budgets | |
| Referral Process For Those At Risk Of Radicalisation | | Make referrals as appropriate through local referral pathways to PREVENT and CHANNEL and monitor numbers | 2023 2024 2025 2026 | 2023 Cases referred for investigation 2 Cases discussed at CHANNEL 0 COMPLETE 2024 |
| | | Embed Prevent into existing Safeguarding | Within departmental budgets | Cases referred for investigation 1 Cases discussed at CHANNEL 0 COMPLETE |

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| | | referral procedures PREVENT referral pathway publicised on website, and in member and staff training to support referrals | | 2025 2026 |
| Prevent Problem Solving | | Take part in any problem solving in relation to identified threats or incidents | 2023 2024 2025 2026 Within departmental budgets | 2023 = 0 COMPLETE 2024 = 1 COMPLETE 2025 2026 |
| Training | | Ensure all colleagues undertake BLZ e-Learning for Safeguarding on induction Ensure all staff and members have easy access to online ACT training Ensure all staff and members have easy access to Home Office | 2023 2024 2025 2026 Within departmental budgets | 2023 & 2024 COMPLETE Safeguarding training mandatory on induction Police led training session for members held before the July Full Council Meeting Cabinet Meeting July 2023 Members trained in safeguarding and prevent 1 member attended June 2023 ACT training available on BLZ July 2023 Home Office Prevent Duty training link sent to training to be made |

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| | | Prevent Duty training Ensure Elected Members receive Safeguarding and Prevent training | | available on BLZ 2024 COMPLETE Safeguarding training mandatory on induction ACT training available on BLZ Home Office Prevent Duty training link available on BLZ 2025 2026 |
| | | Education, Safeguarding, Health & Wellbeing Hub Training for schools – Extremist Ideologies | Wed 2nd Oct 24 | Delivered by County Council TECT Team Wed 2nd Oct 24 COMPLETE |
| | | Education, Safeguarding, Health & Wellbeing Hub Training for schools – An introduction to radicalisation & extremism: understanding and identifying risk | Mon 27th Jan 25 | Delivered by County Council TECT Team Mon 27th Jan 25 COMPLETE |
| Venue Hire Policy | | Counter Terrorism sections with venue hire policies to ensure BBC owned properties are not used to promote radicalisation | 2023 2024 2025 2026 Within departmental budgets | 2023 COMPLETE July 2023 leasehold policy compliant July 2023 facilities policy checked and section is present but inadequate - amendments to policy requested July 2023 Parks and open spaces |

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| | | <p>BBC owned / managed properties, including Independent Living and leased BBC buildings</p> <p>Establish a 'Responsible Event Booking and Venue Hire' practice for parks and open spaces</p> | | <p>works directives compliant 2024</p> <p>Facilities Policy awaiting information 2025</p> <p>2026</p> |
| ICT Policy | | <p>ICT policies and practice in place to ensure appropriate use of BBC owned and/or controlled software, hardware, networks and Wi-Fi</p> | <p>2023</p> <p>2024</p> <p>2025</p> <p>2026</p> <p>Within departmental budgets</p> | <p>2023 COMPLETE</p> <p>July 2023 policies checked and compliant</p> |
| Licencing Policy | | <p>Update Licencing Policy to include counter terrorism actions</p> | <p>2023</p> | <p>09/2023 COMPLETE</p> <p>7.26 The licensing authority expects that:</p> <ul style="list-style-type: none"> The venue has robust procedures and relevant training in place and staff are knowledgeable of those procedures to be taken and the necessity of following them in the event of a terrorist incident, such as firearms or weapons attack, |

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| | | | | <p>including:</p> <ul style="list-style-type: none"> ○ Evacuation/Invacuation/Lockdown ○ RUN/HIDE/TELL principles ○ How customers will be safeguarded. <ul style="list-style-type: none"> • Steps are taken to ensure all people employed at the premises whose job includes being alert to the terrorist threat are aware of: <ul style="list-style-type: none"> ○ the current terrorist threat level ○ what that level means in relation to the possibility of an attack. ○ Have undertaken the Action Counters Terrorism (ACT) e.learning course within the last 12 months. See note below. • Risk assessments for public entertainment venues include consideration of the risk of a terrorist attack and the different types of attack. • Staff must be clear about what to do if the public report suspicious activity or unusual behaviour to them. |

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| | | | | <ul style="list-style-type: none"> All suspicious behaviour by customers or members of the public close to the venue must be noted and be reported promptly to the police so that investigations can be made, and action taken, if appropriate. Measures to alert staff and visitors of any immediate threat or incident. <p>Action Counters Terrorism (ACT) Training</p> <p>Further details, updates and to register for the ACT e-learning training course please visit: https://www.protectuk.police.uk/</p> |
| Reduce Risk of Terrorism | | Gather intelligence and share information with PREVENT and the CHANNEL Panel | 2023 2024 2025 2026 Within Departmental Budgets | 2023 COMPLETE Information requested gathered and reported to prevent 2024 COMPLETE Information requested gathered and reported to prevent |
| Communication And | | Feed social media information from County Prevent team to BBC | 2023 2026 | 2023 COMPLETE July 2023 web pages updated and additional training requested added |

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| Engagement | | <p>Communications Teams for on-sharing.</p> <p>Create web-based content BBC webpages giving referral pathway information access to training and information sources</p> <p>Hold community cohesions events annually targeted at race, religion, diversity, refuges and asylum seekers</p> | Within departmental budgets | 2026 |