

ASHFIELD DISTRICT COUNCIL



Council Offices,
Urban Road,
Kirkby in Ashfield
Nottingham
NG17 8DA

Agenda

Council

Date: **Thursday, 25th July, 2019**

Time: **7.00 pm**

Venue: **Council Chamber, Council Offices, Urban Road,
Kirkby-in-Ashfield**

For any further information please contact:

Lynn Cain

l.cain@ashfield.gov.uk

01623 457317

COUNCIL

Membership

Chairman: Councillor Tony Brewer

Vice-Chairman: Councillor Andy Meakin

Councillors:

John Baird	Chris Baron
Kier Barsby	Jim Blagden
Christian Chapman	Ciaran Brown
Melanie Darrington	Samantha Deakin
Andy Gascoyne	Dale Grounds
Arnie Hankin	Andrew Harding
David Hennigan	Tom Hollis
Trevor Locke	Rachel Madden
Sarah Jayne Madigan	David Martin
Lauren Mitchell	Keir Morrison
Warren Nuttall	Matthew Relf
Kevin Rostance	Phil Rostance
Dave Shaw	John Smallridge
Helen-Ann Smith	David Walters
Lee Waters	Caroline Wilkinson
Daniel Williamson	John Wilmott
Jason Zadrozny	

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SUMMONS

You are hereby requested to attend a meeting of the Council to be held at the time/place and on the date mentioned above for the purpose of transacting the business set out below.



R. Mitchell
Chief Executive

AGENDA

Page

1. To receive apologies for absence, if any.
2. Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests.
3. To receive and approve as a correct record the minutes of the meeting of the Council held on the 16th May, 2019. 7 - 22
4. To receive any announcements from the Chairman, Leader, Members of the Cabinet and the Head of Paid Service.

5. To receive questions from the Public in accordance with Council Procedure Rule 11, if any.

From Mr. Trevor Carter:

To the Deputy Leader and Portfolio Holder for Streets, Parks & Town Centres:

“Why have ADC stopped selling dog waste bags to Teversal Visitors Centre, Vets, Pet shops and other distributors, which is cost effective and replaced the facility with the provision of dispensers full of free bags at parks that leads to vandalism, scattering and wanton disposal of the contents and an additional cost to ADC?”

6. To receive and consider any petitions submitted in accordance with Council Procedure Rule 12, if any.
(None received for this meeting)

7. In accordance with Council Procedure Rule 2 (viii) to receive reports from the Cabinet in relation to the Council's budget and policy framework, reports of the Overview and Scrutiny Committee for debate and reports from Officers of the Council:-

a Changes to Committee Memberships.

b Appointment of the Independent Remuneration Panel. 23 - 34

c Interim Review of Polling Places. 35 - 38

8. In accordance with Council Procedure Rule 2 (ix), to receive recommendations from the Cabinet and the Council's Committees and resolve in accordance with the Council's rules of debate as per the attached schedule.

39 - 196

9. To receive updates from Members of the Cabinet on their portfolio activity (maximum 30 minutes).

10. Notices of Motion.

To consider a notice of motion proposed by Councillor David Hennigan and seconded by Councillor Jason Zadrozny, as follows:-

“Ashfield District Council recognises the scale and urgency of the global challenge from climate change. This Council recognises that local action on global warming can make a difference.

This Council acknowledges the steps that Ashfield District Council have been taking to combat climate change.

This Council is proud of the measures we are already taking at a local level. This includes:

- (1) Ensuring energy efficiency across all our buildings and the moves towards reducing fleet emissions.
- (2) Ensuring a comprehensive programme of planting trees - replacing every tree removed with two trees and planting 1000 trees across the District over the next four years.
- (3) Ensuring that our planning policy continues to support blue and green infrastructure (rivers, streams, parks and nature reserves)
- (4) Continues to work with community groups across the Ashfield District.

This Council has an obligation to continue to lead, catalyse, support and influence actions by residents, our partners and businesses in the Ashfield District.

This Council therefore resolves to:

- (1) Reaffirm its commitment to doing everything possible to combat climate change including committing to a robust climate change strategy.

(2) Include an assessment of the implications for sustainability and the environment in all relevant reports to committees.”

11. To answer any questions submitted in writing by Members in accordance with Council Procedure Rule 13, if any.

(None received for this meeting)

12. To receive a list of minutes and a web link to access Cabinet and Committee meeting minutes that have been published since the last ordinary meeting of the Council for Members to give notice of their intention to ask a question of a relevant Chairman under Procedure Rule 13.2. 197 - 198

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ANNUAL COUNCIL

Meeting held in the Council Chamber, Council Offices, Urban Road, Kirkby-in-Ashfield,

on Thursday, 16th May, 2019 at 7.00 pm

Present: Councillor Tony Brewer in the Chair;

Councillors John Baird, Chris Baron,
Kier Barsby, Jim Blagden, Ciaran Brown,
Christian Chapman, Melanie Darrington,
Samantha Deakin, Andy Gascoyne,
Dale Grounds, Arnie Hankin, Andrew Harding,
David Hennigan, Tom Hollis, Trevor Locke,
Rachel Madden, Sarah Jayne Madigan,
David Martin, Andy Meakin, Lauren Mitchell,
Keir Morrison, Warren Nuttall, Matthew Relf,
Kevin Rostance, Phil Rostance, Dave Shaw,
John Smallridge, Helen-Ann Smith,
David Walters, Lee Waters, Caroline Wilkinson,
Daniel Williamson, John Wilmott and
Jason Zadrozny.

Officers Present: Lynn Cain, Ruth Dennis, Martin Elliott,
Katherine Green, Peter Hudson, Mike Joy,
Robert Mitchell, Paul Parkinson and
Shane Wright.

C.1 **Declarations of Disclosable Pecuniary or Personal Interests
and Non Disclosable Pecuniary/Other Interests**

No declarations of interest were made.

C.2 **Election of Chairman of the Council**

RESOLVED

that Councillor Tony Brewer be elected Chairman of the Council until the next Annual Meeting.

C.3 **Declaration of Acceptance of Office by the Chairman**

The newly elected Chairman subscribed the Declaration of Acceptance of Office of Chairman pursuant to the provisions of Section 83 of the Local Government Act 1972 and thanked Members of the Council for his appointment.

Councillor Tony Brewer took the Chair.

C.4 Vote of thanks to the Retiring Chairman

Thanks were given to Former Councillor Glenys Maxwell in the following terms:-

Councillor Jason Zadrozny - Leader of the Council

"Thank you Mr. Chairman and may I be the first to congratulate you on actually taking your seat of office there. Obviously it goes without saying that we owe an enormous debt of thanks to Glenys for what she's done for this Council for the last eight years, and particularly over this last year.

She took over the stewardship of this Chamber during a year where she had lots of health problems, and when it was politically fraught and managed to still stay friendly with all sides of the Chamber and handle some of the most difficult Council meetings I've ever seen with a smile and the courage of her convictions.

She's been a dedicated ward member for Sutton West and then Huthwaite and Brierley. She is firmly a Huthwaite girl. She cares very much about it, and has always championed the cause of the area there. I think not only does this Chamber and the Councillors in it owe her enormous thanks for what she's done but I think the residents of Ashfield do as well.

She's been a fantastic ambassador. She's been a very great friend for a lot longer than she's been a Council friend and I'll miss her, for one, in this Chamber.

So, Councillor Maxwell it would be very remiss of me not to present, on behalf of the Council, some flowers, your certificate and the award on behalf of the Council."

Councillor Tom Hollis - Deputy Leader of the Council

"Firstly, congratulations Tony it's great to see you in the seat of Chairman. I think it's quite right to say you've been there from the beginning with all our Group and it's a thoroughly deserved position, and I hope you and Pat really enjoy the year that's ahead of you.

But Glenys, I've told Andrew already he's got massive shoes to fill and I said to him, if he sets out to achieve it, he's going to set out to fail and I think ultimately Huthwaite and Brierley, Sutton West as it was before, and the rest of Ashfield, really has been well served by you.

I feel quite lucky that you've been there on both sides of the coin, nipping at my heels when I've been doing stuff wrong as County Councillor and working with me on projects and it certainly will be a bit of a weird situation not having you sit here on the Council with us. From my perspective working with you, against you and together it has been a real experience of which I've enjoyed all of it, and I certainly class you as a good friend of mine as well.

Sadly, you like a spicier curry than I do and I hope you don't judge me on that! But Glenys I can't thank you enough for what you've done for Huthwaite. You know it's a place I care very much about as well and you'll certainly be

missed on Ashfield Council but I hope you enjoy the flowers and there's a bit of a memory of what we all think of you. Thank you Chairman for allowing me to speak and I wish you all the best Glenys for your endeavours in the future. I'm sure they'll be bright and wonderful like you have been on the Council."

Councillor Rostance

"May I firstly congratulate you Tony on your year. Have a wonderful year and I'm looking forward to working with you. And now I will speak about my mate Glenys. And she is my mate. It's wonderful to see you looking so well again, Glenys. You've been through some real hard times, some real tough times, and you're looking better than you've looked for a long time so keep it up.

Enjoy your retirement. You've been a wonderful ambassador for this Council. You're always very welcome in Hucknall and I shall look forward to seeing you socially on our meet ups on a Sunday. So Glenys all my very best wishes in your retirement and look forward to seeing you again."

Deputy Leader of the Council – Councillor Helen-Ann Smith

"Thank you Mr. Chairman. I'd just like to start by saying congratulations on your appointment to Chair of this Council but I'd also like to say that you have got very big shoes to fill. Glenys has been a brilliant ambassador for this authority, not once but twice.

This year, as it's been said, she has had quite a few health issues but she has still put this Authority at the forefront. Even when she was really poorly she still turned out to the Armed Forces Day services in Sutton Town Centre and came and sat with us and spoke to the people that were performing at the Armed Forces Day service.

So Glenys, I thank you for everything that you've done for this Authority. Not just as Chairman this time, but as Chairman before, and all the work that you've done not just for your residents but we personally know that you do work for a lot of other people in the area as well, so I want to personally thank you for everything you've done."

Councillor David Martin

"Thank you Chair and congratulations on your appointment. I'm sure you've got some big boots to fill and I'm sure you'll do your best.

I personally met Glenys for the first time ever at the County Council and she's always been a perfect politician, even in Selston when we opened one of the recreation grounds. Last year she had a really bad year last year health wise and I really admire her fortitude for staying the course. That's the thing, she handled this Chamber with great presence and the rod of an expert really and I'd just like to wish you all the best in the future.

Thank you for being a role model for other Councillors. I'm sure people in Huthwaite and Ashfield generally will miss you as a Councillor because I know you've been a great asset to this District. Thank you for your time."

Councillor John Wilmott

"I can remember Glenys when she came on to the Council all those years ago, and as Chairman of this Council she's been a remarkable person really. Remarkable that she was so seriously ill that even when she was so seriously ill she came to meetings, she came and represented the Authority when really she shouldn't have done. It was because of her total commitment to this post that she has had over the last twelve months that it's been a remarkable time for her.

As I say, remarkable that she even went the extra mile at events when she knew a visit would mean admittance to hospital and it's remarkable the work that she did do when she knew that she should be in hospital rather than working for this Council.

Congratulations I say, go to you for all the hard work you've done over the many years. I do not think we've seen the last of Glenys though. I thought that because she has improved in health now and I think she'll be back to prove to everyone what a good person she is to work in the community. I'm absolutely astonished as to the work that she did over those twelve months.

Also congratulations to Tony. I'm sure you'll be a tremendous ambassador for this Authority and well done both of you."

Councillor David Hennigan

"Thank you. I, wasn't going to speak and it was something that Councillor Helen-Ann Smith said and it was during the Armed Forces Day commemorations in Portland Square. The biggest sort of shock of the day was the fact that you came. We thought you were on death's door Glenys; honest to goodness, Jason was telling me that we should write a leaflet just in case for Huthwaite and Brierley!

You've been superb Glenys and I've seen the scars. I've seen you come into this office and you get a lot of politicians and what they do is, they just keep themselves to themselves whereas you didn't, you were in always talking to the Council staff and I won't thank you for showing me your scars which you did on numerous occasions.....!

But I wish you well, whatever you do. You've given years and years and years making this District a better place, and Councillor Brewer you know people have said that you've got big boots to fill and you have, and I wish you luck because you've certainly got the personality and the passion for Ashfield to carry on the great work that Glenys has done, so good luck to you and thank you Glenys."

Councillor Andrew Harding

"Councillor Harding – I'd just like to congratulate you Councillor Brewer on your Chairmanship, and say thank you to Glenys for all that you've done and I look forward to seeing you around. Thank you."

Former Councillor Maxwell then took the opportunity to say thank you as follows:-

“Well, all I can say is thank you ever so much for your kind remarks and everything and yes I do remember the Armed Forces Day. I was nearly there in my pyjamas. I walked straight out of Kings Mill intensive care and I just managed, and I don’t know how I did, to get to the chair and sit there and just say hello to everybody. But, no matter what, Ashfield has been tremendous to work for.

