



12 September 2018

Dear Sir/Madam

A meeting of the Community Safety Committee will be held on Thursday 20 September 2018 in the New Council Chamber, Town Hall, Beeston commencing at 7.00pm.

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	J Goold (Chair)
	M Brown	G Harvey
	B C Carr	S Kerry
	E Cubley (Vice Chair)	J W McGrath
	T A Cullen	J M Owen

1. APOLOGIES FOR ABSENCE

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 - 3

The Committee is asked to confirm as a correct record the minutes of the Community Safety Committee meeting held on 7 June 2018.

4. QUESTION AND ANSWER SESSION WITH THE POLICE AND CRIME COMMISSIONER

The Nottinghamshire Police and Crime Commissioner will answer questions put forward by the Committee on crime and policing in Broxtowe.

5. PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN – ENVIRONMENT AND COMMUNITY SAFETY – OUTTURN REPORT PAGES 4 - 10

To report progress against outcome targets identified in the Community Safety Business Plan and parts of the Health Business Plan linked to Corporate Plan priorities and objectives, and to provide the outturn position relating to key performance indicators for Community Safety and Health.

6. WORK PROGRAMME PAGE 11

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

# COMMUNITY SAFETY COMMITTEE

7 JUNE 2018

Present: Councillor J C Goold, Chair

Councillors: D Bagshaw  
M Brown  
B C Carr  
E Cubley (Vice-Chair)  
T A Cullen  
D A Elliott  
G Harvey  
S Kerry  
R I Jackson  
J W McGrath  
J M Owen

An apology for absence was received from Councillor M Radulovic.

1. DECLARATIONS OF INTEREST

Councillor J M Owen declared a non – pecuniary interest in item number 6 due to her membership of Nuthall Parish Council. Minute number 6 refers.

2. MINUTES

The minutes of the meeting on 22 March 2018 were confirmed and signed as a correct record.

3. PRESENTATION FROM REDTHREAD CHARITY

The Committee was due to receive a presentation from Redthread, but this was postponed as their representative was unable to attend.

4. FOOD STANDARDS AGENCY AUDIT

The Committee was advised of the latest position with respect to the Food Standards Agency's audit of the Council's food hygiene function. The Committee noted that of the 480 outstanding inspections identified at the start of the audit, 471 had been completed, in addition to all of the scheduled inspections for 2017-18.

Discussion centred on the level of resource that had been made available to conduct food hygiene inspections and the strong intention that the situation should not be allowed to deteriorate again. A request was made that the full action plan be brought before the Committee when the audit was considered next.

5. BASIL RUSSELL PLAYING FIELDS PUBLIC SPACES PROTECTION ORDER

Members were updated on the results of a consultation on the creation of a Public Spaces Protection Order (PSPO) at Basil Russell Playing Fields to assist with controlling dogs.

A statement pertaining to comments made in the consultation was read out to the Committee by Councillor J M Owen.

**RESOLVED that a PSPO, be made in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014, as detailed in appendix 2.**

**RESOLVED that the Chief Executive be authorised to enter into a delegation agreement with Nuthall Parish Council under Section 101 of the Local Government Act 1972 and all other enabling powers to enable the administration and enforcement of the Basil Russell PSPO and all matters ancillary there to including, but not limited to, the service of Fixed Penalty Notices and enforcement where these are not complied with.**

6. LITTERING FROM VEHICLES

The Committee was informed of regulations which had recently come in to force allowing local authorities to give a penalty notice to a person who is the keeper of a vehicle where the Authority has reason to believe that a littering offence has been committed in respect of the vehicle. There was an exemption for licenced taxi vehicles.

There was concern that this legislation would not apply to vehicles littering on private property and it was agreed that further clarity on this would be provided. It was noted that any revenue created from the fixed penalty notices would be received by the Council.

A discussion was had as to whether a Councillor was a member of the public and an amendment to the recommendation was proposed by Councillor R I Jackson to make it read "that evidence for the service of a fixed penalty notice be a written statement from a Councillor or an officer of the Council, or a minimum of two corroborating statements from members of the public. On being put to the meeting the amendment was carried.

**RESOLVED that:**

- 1) The provisions of The Littering from Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 be adopted.**
- 2) The Head of Public Protection be given delegated authority to serve penalty notices and to authorise officers to serve penalty notices.**
- 3) That the penalty amounts be set at the same level of those set by the Authority for littering in the street (currently £75 or £50 if paid within 14 days).**

- 4) **That evidence for the service of a fixed penalty notice be a written statement from a Councillor or an officer of the Council, or a minimum of two corroborating statements from members of the public.**

7. TOBACCO CONTROL ACTION PLAN

The Tobacco Control Action Plan 2018-19 was considered with particular reference to the new action plan which detailed efforts to cut the harm caused by smoking to those who live or work in the Borough.