All the Councillors and the past Councillors, I’ve always tried to be fair and Tony will do a good job, I know he will, but I was honoured to represent this Council for two years and I thoroughly, thoroughly enjoyed it. So all I can say is thank you. I wish you all the best, and that’s it. Thank you.”

C.5 Election of Vice Chairman of the Council

RESOLVED

that Councillor Andy Meakin be elected Vice Chairman of the Council until the next Annual Meeting.

C.6 Declaration of Acceptance of Office by the Vice Chairman

Councillor Andy Meakin subscribed the Declaration of Acceptance of Office of Vice Chairman pursuant to the provisions of Section 83 of the Local Government Act 1972 and thanked Members of the Council for his appointment.

C.7 Minutes

RESOLVED

that the minutes of the meetings of the Council held on 13th February and 4th March, 2019, as now submitted, be received and approved.

C.8 Chairman and Head of Paid Service Announcements

Chairman

“Personally I have an announcement to make. As Chairman I would like to express my sincere thanks and gratitude to the Members for placing their faith in me to be the Chairman of the Council for the coming year. I would particularly like to thank the residents of Skegby for again placing their faith in me to be their ward Councillor.

One of my greatest interests is our beautiful parks and open spaces we have across the District, many of which have green flag status. I am very much looking forward to visit them in my year of office and helping our administration with our play parks strategy.

To be Vice Chairman of Ashfield District Council last year was an absolute honour and privilege and I embraced every single moment of it. To be Chairman of the Authority this year, I will again, as I did as Vice Chairman, be representing my local towns and the place I call home. It is an honour I will not only cherish but fulfil in a manner that will make the Council proud.

Right, as many of you may know, I work as a volunteer for Sherwood Hospital Trust. Every Thursday morning, I make drinks and chat with the people in Clinic 15, a Welcome Treatment Centre, whilst they are undergoing their chemotherapy treatment. Clinic 14 Women's and Children's Centre and Clinic 15 form part of the Oncology Department at Kings Mill and they deliver an amazing service.

I'm sorry, this is all personal as you may know. I am privileged to be part of the amazing work and care that they give to each individual and their families whilst they are experiencing probably the most difficult time in their lives. Therefore, I am proud to announce that my chosen charity for the oncoming year will be the Oncology Department of Kings Mill.

All funds raised will be split between Clinics 14 and 15. These are services that touch so many of us and I hope Members will be able to support my fundraising initiatives as we all know they do a wonderful job.

Finally, one more thing is that I would like to thank Jason and all of you from here for all their support and helping me to be where I am now. Without you I wouldn't be here. Thank you all again. Brilliant."

C.9 Election of Leader of the Council

RESOLVED

that subject to the requirements of the Council's Constitution and in accordance with Council Procedure Rule 1.1 (vii), Councillor Jason Zadrozny be appointed Leader of the Council for a four year term of office.

C.10 Composition of the Council

RESOLVED

that in accordance with Council Procedure Rule 1.1(viii) and (ix), Council notes the composition of the Executive for the coming year, the names of Members appointed to the Cabinet (as outlined below) and the Scheme of Delegation for the Discharge of Executive Functions as advised by the Leader of the Council:-

<u>Cabinet (10)</u>	<u>Portfolio</u>	<u>Executive Responsibility For:</u>
Jason Zadrozny	Leader of the Council	<ul style="list-style-type: none"> • Corporate Strategy and Performance • Commercialism • Commercial Investments and Property • Strategic Partnerships

Tom Hollis	Deputy Leader and Portfolio Holder for Health and Leisure	<ul style="list-style-type: none"> • To deputise for the Leader (subject to nomination by the Leader) • Strategic Leisure • Communities • Health and Wellbeing • Arts, Heritage and Culture • Corporate Events including Active Ashfield • Community Engagement
Helen-Ann Smith	Deputy Leader and Portfolio Holder for Streets, Parks & Town Centres	<ul style="list-style-type: none"> • To deputise for the Leader (subject to nomination by the Leader) • Streets • Parks and Open Spaces • Town Centres • Markets • Waste Management • Recycling • Transport • Cemeteries • Car Park Strategy
Matthew Relf	Portfolio Holder for Place, Planning & Regeneration	<ul style="list-style-type: none"> • Discover Ashfield • Strategic Planning - Local Plan • Development Management • Regeneration and Economic Growth • Business Support
Daniel Williamson	Portfolio Holder for Community Safety	<ul style="list-style-type: none"> • Community Safety Partnership • Anti-Social Behaviour • Community Protection • Safeguarding • CCTV • Community Cohesion • Combating Modern Slavery and Human Trafficking
John Wilmott	Portfolio Holder for Regulatory Services	<ul style="list-style-type: none"> • Environmental Services • Licensing • Building Control • Private Sector Enforcement • Aids and Adaptations • Disabled Facilities Grants

Samantha Deakin	Portfolio Holder for Customer Services and IT	<ul style="list-style-type: none"> • Customer Services • Corporate Risk Management • Health and Safety • Emergency Planning and Business Continuity • IT Strategy • IT Security • IT Operations
David Martin	Portfolio Holder for Finance	<ul style="list-style-type: none"> • Financial Strategy – including Medium Term Financial Strategy • Treasury Management • Capital Strategy and Programme • Revenues and Benefits • HR and Payroll • Strategic Procurement
David Hennigan	Portfolio Holder for Corporate Communications, Governance & Cross Portfolio Support	<ul style="list-style-type: none"> • Corporate Communications • Website • Legal Services • Democratic and Scrutiny Services • Electoral Services • Audit
Kier Barsby	Portfolio Holder for Housing	<ul style="list-style-type: none"> • Housing Strategy • Tenancy Support, Management and Engagement • Housing Repairs • Housing Capital Investment • Maintenance of Council Assets and Property • Homelessness

Reason:

Failure to report this information would be in breach of the Council's Constitution.

C.11 Appointments of Committees, Panels and Working Groups

Council was requested to determine the appointment of Committees, Panels and Working Groups including Chairmen, Vice Chairmen and membership seats for the ensuing year as per the Committee Membership Schedule as circulated.

RESOLVED that

a) in accordance with Council Procedure Rule 1.3 (i) and (iv), the following Committees be appointed for the ensuing year:-

- Overview and Scrutiny Committee
- Scrutiny Panel A
- Scrutiny Panel B
- Planning Committee
- Licensing Committee
- Audit Committee
- Local Joint Consultative Committee
- Chief Officers' Employment Committee
- Standards and Personnel Appeals Committee
- Charities Committee
- Local Plan Working Group

b) as a result of (a) above, the following appointments for Chairmen, Vice Chairmen and membership seats be approved:-

Overview and Scrutiny Committee (7)

(6 Ashfield Independents, 1 Conservative)

Ciaran Brown

Melanie Darrington

Andrew Harding (Vice Chairman)

Sarah Jayne Madigan (Chairman)

Andy Meakin

Phil Rostance

Caroline Wilkinson

Scrutiny Panel A (7)

(6 Ashfield Independents, 1 Labour)

Ciaran Brown (Vice Chairman)

Melanie Darrington (Chairman)

Trevor Locke

Rachel Madden

Lauren Mitchell

Warren Nuttall

Caroline Wilkinson

Scrutiny Panel B (7)

(6 Ashfield Independents, 1 Conservative)

Tony Brewer

Christian Chapman (Chairman)

Dale Grounds

Rachel Madden

Phil Rostance

David Walters

Caroline Wilkinson (Vice Chairman)

Planning Committee (11)

(9 Ashfield Independents, 1 Conservative, 1 Labour)

Chris Baron
Ciaran Brown
Samantha Deakin
Dale Grounds (Vice Chairman)
Tom Hollis
Rachel Madden (Chairman)
David Martin
Lauren Mitchell
Helen Ann-Smith
Daniel Williamson
Jason Zadrozny

Licensing Committee (11)

(10 Ashfield Independents, 1 Labour)

Keir Barsby
Jim Blagden
Tony Brewer
Ciaran Brown
Andy Gascoyne
Trevor Locke
Rachel Madden
Lauren Mitchell
Warren Nuttall (Chairman)
Caroline Wilkinson
John Wilmott

Audit Committee (7)

(6 Ashfield Independents, 1 Conservative)

John Baird
Christian Chapman
Melanie Darrington
Arnie Hankin
Kevin Rostance
Dave Shaw (Chairman)
David Walters

Charities Committee (7)

(6 Ashfield Independents, 1 Labour)

Tony Brewer
Andy Gascoyne
Sarah Jayne Madigan
Lauren Mitchell
John Smallridge (Chairman)
David Walters
Caroline Wilkinson

Chief Officers' Employment Committee (7)

(6 Ashfield Independents, 1 Conservative)

Chris Baron
Kier Barsby
Tom Hollis
Dave Shaw
John Smallridge
Helen-Ann Smith
Jason Zadrozny

Standards and Personnel Appeals Committee (7)

(6 Ashfield Independents, 1 Conservative)

Jim Blagden
Christian Chapman
Warren Nuttall
Phil Rostance
Helen Ann-Smith
David Walters
Lee Waters (Chairman)

Local Plan Working Group (11)

(9 Ashfield Independents, 1 Conservative, 1 Labour)

Keir Barsby
Samantha Deakin
Tom Hollis
Rachel Madden
David Martin
Lauren Mitchell
Matthew Relf
Kevin Rostance
Helen-Ann Smith
Daniel Williamson
Jason Zadrozny

Local Joint Consultative Committee (7)

(Not subject to political balance rules)

Samantha Deakin
Tom Hollis
David Martin
Matthew Relf
Helen Ann-Smith
Daniel Williamson
Jason Zadrozny

Reason:

The Authority has a statutory duty at its Annual Meeting each year to make a determination as to political representation on its Committees, Panels and Working Groups in accordance with the provisions of the Local Government and Housing Act, 1989.

(During consideration of this item, Councillors Chris Baron, Daniel Williamson and Helen-Ann Smith left the room at 7.47pm, 7.48pm and 7.49pm and returned to the meeting at 7.51pm, 7.50pm and 7.50pm respectively.)

C.12 Schedule of Council, Cabinet and Committee Meetings 2019/20

Council was requested to approve the updated Schedule of Council, Cabinet and Committee Meetings for 2019/20 as circulated at the meeting.

RESOLVED

that in accordance with Council Procedure Rule 1.1(x), the Schedule of Council, Cabinet and Committee meetings for 2019/20, as circulated at the meeting, be approved.

Reason:

To ensure the Council has an agreed programme of meetings for 2019/20 to enable the Council's decision making structure to operate effectively.

C.13 Annual Constitution Review

Council was requested to consider and approve the proposed changes to the Council's Constitution as presented.

RESOLVED

that the proposed changes to the Council's Constitution, as outlined in the report, be received and approved.

Reason:

To ensure that the Council's Constitution remains up to date and fit for purpose.

(During consideration of this item, Councillor Sarah Jayne Madigan left the room at 7.57pm and returned to the meeting at 8.00pm.)

C.14 Aldermen and Alderwomen Policy

Council was requested to consider the introduction of a policy to appoint Honorary Aldermen and Alderwomen.

RESOLVED

that the Policy for the Appointment of Honorary Aldermen and Alderwomen, as presented, be received and approved.

Reason:

The appointment of Honorary Aldermen and Alderwomen is a means of giving recognition to former Councillors of Ashfield District Council who in the opinion of the Council have rendered eminent service to the Council and the District.

C.15 Appointments to Outside Bodies

Council was requested to nominate/appoint representatives to the Outside Bodies listed in the schedule circulated at the meeting.

A recommendation was moved and seconded to change the nomination for the Council representative on the Health and Wellbeing Board (County Council) to Cllr. David Walters (with Cllrs. Tom Hollis and John Wilmott as substitutes) and all present agreed to this course of action.

RESOLVED

that the following representatives be appointed to the under-mentioned bodies:-

<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
Ageing Well Network	Mr. Robert Sears-Piccavey	31st May, 2020
Ashfield Citizens' Advice Bureau Management Committee	Ms. Christine Quinn-Wilcox	31 st May, 2020
Ashfield Community Safety Partnership Joint Strategic Group	Cllr. Jason Zadrozny Cllr. Daniel Williamson	31st May, 2020
Association for Public Service Excellence	Cllr. Jason Zadrozny	31 st May, 2023
Beauvale Charity – Hucknall	Cllr. Chris Baron	30 th June, 2023
Byron Charity – Hucknall	Cllr. Lee Waters	31 st March, 2021
D2N2 Local Enterprise Partnership Board	Cllr. Jason Zadrozny	31 st May, 2023
East Midlands Councils	Cllr. Tom Hollis Cllr. Jason Zadrozny	31st May, 2023
Economic Prosperity Committee	Cllr. Matthew Relf Cllr. Jason Zadrozny	31st May, 2023
Greater Nottingham Joint Planning Advisory Board	Cllr. Matthew Relf	31st May, 2020
Greenwood Community Forest Steering Group	Cllr. Rachel Madden	31st May, 2020
Groundwork Cresswell, Ashfield & Mansfield	Cllr. Matthew Relf	31st May, 2020
Health and Wellbeing Board (County Council)	Cllr. David Walters <u>Substitutes</u> Cllr. Tom Hollis Cllr. John Wilmott	31 st May, 2020

Historic England	Cllr. Jason Zadrozny	31 st May, 2023
Hucknall & District Voluntary Partnership (Under One Roof Project)	Cllr. Kevin Rostance	31 st May, 2020
Hucknall Partnership Group	Cllr. Chris Baron Cllr. Kevin Rostance Cllr. John Wilmott	31 st May, 2020
LGA District Council's Network	Cllr. Jason Zadrozny	31 st May, 2023
Mansfield & Ashfield Economic Development Partnership (MAEDP)	Cllr. Helen-Ann Smith Cllr. Jason Zadrozny	31 st May, 2020
Mansfield & District Crematorium Joint Committee	Cllr. Kier Barsby Cllr. Tom Hollis Cllr. Helen-Ann Smith	31 st May, 2020
Memorandum of Understanding between Ashfield District Council, Mansfield District Council, Newark and Sherwood District Council and Nottingham County Council Sponsor's Board	Cllr. Matthew Relf	31 st May, 2020
NET Partnership Group	Cllr. Matthew Relf	31 st May, 2020
N.I.D.A.S	Cllr. David Walters	31 st May, 2020
Nottinghamshire Building Preservation Trust	Cllr. Andy Gascoyne	31 st May, 2020
Nottinghamshire Joint Waste Management Committee	Cllr. Helen-Ann Smith	31 st May, 2020
Nottinghamshire Local Government Leaders' Group	Cllr. Jason Zadrozny	31 st May, 2023
Nottinghamshire Wildlife Trust	Cllr. Tony Brewer	31 st May, 2020
Our Centre	Cllr. Warren Nuttall	31 st May, 2023
Patient and Public Engagement Committee (PPEC)	Cllr. David Walters	31 st May, 2020

PATROL Adjudication Joint Committee	Cllr. Kier Barsby	31st July, 2020
Police and Crime Commissioner Panel	Cllr. Jason Zadrozny <u>Substitute</u> Cllr. Daniel Williamson	31 st May, 2020
Rural Community Action Nottinghamshire	Cllr. Arnie Hankin	31st May, 2020
Sherwood Forest Hospitals NHS Foundation Trust	Cllr. David Walters	31st May, 2020
Teversal Grange Advisory Committee	Cllr. Melanie Darrington Cllr. Helen-Ann Smith Cllr. Caroline Wilkinson	31st May, 2020

Reason:

To fulfil the Council's obligations to be adequately represented on Outside Bodies.

The meeting closed at 8.14 pm

Chairman.

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Report To:	COUNCIL	Date:	25 JULY 2019
Heading:	APPOINTMENT OF THE INDEPENDENT REMUNERATION PANEL		
Portfolio Holder:	NOT APPLICABLE		
Ward/s:	ALL		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

The purpose of this report is to agree the appointment of the Independent Remuneration Panel to conduct a review of the Members' Allowances Scheme, and agree the timeline for completing the review.

Recommendation(s)

Council is recommended:

- a. To approve the appointment of Dr Declan Hall as Chair, and Mark Cawar, (Voluntary Sector Representative), and Paula Watkinson (Business Sector Representative) as Lay Members of the Independent Remuneration Panel for a four-year term, and delegate authority to the Chief Executive to agree the fees and expenses as set out in this report
- b. To approve the timeline as indicated in the report for the Independent Remuneration Panel to conduct a review of the Members' Allowances Scheme, and the terms of reference set out in Appendix A
- c. To approve the role descriptors for the Chairman and Lay Members of the Independent Remuneration Panel as set out in Appendix B and Appendix C

Reasons for Recommendation(s)

To ensure that a review of the Members' Allowances Scheme is carried out in accordance with the requirements of the Local Authorities (Members' Allowances) Regulations Act 2003.

Alternative Options Considered

No alternative options are considered to be appropriate other than to comply with the Local Authorities (Members' Allowances) Regulations 2003.

Detailed Information

The Council approved the existing Members' Allowances Scheme in July 2016, following consideration of a report from the Independent Remuneration Panel in accordance with the requirements prescribed by the Local Authorities (Members' Allowances) Regulations 2003. The Independent Remuneration Panel comprised of Dr Declan Hall (of the University of Birmingham, an academic specialising in members' allowances), Janet Richardson (of Ashfield Voluntary Action), and Martin Rigley (a local businessman with wider business connections across Ashfield and the Local Enterprise Partnership).

Whilst the current Panel's term of office does not expire until April 2020, a number of factors have resulted in the need to reappoint the Panel at an earlier stage.

- The voluntary representative no longer being in post with Ashfield Voluntary Action
- A potential conflict of interest with the business representative in relation to Ashfield District Council
- Earlier Panel reappointment will lead to recommendations being made in time for consideration and potential implementation for the next municipal year

Dr Declan Hall, who has sat on the Independent Remuneration Panel on numerous occasions, specialises in members' allowances and was considered an appropriate candidate for the role of Chair for the Panel. His appointment ensures academic expertise and continuity. In addition, two new laypersons from the business and voluntary sector have been contacted in accordance with the Regulations, and have indicated a willingness to participate in the next Independent Remuneration Panel review.

The proposed two new Panel Members can give a fresh, laypersons view to the review whilst having a local connection.

Business Sector Representative – Paula Watkinson

Paula Watkinson is a local business director at Ashfield Effluent Services Ltd, a company providing expert advice and services on all aspects of sewage treatment and waste management. She has held this position for 22 years, prior to this she was a Store Manager at Tesco's. She is passionate about Ashfield, local people and employment and also supports local causes including homelessness.

Voluntary Sector Representative – Mark Cawar

Mark Cawar is a Company Director for Feather Partnership, a company that helps organisations through the challenges of introducing new technology and improving existing services, technology and processes. He is also an active Member of the Rotary Club working on numerous local initiatives such as school greenhouse builds, litter picks, community tea parties and fund raising events.

The prospective Lay Members will receive out-of-pocket expenses only, and the Chair of the Panel will receive a fixed fee (approximately £3,000 plus expenses) to be agreed with the Chief Executive.

It is recommended that the Panel be appointed for a four-year term to maintain consistency should the Panel need to be re-called to undertake any further review work.

The Members' Allowances Scheme is index linked and adjusted annually, but this can only be relied upon for a period of 4 years before another review of the Scheme has to be carried out. As a consequence, Council is asked to consider and agree the following timeline to enable the Panel to produce its report and recommendations to the Council meeting in February 2020:

- Scoping report/timeline agreed by Council 25 July 2019
- Panel meets and conducts its review over 2 days (week commencing 21 October 2019)
- Panel submits its report and recommendations to the Chief Executive by January 2020
- Council considers the Independent Remuneration Panel report and recommendations in February 2020 and agrees an updated Members' Allowances Scheme for implementation from the start of the next municipal year in May 2020.

During the course of the review, the Panel will be asked to make recommendations on:

- The level of the basic allowance payable to all Councillors
- Special responsibility allowances payable to those Members holding positions of particular responsibility
- Any co-optee allowances
- Travel and subsistence allowances
- Childcare/dependent carer's allowances
- Equipment allowances

As part of the review process, the Panel will seek evidence from Members via questionnaires. The Panel will also interview a cross-section of Members, as well as the Chief Executive, Monitoring Officer, S151 Officer and other relevant officers. Other local authorities identified as suitable comparators will also be used for benchmarking purposes.

Proposed terms of reference for the Independent Remuneration Panel are set out in Appendix A. Proposed role descriptors for the Chair and Lay Members of the Panel are set out in Appendix B and C.

Implications

Corporate Plan:

This report is presented in accordance with the Corporate Plan Priority: Organisational Improvement. Ensuring effective community leadership through good governance, transparency, accountability, and appropriate behaviours.

Legal:

The Council is obligated to comply with the requirements prescribed in the Local Authorities (Members' Allowances) (England) Regulations 2003, and arrange to adopt a revised Allowances Scheme following recommendations from the Independent Remuneration Panel within four years of the previous review.

Finance:

The costs of the Panel undertaking a review of the allowances scheme over 2 days during October 2019, include travel and subsistence and a Chairs fee and is estimated to be approximately £3,000. This will be accommodated within Member Services budget.

Budget Area	Implication
General Fund – Revenue Budget	As above.
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Risk:

Risk	Mitigation
There has been some changes in circumstances of the current Independent Remuneration Panel resulting in it being necessary to review current appointments. Also, the Council is obligated to comply with the requirements prescribed in the Local Authorities (Members' Allowances) (England) Regulations 2003, and arrange to adopt a revised Allowances Scheme following recommendations from the Independent Remuneration Panel by no later than July 2020.	Appointment of a new Panel to meet the 2020 timeline of reviewing Members allowances.

Human Resources:

There are no HR implications arising from this report.

Equalities:

The recommendations of the Independent Remuneration Panel on the level and scope of Members' Allowances must be fully compliant with equalities legislation, particularly in regard to childcare and dependent carer's provision.

Other Implications:

There are no other implications arising from this report.

Reason(s) for Urgency

None.

Reason(s) for Exemption

None.

Background Papers

- Local Authorities (Members' Allowances) (England) Regulations 2003
- Report to Council, *Report of the Independent Remuneration Panel on the Review of Ashfield District Council's Members' Allowance Scheme*, 21 July, 2016.

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APPENDIX A

ASHFIELD DISTRICT COUNCIL INDEPENDENT REMUNERATION PANEL

TERMS OF REFERENCE

Members' Allowances Review 2019

1. The Panel is to make recommendations to the Council, following a review of Leader, Elected and Co-opted Member remuneration as to the appropriate level of remuneration. In its deliberations the Panel is required to make recommendations regarding:
 - a. The Basic Allowance to all Councillors and if applicable any expense it should include
 - b. The scope and levels of Special Responsibility Allowances
 - c. Scope and level of Co-optees' Allowances
 - d. Travel and Subsistence Allowances, including applicable rates and terms and conditions by which they may be claimed
 - e. Dependants' Carers' Allowance, including applicable rates and terms and conditions by which they may be claimed
 - f. Maternity leave, sickness and any other applicable absences
 - g. Equipment allowances if applicable
 - h. Applicable indices for allowances and how long they are to run for.
 - i. Council Chairman's SRA, if applicable and Civic Allowance
 - j. The effectiveness of the Performance SRA and how it may be improved
 - k. Any other issues that are brought to the Panel's attention
2. In reaching its recommendations, the Panel is required to seek, where appropriate, submissions and evidence from:
 - a. All Elected Members of the Council in written form via an aide memoir.
 - b. A cross section of Members via personal interview, such as Executive Member(s), non-executive Members, Committee Chair(s) and Vice(s), Group Leaders etc.
 - c. The Council's Chief Executive.
 - d. The Director of Legal and Governance (Monitoring Officer), Corporate Finance Manager (S151 Officer) and other relevant Officers
 - e. Other Local Authorities and public bodies within the region or nationally which the Panel believes to be comparative.
3. The recommendations are to take account of the Constitution of the Council and the Elected Members' Code of Conduct.
4. The recommendations are to take account of the current financial constraints facing the Council.
5. The recommendations of the Panel are to be formulated into a report to the Chief Executive for reporting to Council for consideration by February 2020

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APPENDIX B

ASHFIELD DISTRICT COUNCIL INDEPENDENT REMUNERATION PANEL

ROLE DESCRIPTOR

POST TITLE: Chair of the Independent Remuneration Panel

DIVISION: Governance

SECTION: Democratic Services/Member Support

WORK BASE: Ashfield District Council, Council Offices, Urban Road, Kirkby in Ashfield, NG17 8DA

RESPONSIBLE TO: Director – Legal and Governance and Monitoring Officer

PURPOSE OF ROLE:

To facilitate and manage the process of the review of the Members' Allowances Scheme in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.

MAIN RESPONSIBILITIES:

1. To facilitate and manage the Independent Remuneration Panel meetings.
2. To provide advice and guidance as appropriate to the Panel, consulting with Officers of the Council as necessary.
3. To review the existing Members' Allowances Scheme, using a number of suitable techniques.
4. To collect and collate information in relation to the review of the Members' Allowances Scheme to enable an informed, transparent, and fair review:
 - a. To evaluate the results of a questionnaire to be sent out to Elected Members.
 - b. To develop an appropriate "Call for Evidence" process i.e. request interviews with a number of Elected Members at all levels and across all parties.
 - c. To gather evidence and information from Officers of the Council and other appropriate stakeholders as deemed necessary.
 - d. To compare Members' Allowances Schemes of similar size and make up to Ashfield District Council.
5. To develop and maintain effective partnership working and communication between lay members of the Independent Remuneration Panel and Council Officers.
6. To ensure sufficient records of the Panel's work are maintained for audit purposes.