The Committee discussed how employees of the Council smoking on the curtilage of Council property could be perceived by members of the public. It was noted that this was covered by the Smoke Free Policy.

**RESOLVED that the Tobacco Action Plan 2018/19 be approved.**

8. PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN - ENVIRONMENT AND COMMUNITY SAFETY - OUTTURN REPORT

The Committee noted the performance of indicators for Community Safety and Health with particular reference to the exploration of commercial opportunities for the Mediation Service. There was also a discussion regarding Anti-social Behaviour and how it was reported.

A discussion about how safe residents felt outside in the local area after dark. It was noted that during the day people felt safer, but they felt less safe at night. It was noted that this reflected a national trend whereby people felt less safe after dark.

9. WORK PROGRAMME

There was a discussion about the question and answer session that was to take place with the Nottinghamshire Police Crime Commissioner at the next meeting of the Committee.

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

## Report of the Chief Executive and Head of Community Safety

**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 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.

This Committee recommended the latest Community Safety and Health Business Plan on 18 January 2018 to Finance and Resources Committee before final approval at Full Council on 7 March 2018.

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 and financial outturns are considered together following the year-end.

This quarterly 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 2018/19 and the latest data relating to Key Performance Indicators (KPI). This summary is detailed in the appendix.

**Recommendation**

**The Committee is asked to CONSIDER the progress made in achieving the Business Plan for Community Safety and Health and to NOTE the current Key Performance Indicators for 2018/19.**

Background papers

Nil

## APPENDIX

**PERFORMANCE MANAGEMENT**1. Background - Corporate Plan

A new Corporate Plan for 2016-2020 was approved by Cabinet on 9 February 2016. It has been developed setting 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 next few years, 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

The Business Plans are linked to the five corporate priority areas, including Community Safety and Health, and were approved by approved by the Full Council on 7 March 2018, following recommendations from the respective Committees in January/February 2018.

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 but will be 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, the Community Safety 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 2018/19 (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		
	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




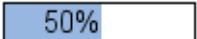
Key Performance Indicator and Trends Key			
	Alert		Improving
	Warning		No Change
	OK		Getting Worse
	Unknown		Data Only













## Community Safety Key Tasks and Priorities for Improvement 2018/19





Status	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	COMS1620_11_c	Develop and deliver 2018 Neighbourhood Action Plan for Eastwood South	Develop and deliver a Neighbourhood Action Plan for Eastwood South	<div style="width: 33%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 33%	31-Mar-2019	Action Plan prepared by April 2018.
	COMS1620_16_c	Develop and deliver 2018 Action Plans for Broxtowe Strategic Partnership	Develop and deliver Action Plans for Broxtowe Strategic Partnership	<div style="width: 66%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 66%	31-Oct-2018	Update report presented to Local Strategic Partnership Board in April 2018.
	COMS1620_19	Review Alcohol Licensing Policy	Review Alcohol Licensing Policy	<div style="width: 40%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 40%	31-Mar-2019	Consultation on revised Alcohol Licensing Policy undertaken in June to August 2018.
	COMS1720_01	ECINs case management for ASB cases	Implement the ECINs case management and data sharing system for all anti-social behaviour cases referred to Council departments.	<div style="width: 100%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 100%	30-Sep-2017	Training for administration officers completed and ECINs now embedded.
	COMS1720_03	Sex Establishment Policy	Sex Establishment Policy	<div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 0%	31-Mar-2019	Policy review process will commence in October 2018.
	COMS1720_04a	Deliver the ASB Action Plan	Deliver the cross Departmental ASB Action Plan	<div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 50%	31-Mar-2019	Plan created. Progress will be reported to Committee as required.
	COMS1821_01	Deliver Actions to support the White Ribbon Campaign	Increased awareness and knowledge of domestic abuse amongst residents and professionals and accreditation for the authority	<div style="width: 100%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 100%	31-Dec-2019	Accreditation achieved in March 2018. Ambassadors appointed in April 2018.
	COMS1821_02	Review of Dog Control provisions	Agree policies to enable appropriate control of dogs and their behaviour	<div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 0%	31-Dec-2019	Preparatory work is underway. Report anticipated in November prior to Consultation.
	COMS1821_03	Develop and produce South Notts. Community Safety Guide	Community Safety Information readily available in respect of the three boroughs in South Notts.	<div style="width: 33%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 33%	30-Apr-2019	Draft prepared and sent for production.