7. After consensus and discussion with the Independent Remuneration Panel Members, to produce a written report with recommendations to the Chief Executive by January 2020.

FEES/EXPENSES:

Fixed fee as agreed in advance with the Chief Executive.

APPENDIX C

ASHFIELD DISTRICT COUNCIL INDEPENDENT REMUNERATION PANEL

ROLE DESCRIPTOR

POST TITLE: Lay Member of the Independent Remuneration Panel

DIVISION: Governance

SECTION: Democratic Services/Member Support

WORK BASE: Ashfield District Council, Council Offices, Urban Road, Kirkby in Ashfield, NG17 8DA

RESPONSIBLE TO: Director – Legal and Governance and Monitoring Officer

PURPOSE OF ROLE:

To contribute to the review of the Members' Allowances Scheme in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.

MAIN RESPONSIBILITIES:

1. To review the existing Members' Allowances Scheme, using a number of suitable techniques.
2. To collect and collate information in relation to the review of the Members' Allowances Scheme to enable an informed, transparent, and fair review:
 - a. To evaluate the results of a questionnaire to be sent out to Elected Members.
 - b. To consider evidence obtained as part of the "Call for Evidence" process – the interviews with a number of Members at all levels across all parties.
 - c. To consider evidence and information from Officers of the Council and other appropriate stakeholders as deemed necessary.
 - d. To compare Members' Allowances Schemes of similar size and make up to Ashfield District Council.
3. To develop and maintain effective partnership working and communication between the Independent Remuneration Panel and Council Officers.
4. To contribute to the development of recommendations contained within the written report produced for the Chief Executive.

FEES/EXPENSES:

Out of pocket and travel expenses.

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Report To:	COUNCIL	Date:	25 JULY 2019
Heading:	INTERIM REVIEW OF POLLING PLACES		
Portfolio Holder:	PORTFOLIO HOLDER FOR CORPORATE COMMUNICATIONS, GOVERNANCE & CROSS PORTFOLIO SUPPORT - COUNCILLOR DAVID HENNIGAN		
Ward/s:	ALL WARDS		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

This report outlines a proposal to undertake an interim review of polling places to review a limited number of polling places, where issues have been identified at the recent council elections and European Parliamentary elections held in 2019.

Recommendation(s)

1. The Council approves the establishment of a Polling Place Review Working Group with a remit as outlined in this report;
2. The working group to consist of 7 Members;
3. The Council to appoint the Members and Chairman of the Working Group;
4. The timetable as outlined in the report be approved.

Reasons for Recommendation(s)

To ensure that all electors have such reasonable facilities for voting as are practicable in the circumstances and that, as far as is reasonable and practicable, polling places are accessible to disabled electors.

Alternative Options Considered

(with reasons why not adopted)

A full review of polling places and polling districts was carried out in 2018 in line with legislative requirements. It is good practice to conduct interim reviews to resolve identified issues with existing polling places.

Detailed Information

Introduction

In line with the provisions of Electoral Registration and Administration Act 2013, a full review of polling districts and polling places took place in the compulsory review period commencing on 1 October 2018. Recent council elections and European Parliamentary elections in 2019 identified some issues with the below polling places, which require an alternative location to be agreed for use in future elections.

- Kingsway Primary School (KWY2, KWY4)
- Sports Hall at Morven Park Primary School (SUM4)
- Bestwood Youth & Community Centre (HSO3)
- Titchfield Park Pavilion (HSO1, HSO5)

Proposed Timetable

In order to make a recommendation to Council, it is proposed to delegate the interim review to a Working Group to work through proposals based on the below timetable.

Polling Places Working Group	1 August 2019
Notice of Review and consultation period	15 August – 12 September 2019
Polling Place Working Group	24 September 2019
Full Council	10 October 2019
Publish revised scheme (subject to Council approval)	w/c 14 October 2019

Implications

Corporate Plan:

- Ensure effective community leadership, through good governance, transparency, accountability and appropriate behaviours
- Put our residents at the heart of what we do and inform, consult and engage with them

Legal:

- A full review of polling places and polling districts was carried out in 2018 in line with legislative requirements contained in the Electoral Registration and Administration Act 2013

Finance:

Budget Area	Implication
General Fund – Revenue Budget	Costs will be met from existing budgets
General Fund – Capital Programme	N/A

Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Risk:

Risk	Mitigation
Unscheduled polls may impact timeline	Restricted remit of review to consideration of identified polling places

Human Resources:

The remit of the review has been restricted to deal with identified issues, which will allow for it to be completed within the timeframe

Equalities:

The review will have regard to equality of access and the needs of voters at polling places by ensuring that there are reasonable facilities to vote where practicable.

Other Implications:

N/A

Reason(s) for Urgency

N/A

Reason(s) for Exemption

N/A

Background Papers

None

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DIRECTOR OF LEGAL AND GOVERNANCE

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Meeting of the Council
25th July, 2019
Schedule of Recommendations

N.B.

The Schedule sets out recommendations from the Cabinet and the Council's Committees upon which Council is required to reach a decision. During discussion of these items Council Procedure Rule 16 applies (Rules of Debate). Speeches must be relevant to the item being debated. Speeches do not have to be in the form of, or include a question. Members may speak for up to 5 minutes. The Chairman may allow a further 2 minutes at his/her discretion. A Member may only speak once on a motion but may also speak once on an amendment.

<u>Meeting:</u>	<u>Minute No:</u>	<u>Subject:</u>	<u>Recommendation(s):</u>
Cabinet 24th June, 2019	CA.5	<u>Ashfield Community Partnership Strategic Plan</u>	Council be recommended to approve the draft Ashfield Community Partnership Strategic Plan 2019-2022. (Report attached at Appendix A)
Cabinet 24th June, 2019	CA.68	<u>Budget - Draft Outturn 2018/19</u>	c) it be recommended to Council that the £4.715m underspend on the Capital Programme during 2018/19, caused by delays to schemes included in the Programme, be carried forward to 2019/20; d) it be also recommended to Council that £55,000 of the 2018/19 underspend be used to meet the additional costs of the Council's new political structure. (Report attached at Appendix B)

<p>Licensing Committee, 8th July, 2019</p>	<p>L.4</p>	<p><u>Draft Street Trading Policy: Consultation Responses</u></p>	<p>d) Council be recommended to adopt the Draft Street Trading Policy as presented to the Licensing Committee.</p> <p>(Report attached at Appendix C)</p>
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Report To:	CABINET	Date:	24 JUNE 2019
Heading:	ASHFIELD COMMUNITY PARTNERSHIP - STRATEGIC PLAN 2019-2022 (NEW PLAN - 2019)		
Portfolio Holder:	PORTFOLIO HOLDER FOR COMMUNITY SAFETY - COUNCILLOR DANIEL WILLIAMSON		
Ward/s:	ALL		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

To update Members regarding the rewrite of the Ashfield Community Partnership (ACP) Strategic Plan 2019-2022. It is a legal requirement that the Council develops, in conjunction with its partners, a strategy setting out how the various agencies will work together to address crime and disorder issues and improve quality of life for local residents.

The report asks Cabinet to consider the contents and recommend adoption of the refreshed strategy to Council.

Recommendation(s)

To recommend approval of the Ashfield Community Partnership Strategic Plan 2019-2022 to full Council.

Reasons for Recommendation(s)

The Crime and Disorder Act 1998, as amended, requires that every district has a Community Safety Partnership and an associated Strategic Plan in place.

Approval of the Ashfield Community Partnership Strategic Plan 2019-2022 will ensure legislative requirements are met.

Alternative Options Considered

(with reasons why not adopted)

Failure to approve the ACP Strategic Plan will breach legislative requirements for the Partnership to produce a rolling three-year strategic plan.

ACP is already working to the Strategic Plan and targeted activity is in operation.

Detailed Information

The Ashfield Community Partnership meets the statutory obligation arising from the Crime and Disorder Act 1998. The Partnership is responsible for compliance with the statutory duties set out in the Crime and Disorder Act 1998, Police Reform Act 2002, Police and Justice Act 2006 and Policing and Crime Act 2009.

The specified responsible authorities in the Partnership are:

- Ashfield District Council
- Nottinghamshire Police and Nottinghamshire Office of the Police and Crime Commissioner
- Nottinghamshire County Council
- Nottinghamshire Fire & Rescue Authority
- Ashfield and Mansfield Clinical Commissioning Group
- Nottinghamshire Probation Trust
- The Derbyshire, Leicestershire, Nottinghamshire and Rutland Community Rehabilitation Company Limited

There is a requirement for all Community Safety Partnerships to produce three year Strategic Plans which contain information about how the Partnership will address crime and disorder, substance misuse, antisocial behaviour and reduce re-offending. Plans are reviewed and updated annually in line with a Strategic Assessment.

The plan recommends the following priorities for the Ashfield Community Safety Partnership for the following three years:

- Anti-social behaviour
- Vulnerable people
- Domestic Abuse
- Violence
- Integrated working

The **Integrated Partnership Hub** has seen the co-location of both the Nottinghamshire Police Safer Neighbourhood Team and a contingent of the Police Response Teams. This has both strengthened partnership activity and provided greater community reassurance.

Whilst a number of partners now utilise the shared space in the hub the partnership is particularly keen to encourage greater engagement with health and children's services.

A core principle identified by the partners is a commitment to community engagement and empowerment to ensure that communities have a greater involvement in the work undertaken by the partnership.

The Strategic Plan outlines how the various agencies will work together to improve the quality of life for local residents through improved community involvement and integrated partnership working.

The previous strategic plan did not reflect the current demands being placed upon partners and therefore it has been completely rewritten.

A period of community consultation was undertaken using a digital survey and face to face engagement at various community events. The results of this consultation are contained within the separate Community Engagement report.

The draft Ashfield CP strategy was considered and recommended for approval to Cabinet at the Ashfield and Mansfield Strategic Group meeting on 18th April 2019.

Throughout February and March 2019 the strategic plan has been shared with strategic partners for comments and consideration and the reporting officer has met personally to discuss the plan with representatives from key partners.

Implications

Corporate Plan:

The Ashfield Community Partnership Strategic Plan 2019-2022 is aligned to the current corporate Priorities under the Place and Communities theme:

- Targeting Resources to reduce crime and disorder
- Placing Communities at the Heart of Decision making
- Changing the way we work and deliver services
- Tailoring services to local areas

It is highly likely that the new Corporate Plan will align well with the Ashfield Community Partnership Strategic Plan given known political priorities the shared evidence base and professional input.

Legal:

Adoption of the Strategic Plan will ensure the Council complies with statutory requirements, as set out in the report. The Strategic Plan is part of the Policy Framework, as defined in the Constitution, and as such falls to Council for approval.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
Failure to approve the ACP Strategic Plan will breach legislative requirements for the Partnership to produce a rolling three-year strategic plan.	n/a

Human Resources:

No impact upon employees or their terms and conditions of employment.

Equality issues cut across all themes of this strategy, ranging from communication and engagement with the community, empowerment, domestic violence and socio-economic influences that impact crime and disorder. It is recommended that facets of the strategy are periodically assessed for their equality impact and reviewed accordingly.

Equalities:

(to be completed by the author)

This report will not have any positive or negative impacts on people in any of the groups of protected characteristics.

Other Implications:

(if applicable)

N/A

Reason(s) for Urgency

(if applicable)

Reason(s) for Exemption

(if applicable)

Background Papers

(if applicable)

- 1) Ashfield Community Partnership Strategic Assessment 2019.
- 2) Ashfield Community Partnership Community Consultation 2019

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COMMUNITY PARTNERSHIP

STRATEGIC PLAN

2019-2022



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities



Derbyshire
Leicestershire
Nottinghamshire
& Rutland
Community Rehabilitation Company



NHS
Mansfield and Ashfield
Clinical Commissioning Group

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Table of Contents:

1. Forward.....	4
2. Our Vision.....	6
3. What is Ashfield Community Partnership.....	7
4. The Strategic Plan.....	8
5. Legal Framework and Government Policy.....	9
6. Nottinghamshire Police and Crime Commissioner.....	9
7. Crime and Disorder.....	13
8. Community Consultation 2018.....	16
9. Priorities.....	18
• Anti-Social Behaviour.....	19
• Protecting Vulnerable People.....	20
• Domestic Abuse.....	21
• Violence.....	22
• Integrated Working.....	23
10. Further information and useful contacts.....	24

FOREWARD:



Rob Mitchell
Chair of Ashfield
Community
Partnership



Jason Zadrozny
Leader of
Ashfield District
Council

PLEASE NOTE THAT THIS IS A DRAFT DOCUMENT AND IS BASED ON THE CURRENT POLITICAL STRUCTURE AT THE TIME OF WRITING.

IT WILL BE AMENDED PRIOR TO PUBLICATION.





OUR VISION:

“Making our communities safer and our residents feel safer.”



What is Ashfield Community Partnership?

The Ashfield Community Safety Partnership is a multi-agency body responsible for tackling and addressing crime and disorder in Ashfield. The Partnership is made up of a number of statutory and non-statutory agencies including:-

- Nottinghamshire Police
- Nottinghamshire Office of the Police and Crime Commissioner
- Ashfield District Council
- Nottinghamshire County Council
- Nottinghamshire Fire and Rescue Service
- Ashfield and Mansfield Clinical Commissioning Group (CCG)
- Nottinghamshire Probation Trust
- The Derbyshire, Leicestershire, Nottinghamshire and Rutland Community Rehabilitation Company Limited
- The business community
- Voluntary sector organisations
- Residents/Community



The Strategic Plan:

The Ashfield Community Partnership Strategic Plan 2019 - 2022 is a three year rolling document, which identifies how the Community Safety Partnership (CSP) plans to tackle local community safety issues that matter to the local community.

The plan is revised annually through reviewing information set out in the Community Safety Strategic Assessment and from information obtained from the annual community consultation which ensures that current issues are taken into account and used to direct the CSP's strategy and actions.

Strategic Assessment for 2019-2022.

Community Consultation Report 2018.

(Hyper links to be inserted when the documents are published on the website.)



Legal Framework and Government policy

Community Safety Partnerships (CSPs) are a statutory feature of the network of partnerships that help to tackle crime and reduce reoffending and were set up under Sections 5-7 of the Crime & Disorder Act 1998.

Police and Crime Commissioner

We work very closely with the Police and Crime Commissioner (PCC) for Nottinghamshire who has an important statutory role in relation to Community Safety Partnerships. The current PCC for Nottinghamshire, Paddy Tipping, was elected for a second term in May 2016 and will remain in office for a period of four years.

The mutual duty of PCCs and Community Safety Partnerships is to cooperate, having regard to each other's priorities, as set out in the Police and Crime Plan (in the case of the PCC) and the strategic assessments (in the case of MCP). The Commissioner and Deputy Commissioner work with partners across community safety and criminal justice services to address policing and crime issues facing victims and citizens of Nottingham and Nottinghamshire. The Commissioner works with partners and funds community safety activity to tackle crime and disorder. Grants are also made available to relevant organisations for the reduction of crime and disorder.

The Police and Crime Commissioner also has a monitoring function and where a community safety partnership is not carrying out its duties effectively and efficiently the Commissioner can request a report from the responsible authorities on an issue of concern, if reasonable and proportionate to do so. He can also merge community safety partnerships with the consent of the authorities themselves.

The Commissioner has published his Police and Crime Plan 2018-2021 to reflect his commitment light of new and emerging priorities for policing. This is the latest version:

<https://www.nottinghamshire.pcc.police.uk/Document-Library/Public-Information/Police-and-Crime-Plan/New-Plan-2018-2021/Police-and-Crime-Plan-2018-2021.pdf>



In addition to the above, this Partnership Plan takes into consideration and aligns with the following legislation, strategies and policies:

Strategy/ Policy	How the Plan Aligns
Localism Act 2011	<p>This piece of Legislation gives a clear signal that local authorities must work with local communities and neighbourhoods to find solutions to problems in their area and places the community at the heart of decision making. It allows local authorities to work together with each other in new ways to drive down costs in designing and delivering services.</p>
Police and Crime Commissioner Plan	<p>The Police and Crime Plan sets out priorities and what is expected from the Commissioner, Chief Constable and agencies contributing to community safety over the coming years.</p> <p>Reducing crime depends on strong communities, active citizens and agencies that respond to public concerns. The Commissioner's priorities will be achieved through strong partnership working, encouraging more volunteering and engagement with communities to support local crime prevention work and cut reoffending.</p>
Offender Rehabilitation Act 2014	<p>This Act was passed in March 2014 and ensures all offenders receive at least 12 months supervision in the community on release from custody. Crucially, this allows the Government and Community Safety Partnerships to begin tackling the unacceptably high reoffending rates within communities.</p>
Anti-Social Behaviour, Crime and Policing Act 2014	<p>The Anti-Social Behaviour, Crime and Policing Act 2014 is the law that guides what agencies can do about anti-social behaviour.</p> <p>It made big changes to the way agencies deal with anti-social behaviour, providing better protection for victims and communities. The law sets out the following 6 tools for agencies: Injunction; Criminal Behaviour Order, Dispersal Powers; Community Protection Notices and Orders; Public Spaces Protection Orders; Closure of Premises.</p>

	<p>For LOCAL INVOLVEMENT and ACCOUNTABILITY, the 2014 Act also includes Community Remedy and the Community Trigger.</p> <p>The 'Community Trigger' is intended to tackle persistent ASB and places a duty on CSP's to act to resolve cases, if it determines that insufficient action has been taken.</p>
Nottinghamshire Families Outcomes Plan	<p>Describes the approach to eligibility, targeting and measuring outcomes under the second phase of the Government's Troubled Families Programme. The plan draws together strategic priorities from across a range of public services and what Nottinghamshire County Council and partner agencies aim to achieve with each family.</p>
Care Act 2014	<p>The Care Act helps to improve people's independence and wellbeing. ACP will analyse a rich data set to identify the communities within Ashfield that have the greatest need for support. We will cooperate as set out in the Care Act.</p>
Nottingham Fire and Rescue – Integrated Risk Management Plan 2014-2019	<p>This Service plan set out a number of key priorities for community safety partnerships.</p> <p>Priority 1: Service Delivery. Develop partnerships with other fire and rescue services and other agencies. Identify and support the most vulnerable in our society</p> <p>Priority 4: Engagements and Partnerships. Strengthen relationships with partners to protect the most 'at risk' people in our communities. Work with youth and educational services broadening prevention message to include anti-social behaviour and general well-being. Work in collaboration with Police and Criminal Justice Agencies to develop an approach to tackle youth anti-social behaviour, fire setting and arson.</p>
Nottinghamshire Prevent Strategy	<p>This strategy seeks to align public agencies behind a common goal of reducing demand. The Strategy articulates a desire to pilot new service delivery models within 3 areas of Nottinghamshire that suffer from stubbornly high levels of public service demand. One of the 3 pilot areas identified is the existing partnership plus area, Sutton East.</p>

<p>Safer Nottinghamshire Board Review and priorities</p>	<p>The current Safer Nottinghamshire Board priorities are:</p> <ul style="list-style-type: none"> • Vulnerable People • Youth Crime Reduction • Modern Slavery • Domestic Abuse • New and Emerging Communities • Hate Crime • Crime in rural areas
<p>Domestic Violence, Crime and Victims Act (2004)</p> <p>Call to end Violence against Women and Girls (2010)</p>	<p>Domestic Homicide Reviews were established on a statutory basis under section 9 of the Domestic Violence, Crime and Victims Act (2004). This provision came into force on 13th April 2011.</p> <p>Strategic governance for domestic violence and abuse links to the national 'Violence Against Women and Girls Agenda'. ACP has overall responsibility for conducting a review when a domestic homicide has occurred.</p> <p>These themes provide focus to the sector's work in encouraging victims to disclose the abuse and in the longer term reduce repeat victimisation</p>



Crime and Disorder

In the 12 months (October 2017 – September 2018), Nottinghamshire Police recorded 11354 offences in the Ashfield District. This is an increase of 17.51% (1692 offences) on the previous year.

	Current: Oct 2017- Sept 2018	Previous: Oct 2016-Sept 2017	Volume Change	%Change	Target
Total recorded crime	11354	9662	1692	17.51%	Reduce
Victim based crime	10181	8649	1532	17.71%	Reduce
Violence against the person	3439	2824	615	21.78%	Reduce
Sexual offences	381	373	8	2.14%	Reduce
Robbery	128	57	71	124.56%	Reduce
Burglary	952	1007	-55	-5.46%	Monitor
Vehicle offences	1102	922	180	19.52%	Reduce
Theft from person	53	28	25	89.29%	Reduce
Bicycle theft	142	100	42	42.00%	Reduce
Shoplifting	1320	868	452	52.07%	Reduce
Other theft	957	1082	-125	-11.55%	Monitor
Criminal damage and arson	1707	1388	303	22.98%	Reduce
Other crimes against society	1173	1013	160	15.79%	Reduce
Drug offences	177	180	-3	-1.67%	Monitor
Possession of weapons	84	67	17	25.37%	Reduce
Public order offences	654	592	62	10.47%	Reduce
Miscellaneous crimes against society	258	174	84	48.28%	Reduce
Anti-Social Behaviour	3582	3377	205	6.07%	Reduce

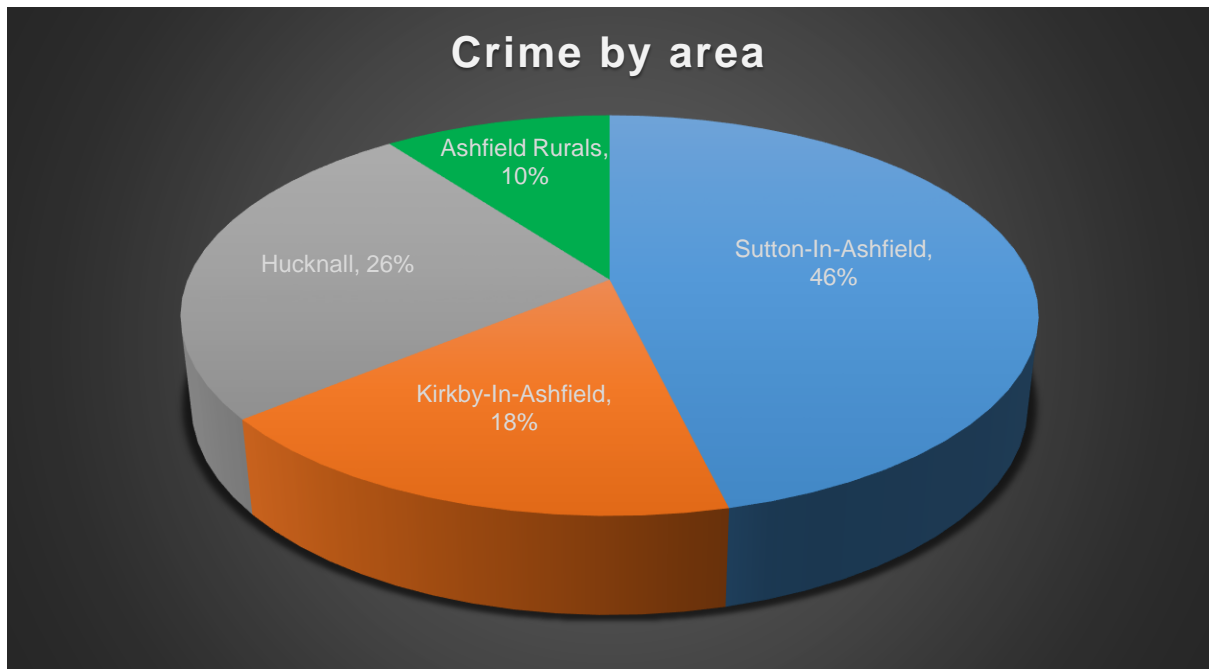
There is an increase in recorded crime of 17.51% (1692 offences) which can partly be attributed to a change in Police crime recording practices particularly around Violence Against the Person – 21.78% (615 offences).

Significant increases can be seen in the following:

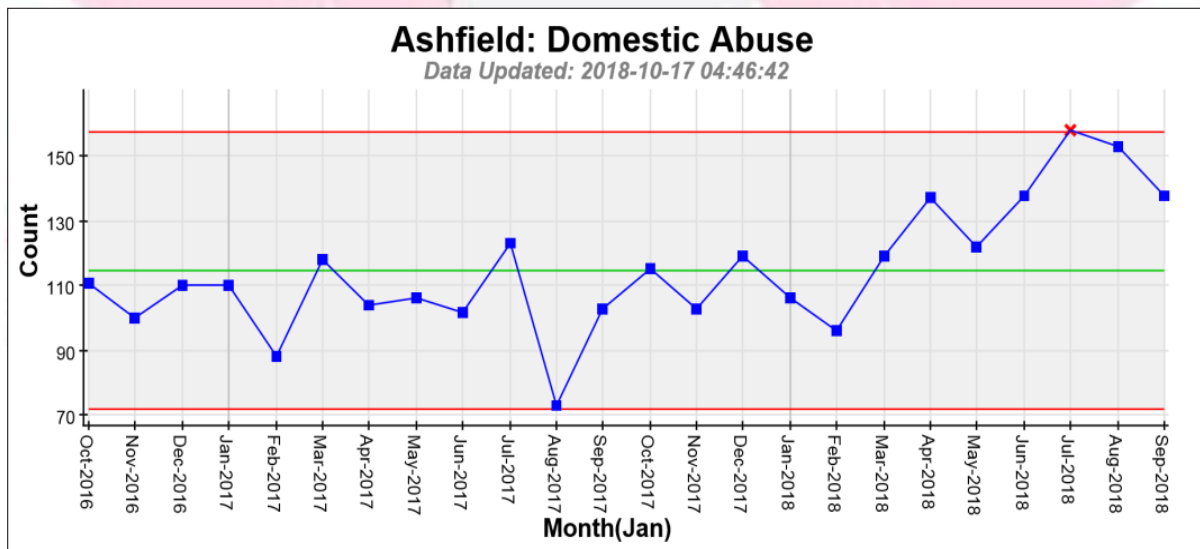
- Robbery – 124.56% (71 offences),
- Theft from Person – 89.29% (25 offences),
- Shoplifting – 52.07% (452 offences)
- Miscellaneous Crimes Against Society – 48.28% (84 offences)
- Criminal Damage and Arson – 22.98% (303 offences)
- Vehicle offences – 19.52% (180 offences)

Only three reporting areas show a reduction:

- Other Theft -11.55% (125 offences)
- Burglary 5.46% (55 offences)
- Drug Offences – 1.67% (3 offences)



Crime percentages loosely mirror the population figures for each main area. Sutton-In-Ashfield and Hucknall combined account for 72% of all crime.