Status	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	COMS1821_04	Develop Mobile Working platform for Neighbourhood Wardens	More efficient use of time and resources	<div style="width: 100%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 100%	30-Jun-2018	Mobile devices issued to Wardens by July 2018.
	COMS1821_05	Relocate Neighbourhood Wardens to Beeston Office	More efficient use of Officer and Management time	<div style="width: 100%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 100%	30-Jun-2018	Wardens are now operating from Beeston Police Station.
	COMS1821_06	Review Safeguarding Adults Policy	Ensure the Council has a "fit for purpose" Safeguarding Adults Policy	<div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px; width: 0%;"></div></div> 0%	30-Nov-2018	Due date revised from 30 September 2018 to accommodate representation from the Police Crime Commissioner (PCC) to Committee on 20 September 2018.
	COMS1821_07	Review Safeguarding Children Policy	Ensure the Council has a "fit for purpose" Safeguarding Children Policy	<div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px; width: 0%;"></div></div> 0%	30-Nov-2018	Due date revised from 30 September 2018 to accommodate representation from the PCC to Committee on 20 September 2018.
	COMS1821_08	Undertake a feasibility study on introducing wheelchair accessible taxi fleet	Taxis in the borough are wheelchair accessible	<div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px; width: 0%;"></div></div> 0%	31-Mar-2020	Study to commence at end of 2018 calendar year.
	COMS1821_09	Create a risk rating system for licensed premises	Targeted inspection and enforcement of regime for licensed premises	<div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px; width: 50%;"></div></div> 50%	30-Sep-2018	The creation of the system is underway and will be completed by end of September 2018.
	COMS1821_10	Review the authority's Statement of Gambling Policy	Ensure the authority has a "fit for purpose" Statement of Gambling Policy	<div style="width: 40%;"><div style="background-color: #4F81BD; height: 10px; width: 40%;"></div></div> 40%	31-Jan-2019	Consultation is underway.
	COMS1821_11	Transfer Scrap Metal Dealers functions to Licensing Section	Licensing and Enforcement function appropriately located	<div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px; width: 0%;"></div></div> 0%	30-Sep-2018	Due Date revised from 30 June 2018. New Licensing Officer in post. Training underway prior to hand over of functions to Licensing.
	COMS1821_12	Complete Action Plan requirements following Food Standards Agency Audit	Compliance with food hygiene enforcement requirement	<div style="width: 100%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 100%	30-Apr-2018	Action plan signed off by Food Standards Agency. Need to continue to meet Code of Practice requirements for inspection frequency and internal action.
	COMS1821_13	Produce Food Service Plan	Authority has a "fit for purpose" Food Service Plan" which informs activity in this area	<div style="width: 95%;"><div style="background-color: #4F81BD; height: 10px; width: 95%;"></div></div> 95%	30-Jun-2018	Report to be submitted to Community Safety Committee 15 November 2018 revised from 30 September 2018 to accommodate representation from the PCC to Committee

Status	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
						on 20 September 2018.
	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.		30-Jun-2018	Reported approved by DEFRA on 23 July 2018.
	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		31-Dec-2018	Assessing premises that will be specifically affected by any changes. Await further legal advice on update of cases progressing. Due date revised from 30 June 2018.

### **Community Safety Key Performance Indicators 2018/19**

PI Status	PI Code & Short Name	Frequency	2016/17	2017/18	Q1 2018/19		Trend	Notes
					Value	Target		
	ComS_012d(i) ASB cases Environmental Health closed in 3 mnths	Quarter	70.8%	72.2%	60.7%	72%		In quarter 1, 145 cases were reported. 88 cases were closed within 3 months during quarter 1.
	ComS_013d(i) ASB cases Housing closed in 3 months	Quarter	67.1%	80.3%	73.6%	95%		In quarter 153 cases were reported. 39 cases were closed within 3 months during quarter 1.
	Coms_014d(i) ASB Cases Community Services closed in 3 months	Quarter	53.6%	90.6%	76.5%	60%		In quarter 117 cases were reported. 13 cases were closed within 3 months during quarter 1.
	Coms_048 Food Inspections: High Risk	Quarter	88%	100%	62%	100%		First quarter affected by two members of staff leaving and associated reduction in capacity during recruitment. Agency staff appointed and target to be met at year end.
	ComS_053 HEALTH & SAFETY: Respond to specific complaints/accident notifications/requests	Annual	97%	94%	100%	100%		Meets target for quarter 1.

PI Status	PI Code & Short Name	Frequency	2016/17	2017/18	Q1 2018/19		Trend	Notes
					Value	Target		
	ComS_032 Residents Surveyed who feel safe outside in the local area during the day (%)	Annual	97.5%	100%	-	-		Figure taken from 2017 Notts. County Council Satisfaction Survey
	ComS_033 Residents Surveyed who feel safe outside in the local area after dark (%)	Annual	57%	50%	-	-		Data taken from Notts. County Council Satisfaction Survey 2017. Overall county figure is 57%  Reduction reflects a general overall trend across the County.

## 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 2018	<ul style="list-style-type: none"> <li>• Dog Control</li> <li>• Report from the Police and Crime Panel</li> <li>• Food Service Plan</li> </ul>
24 January 2019	<ul style="list-style-type: none"> <li>• Child Poverty</li> <li>• CCTV Shared Service Annual Report</li> </ul>

**Recommendation**

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

Background papers

Nil