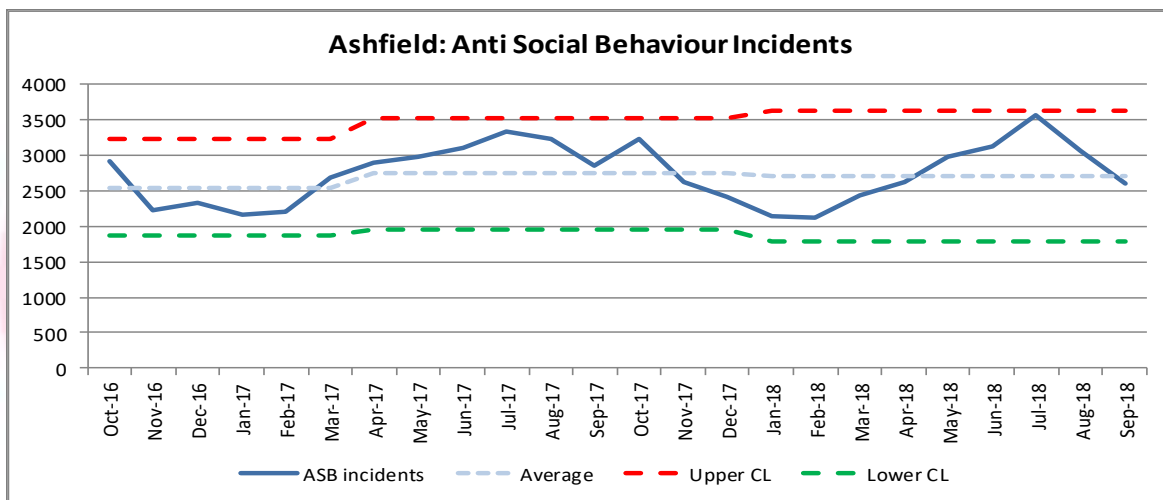


	Current: Oct 2017- Sept 2018	Previous: Oct 2016- Sept 2017	Volume Change	%Change	Target
Domestic Abuse	1456	1328	128	9.64%	Reduce

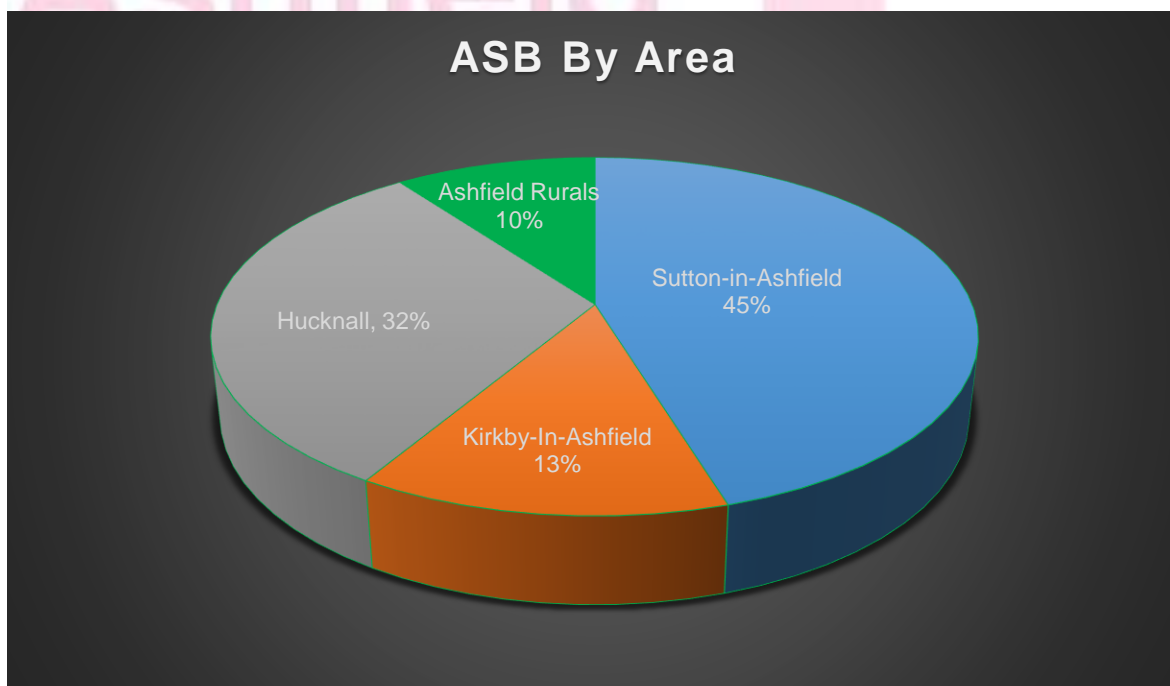
Domestic abuse reporting has continued to rise over the past two years with a 9.64% (128 offences) rise between October 2017 and September 2018. This is encouraging as it demonstrates a potential improved confidence in the ability of organisations to support victims and deal positively with perpetrators.

Anti-Social Behaviour

Levels of reporting of Anti-Social Behaviour rose slightly by 6.07% (205 offences) and reductions seen in two of the key areas; Environmental -13.69% (33 offences) and Personal -1.16% (7 offences). The only rise being in Nuisance -9.67% (245 offences).



Sutton-In-Ashfield and Hucknall account for 77% of all reported antisocial behaviour.

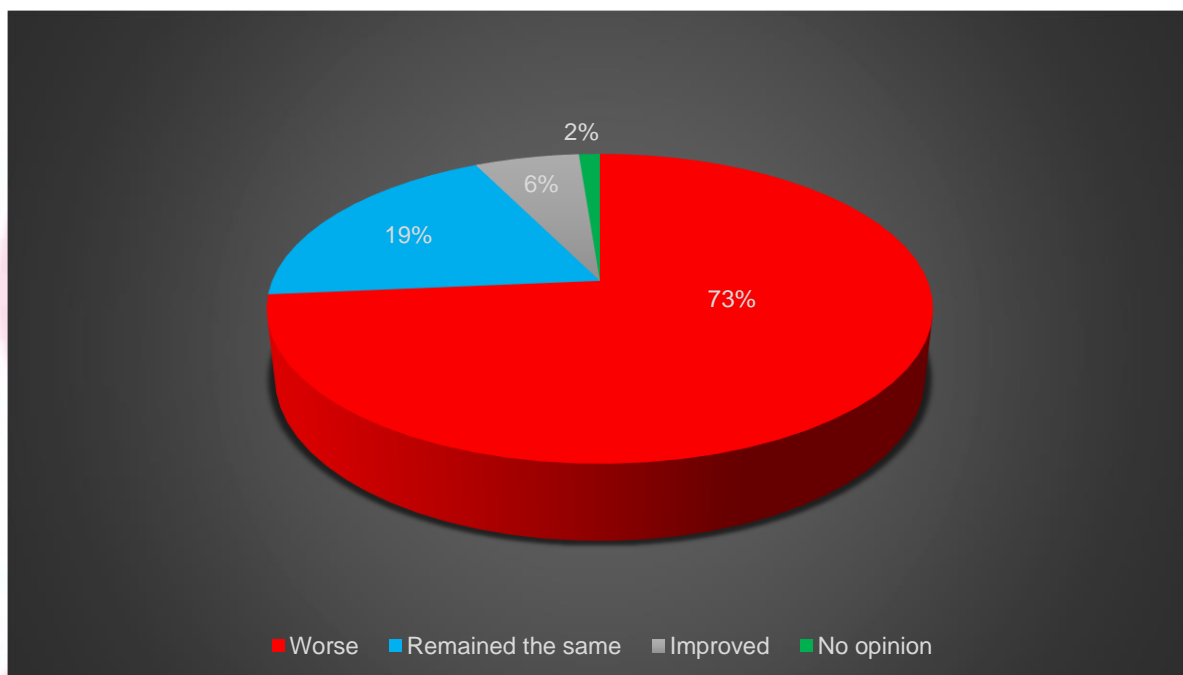


Community Consultation 2018.

A recent Community Consultation in the Ashfield District showed that the largest proportion of residents, 73%, identified that crime and anti-social behaviour in the District had become worse over the past twelve months. 19% identified that it had remained the same and only 6% identified that it had improved.

It is important to note that this consultation was completed at a time that the local media was dominated by issues connected to the controlled substance known as 'Mamba' and the associated anti-social behaviour.

“Thinking about your local area, 15-20 minutes’ walk from where you live, how have levels of crime and anti-social behaviour changed over the past year?”



Headlines;

- Levels of crime and anti-social behaviour are perceived as becoming **worse** over the past year.
- Respondents identified that a **well-established community, good neighbours** and **visible authority** in the community are the key factors in making their area safe.
- Respondents stated that **drug issues** and a **lack of Police** are the key factors in making their area an unsafe place.
- Respondents perception is that **substance misuse** and **youth issues** are the main contributors to levels of crime and anti-social behaviour.

- Respondents claim to have a good understanding of **cybercrime**, **hate crime** and **child sexual exploitation**, but less so about **modern day slavery** and **preventing radicalisation**.
- Respondents are most concerned about **drug taking and dealing**, **nuisance vehicles** and **rowdy/inconsiderate behaviour**.



PRIORITIES:

Priorities	Cross Cutting Themes
<ul style="list-style-type: none">• Anti-social behaviour• Vulnerable people• Domestic Abuse• Violence• Integrated working	<ul style="list-style-type: none">• Alcohol and substance misuse• Mental health

How will we address these priorities?

It should be accepted that the above priorities will very often be linked and there will be an ongoing necessity for them to be addressed in a flexible manner. The completed Ashfield Community Safety Partnership Plan will therefore be a dynamic document.

All partners have committed to sharing information and identifying means to gather relevant information and making best use of technology to inform tactical plans around priority issues.

Real-time data and intelligence will be utilised to address those issues that affect our communities.

Problem solving is to be completed in partnership with specific focus groups being formed to address both emerging and long-standing issues.

Activities will be effective, deliver value for money and any new services or projects will be commissioned in areas of greatest need.

The Community Safety Partnership will target its resources to improve public confidence in services, address those issues that have the greatest impact and protect the communities that they serve.

The Mansfield and Ashfield Community Safety Partnership Delivery Group will be responsible for monitoring emerging issues and delivering the plan. They will then report outcomes to the Mansfield and Ashfield Community Safety Partnership Strategic Group to ensure that the plan is being effectively delivered.

The plan will be reviewed and updated on a yearly basis.

PRIORITY: ANTI-SOCIAL BEHAVIOUR

Aims:

- Increased identification and active targeting of offenders and hot spot locations
- Improved provision and promotion of support to victims and witnesses.
- Increased community empowerment to tackle ASB.
- Increased positive diversionary activity for those at risk from becoming involved in ASB.
- Improved management of perceptions and reassurance.
- Ensure people know how to report ASB.

What will we do?

- Provide consistent multi-agency approach to the identification and support of vulnerable and repeat victims of ASB.
- Take a partnership approach to the use of appropriate enforcement powers
- Support and develop partnership targeted seasonal education and awareness campaigns; i.e. Bonfire Night, Halloween, end of school year.
- Continue to support primary and secondary school education initiatives locally and countywide.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes for the communities of Ashfield.
- Expansion of the Community Alcohol Partnership to Kirkby-in-Ashfield and Hucknall.
- Increased public visibility from all partners in those areas experiencing high levels of ASB. This is to be dynamic and led.
- Support and engage with the Nottinghamshire Police Schools and Early Intervention Officer to tackle school absence and associated ASB.
- Continue to engage proactively with those misusing both drugs and alcohol within the communities of Ashfield.
- Conduct inter-agency research to better understand the results of our public consultation. (72%)

What does success look like?

- In the twelve months to the end of September 2018, there were 3,582 incidents of ASB reported to the police in Ashfield District, which was a six per cent increase on the previous year.

Indicators of success:-

- A downward trend in incidents.
- Communities and people are safer and feel safer. (Measured via the
- Improved public perception of ASB and connected issues as measured in the annual CSP Public Consultation.
- Reduce the number of repeat victims year on year in respect of ASB.

PRIORITY: PROTECTING VULNERABLE PEOPLE

Aims.

- Increased identification and support for vulnerable residents and victims.
- Improved early help support mechanisms.
- Improved multi-agency awareness and prevention programs.
- Increased proactive response to emerging and high-risk vulnerability concerns as they occur.
- Improved early intervention and community based assistance to tackle root causes of children and family vulnerabilities.
- Enhanced awareness of violent extremism and hate crime.

What will we do?

- Use a partnership approach to ensure vulnerable children, families and adults are identified through the ongoing development of the Ashfield Complex Persons Panel.
- Actively promote knowledge of and the referral process for, the Ashfield Complex Persons Panel.
- Support and develop a partnership approach to countywide and national strategies around vulnerable people (to include PREVENT, Modern Day Slavery, CSE and Hate Crime) and organised crime groups (County Lines).
- Raise awareness of vulnerability concerns through targeted campaigns and events.
- Support and assist voluntary and other community groups to identify commissioning and funding opportunities.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes.
- Support and promote engagement through appropriate mediums to ensure residents are aware what is happening in their area.
- Support and promote the National Property Register, 'Immobilise', to safeguard resident's valuable items.
- Promote, both internally and externally, the use of the National Referral Mechanism for reporting suspected cases of modern day slavery.
- Work with Public Health and Education agencies to find ways in which key (age-appropriate) sexual educational messages for children can be communicated and reinforced; particularly around issues of consent, personal boundaries and appropriate behaviour.
- Reinforce messages for children and young people in respect of the safe use of the internet. This will also include providing guidance for parents; both in terms of technical solutions (e.g. parental controls) and support to assist them in identifying possible issues.
-

What does success look like?

- Communities and people are safer and feel safer.
- Increased perception and understanding of Cybercrime, Preventing Radicalisation, Child Sexual Exploitation, Modern Day Slavery and Hate Crime as measured in the annual CSP Public Consultation.
- Increased confidence in agencies to encourage reporting of hate crime.
- Hate crime recording to correlate with ONS data.

PRIORITY: DOMESTIC ABUSE

Aims.

- Improved challenge of underlying attitudes and behaviours.
- Develop early identification and intervention support.
- Increased support and risk reduction for high-risk victims of domestic abuse.
- Improved partnership working to ensure appropriate actions around perpetrators.
- Improved work with other partners to obtain the best outcomes for those affected by domestic abuse and their families.

What will we do?

- Support and develop partnership targeted education and awareness campaigns; i.e. White Ribbon.
- Support voluntary and other groups through identified commissioning and funding opportunities.
- Take a proportionate partnership approach to the use of appropriate enforcement powers.
- Support and develop the MARAC process to reduce risk for victims and families.
- Continue to support primary and secondary school education initiatives locally and countywide around healthy relationships.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes for the communities of Ashfield.
- Support the countywide commissioning for Domestic Abuse Services. i.e The Serenity Project.
- Sustain early intervention processes.
- Work towards accreditation with the Domestic Abuse Housing Alliance (DAHA). DAHA is a partnership between three agencies who are leaders in innovation to address domestic abuse within housing; [Standing Together Against Domestic Violence \(STADV\)](#), [Peabody](#) and [Gentoo](#).
- Domestic Homicide Reviews will be conducted in line with Home Office Guidance. All agencies involved will identify what lessons there are to learn about the way local professionals and organisations work individually and together to safeguard victims.

What does success look like?

- Reduce the number of repeat victims year on year in respect of domestic abuse.
- Increased confidence in agencies to encourage reporting of domestic abuse.

PRIORITY: VIOLENCE

Aims.

- Increased proactive response to violence associated with night-time economy disorder
- Increase identification and support for young people involved with (or at risk of being involved with) violent crime.
- Increased identification and active targeting of offenders who are exploiting vulnerable groups
- Enhance awareness of violent extremism and hate crime
- Improved support for victims of violent crime
- Improved targeting of prolific and repeat violent crime offenders

What will we do?

- Promote and engage communities to report crime issues of concern via all appropriate channels (to include online reporting via the Nottinghamshire Police website and CRIMESTOPPERS)
- Support and develop partnership targeted education, awareness and crime reduction campaigns.
- Provide consistent multi-agency approach to the identification of repeat and high risk offenders for crime and ASB.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes for the communities of Ashfield.
- Support voluntary and other groups through identified commissioning and funding opportunities for the reduction of re-offending.
- Reduced placement of vulnerable people into sensitive locations through development of the Ashfield Complex Persons Panel and liaison with Ashfield District Council Housing Services.
- Support and implement Nottinghamshire's Knife Crime Strategy 2018. (OPCC)

What does success look like?

- In the twelve months to the end of September 2018, there were 3439 violent crimes reported to the police in Ashfield. This was a **rise of 21.78%**.

Success:-

- A downward trend in incidents (excluding harassment and stalking).
- Communities and people are safer and feel safer.

PRIORITY: INTEGRATED WORKING

Aims.

- To further develop and improve partnership working across the Ashfield District.

What will we do?

- Have mutual respect within partner organisations.
- Actively listen to each other to improve outcomes for residents.
- Work from shared values.
- Better understand the priorities and limitations of partner organisations.
- Honesty with each other.
- Be customer and solution focused.
- Acknowledge each other's' views.
- Be inclusive.
- Have open communication and information sharing.
- Take an evidence based approach to the setting of shared priorities.
- Problem solving to be completed using approved methodology (OSARA).

What does success looks like?

- An expanded and more inclusive partnership HUB.
- Increase public satisfaction in agencies across the Ashfield District. (Measured via the public consultation.)

Further information and Useful Contacts

Ashfield CSP - Community Safety Hub

Enquiries Tel: 01623 457947

Email: d.dakin@ashfield.gov.uk

Ashfield District Council

Tel: 01623 450000

Email: info@ashfield.gov.uk

Nottinghamshire Police

Non-Emergency Tel: 101

Emergency Tel: 999

www.nottinghamshire.police.uk

Nottinghamshire Fire and Rescue Service

Non-Emergency Tel: 0300 330 1000

Emergency Tel: 999

www.nottinghamshirefire.gov.uk

Nottinghamshire County Council

Tel: 0300 111 8000

www.nottinghamshire.gov.uk

Office of the Police and Crime Commissioner Nottinghamshire

Tel: 01785 232385

Email: pcc@nottinghamshire.pcc.pnn.gov.uk

www.nottinghamshire-pcc.gov.uk

Crimestoppers

(Confidential anonymous reporting of crime)

Tel: 0800 555 111

www.crimestoppers.org.uk

The Pathway Project

(Assistance for victims of domestic abuse)

Tel: 01543 676800 (24 Hour Helpline)

www.pathway-project.co.uk

Nottinghamshire Victim Care

(A free and confidential service that provides information, advice, or practical and emotional support, to all victims of crime in Nottinghamshire, even if it has not been reported to the police)

Tel: 0800 304 7575

admin@nottsvictimcare.org.uk

Citizens Advice Ashfield

Citizens Advice Ashfield
Ashfield Health and Wellbeing Centre
Portland Street
Kirkby-in-Ashfield
Nottinghamshire
NG17 7AE

Debt Advice

Tel: 01623 784385

Email: debt@ashfieldca.org.uk

Telephone Advice

Tel: 03444 111 444



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COMMUNITY PARTNERSHIP

STRATEGIC ASSESSMENT

2019-2022



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities



Ashfield
DISTRICT COUNCIL



Derbyshire
Leicestershire
Nottinghamshire
& Rutland
Community Rehabilitation Company



NHS
Mansfield and Ashfield
Clinical Commissioning Group

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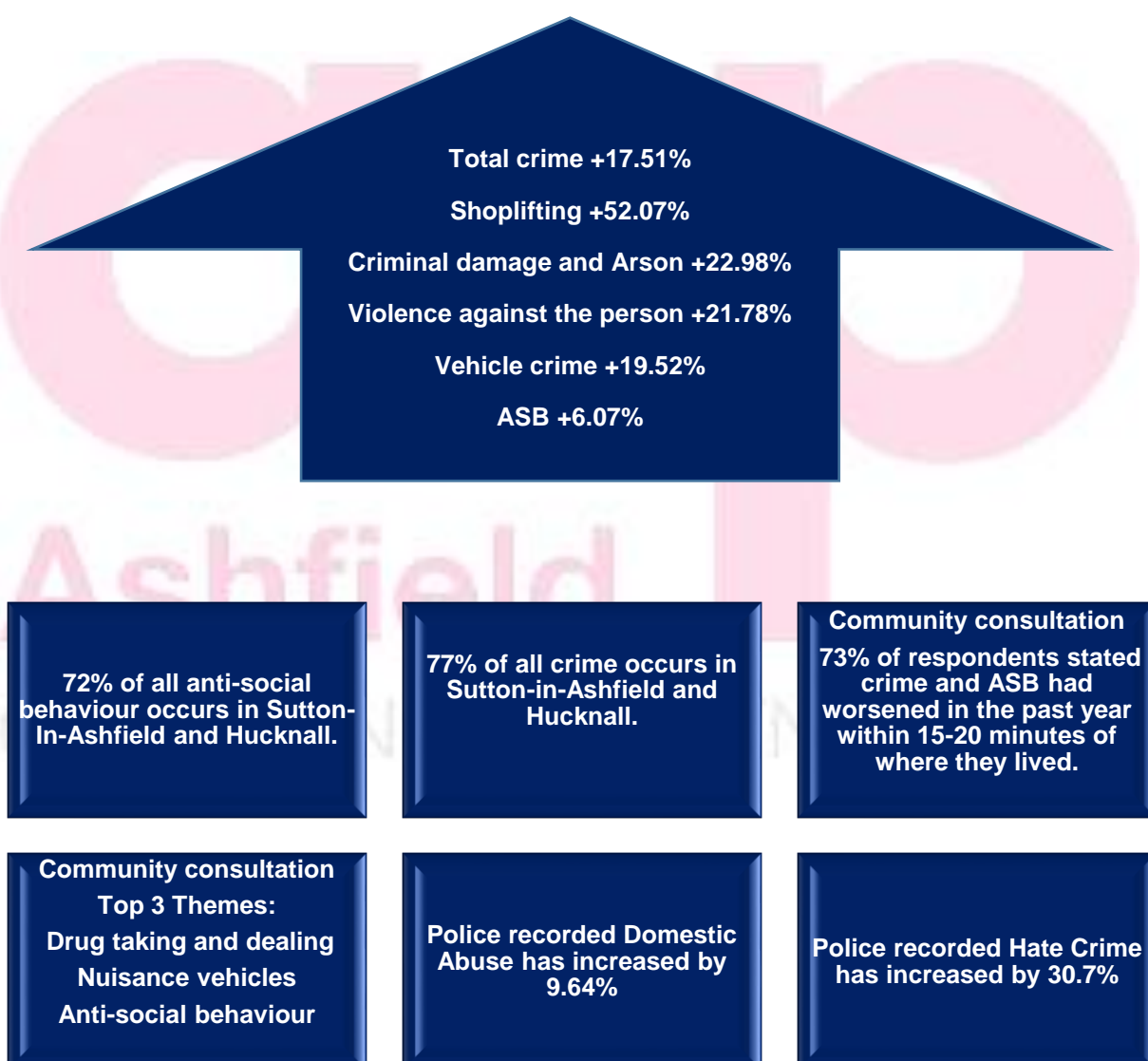
CONTENTS:

Executive summary	Page 4
Introduction	Page 6
Ashfield Community Safety Partnership	Page 6
Purpose	Page 6
Methodology	Page 6
Economic	Page 8
Growth and deficit reduction	Page 8
Employment levels	Page 9
Economic activity	Page 9
Social	Page 10
Detailed population figures 2017	Page 11
Population by ethnic group	Page 13
Life expectancy	Page 14
Participation in sport and physical activity	Page 16
Adult and childhood obesity	Page 17
Children in poverty	Page 18
Housing	Page 19
Welfare changes	Page 21
Homelessness	Page 21
Crime and disorder	Page 23
Review of current CSP priorities	Page 32
Recommendations	Page 39
PRIORITY: Anti-social behaviour	Page 40
PRIORITY: Protecting vulnerable people	Page 41
PRIORITY: Domestic abuse	Page 42
PRIORITY: Violence	Page 43

Executive Summary

Between 1st October 2017 and 30th September 2018, total recorded crime in the Ashfield District was 11354 offences, which was a rise of 17.51% (1692 offences) on the previous year. There were only three areas that showed a reduction; burglary (5.46%), other theft (11.55%) and drug offences (1.67%).

The community consultation was conducted from 20.07.2018 to 30.09.2018.



Recommended Priorities:

Priority	What are we going to do?
Anti-Social Behaviour	<ul style="list-style-type: none"> • Increased identification and active targeting of offenders and hot spot locations • Improved provision and promotion of support to victims and witnesses. • Increased community empowerment to tackle ASB. • Increased positive diversionary activity for those at risk from becoming involved in ASB. • Improved management of perceptions and reassurance. • Ensure people know how to report ASB.
Protecting Vulnerable People	<ul style="list-style-type: none"> • Increased identification and support for vulnerable residents and victims. • Improved early help support mechanisms. • Improved multi-agency awareness and prevention programs. • Increased proactive response to emerging and high-risk vulnerability concerns as they occur. • Improved early intervention and community based assistance to tackle root causes of children and family vulnerabilities. • Enhanced awareness of violent extremism and hate crime.
Domestic Abuse	<ul style="list-style-type: none"> • Improved challenge of underlying attitudes and behaviours. • Develop early identification and intervention support. • Increased support and risk reduction for high-risk victims of domestic abuse. • Improved partnership working to ensure appropriate actions around perpetrators. • Improved work with other partners to obtain the best outcomes for those affected by domestic abuse and their families.
Violence	<ul style="list-style-type: none"> • Increased proactive response to violence associated with night-time economy disorder • Increase identification and support for young people involved with (or at risk of being involved with) violent crime. • Increased identification and active targeting of offenders who are exploiting vulnerable groups • Enhance awareness of violent extremism and hate crime • Improved support for victims of violent crime • Improved targeting of prolific and repeat violent crime offenders
Integrated Working	<ul style="list-style-type: none"> • To further develop and improve partnership working across the Ashfield District.

Introduction

Ashfield Community Safety Partnership

Ashfield Community Safety Partnership (ACP) is a joint partnership between Ashfield District Council, Nottinghamshire Police, Nottinghamshire Fire and Rescue Service, the Probation Service, and Mansfield and Ashfield Clinical Commissioning Group who work together to tackle crime and anti-social behaviour that affect our communities.

These agencies have a duty to come together and work with other groups, organisations and agencies to prevent crime and disorder.

The CSP was formed in response to the Crime and Disorder Act 1998 as a statutory requirement.

The quality of life for those who live, work or visit the Ashfield District depends on many organisations: the Council, Police, Fire and Rescue and healthcare organisations, as well as businesses, voluntary organisations, tenants and residents associations, community, race and faith groups, individual residents, workers and visitors. Tens of thousands of people have an impact on what it feels like to live and work in Ashfield District.

Purpose

This crime and disorder Strategic Assessment is prepared on behalf of the Ashfield Community Safety Partnership to inform strategic planning and commissioning processes, to ensure that community safety considerations form an integral part of the delivery of statutory services within the CSP. Full statutory requirements can be found in Section 17 Crime and Disorder Act (Formulation and Implementation of Strategy) Regulations (2007)2.

The crime and disorder strategic assessment is part of an intelligence process that is used to help tackle crime and disorder and to improve community safety. It is produced annually by the Community Safety and Strategic Partnerships Officer within the Ashfield District Council Community Safety Team, with contributions from across the partnership. It has detailed analysis that explores key and emerging problems and consultations with community groups.

The aim of the crime and disorder strategic assessment is to identify key crime, disorder and anti-social behaviour issues that affect the Ashfield District. It considers what needs to be achieved to help improve community safety, including how the community can feel assured and confident that their concerns and fears are being addressed.

Methodology

The previous priorities were set under the strategic plan for the years 2016/2017.

These priorities have been reviewed and are not reflective of the current climate in respect of the partnership and social and economic factors. Therefore, the new Ashfield Community Safety Partnership Plan will contain new priorities that will look forward from 2019 to 2022.

A period of public consultation took place over the period from 20.07.2018 to 30.09.2018.

Whilst the co-ordination of the consultation took place within the District's Community Safety Team, the delivery of the survey took place over a number of partnership communication channels and public events.

An online version of the survey was made available via the District's website and promoted through social media channels. Key partners provided similar opportunities, through the face-to-face completion and social media accounts.

The consultation was delivered at a number of locations and public events over the period. The times and places of these events were coordinated to encourage engagement with all sections of the community. All Ward Councillors were aware of the consultation and details of the survey were promoted through a number of political party sites.

Data from a wide range of sources was analysed to show how the CSP compares with other areas for the priority crime types and how volumes and rates have changed over time. Information from research was used to describe any notable risk factors and victim and offender characteristics as well as approaches to partnership working.

This approach ensures the most effective use of partnership resources and prevents the collation of data and information that is irrelevant to the development of the document. It allows focus to be placed on the issues that are most significant. The use of this approach does not mean that those issues which our communities face on a daily basis will not be dealt with. The process identifies the demands that will receive an elevated level of service while others are dealt with as usual business processes of the CSP.

Economic

Growth & Deficit Reduction

The Office for Budget Responsibility forecasts published in October 2018 provides an economic outlook over the next several years with forecast GDP growth of 1.3% in 2018, 1.6% in 2019 and 1.4% in 2020.

Consumer spending is being supported by low interest rates and was boosted in summer 2018 by the football World Cup and a prolonged period of good weather.

The Bank of England raised the base interest rate from 0.5% to 0.75% in August 2018 and this was only the second rise in over a decade. This rise may place pressure on some households, particularly those that are highly indebted and have little flexibility to respond to higher debt service levels.

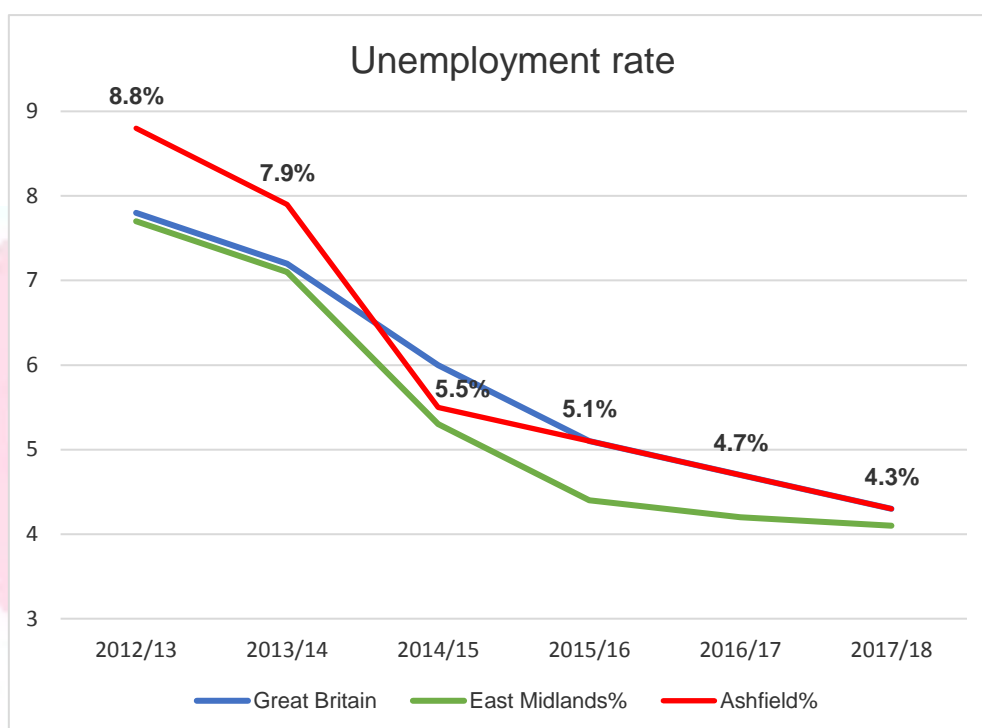
Whilst the Chancellor, Phillip Hammond, stated in his October 2018 Budget that the “era of austerity is finally coming to an end”, the effects will continue to be felt over the coming years.

It is unlikely that the reductions in central government funding to partner agencies will end. Pressure will continue on partners to do more with less and to make hard choices about services they will continue to support. The effect being:

- Any new initiatives will have to be delivered within existing budget and resources.
- A key element of successful partnership ventures will support the delivery of crime and disorder reductions and an acknowledgement of each parties own performance objectives.

Employment Levels

For the years April 2017 to March 2018 the average unemployment in Ashfield was 4.3%, a 0.4% fall in unemployment on the previous year. However, the July 2018 figure shows a rise to 4.6%.



Economic Activity

Jul 17 - Jun 18	Nottinghamshire	Ashfield	Bolsover	Erewash	Mansfield	Cannock Chase	Nuneaton & Bedworth
Economic activity rate males - aged 16-64	83.9	77.3	81.5	92.2	77.8	89.3	81.8
Economic activity rate females - aged 16-64	72.9	64.5	69.7	70.3	70.3	72.7	81.3

	Worsening
	Improving

Social

Ashfield District covers an area of 10,956 hectares and is located on the western side of Nottinghamshire in the East Midlands Region. It adjoins seven districts within the county including Nottingham City to the south and Mansfield to the north and east, as well as part of the western boundary with Derbyshire.

There are three main urban areas in the District where housing, jobs and services are generally concentrated. The southernmost is Hucknall which lies immediately north of Nottingham. Kirkby in Ashfield and Sutton in Ashfield are to the north of the District and include the adjoining settlements of Annesley Woodhouse/ Annesley, Huthwaite, Stanton Hill and Skegby areas respectively.

Sutton in Ashfield, the largest of the three town centres, has been identified as a centre of Sub-Regional importance, with Hucknall being identified as a 'Major District centre' and Kirkby in Ashfield is the smallest of the three town centres, defined as a 'District centre' by the Ashfield Retail Study 2016. Three villages of Jacksdale, Selston and Underwood also contain significant residential areas, but lack the concentration of employment opportunities and services found in the main centres. The remainder of the District is primarily countryside but contains a number of smaller settlements such as Teversal and Fackley.

There are two parish councils within the District, Annesley and Felley Parish Council and Selston Parish Council.

The District comprises of 23 wards as of 2015 and has its administrative centre in Kirkby-in-Ashfield.

The District has excellent road links to much of the country due to its location beside the M1 motorway. Junction 26 of the M1, which is outside the District, provides a good link to Hucknall now that new routes around Bulwell are complete. Junction 27 of the M1 lies within the District and provides a major link to Ashfield's three towns and Junction 28 can be easily accessed via the A38 and other major routes including the A617; Mansfield-Ashfield Regeneration Route (MARR).

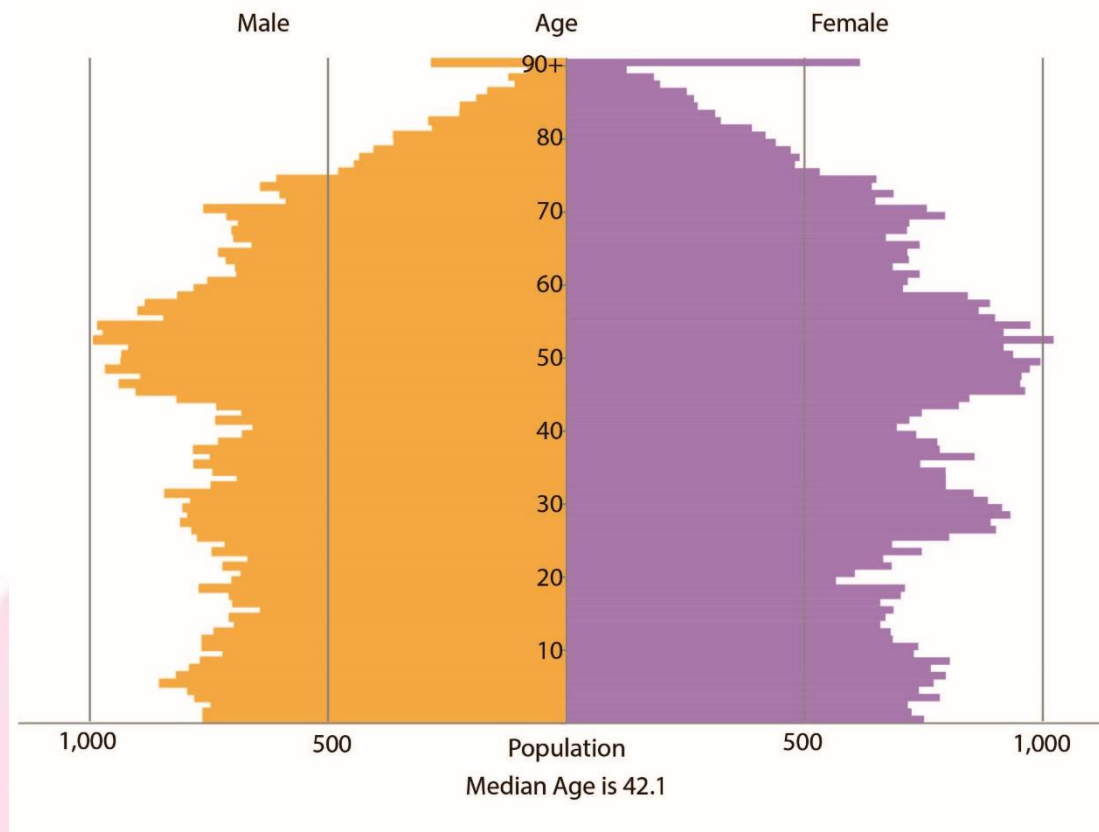
The 2017 mid-year population estimate shows the District to have a population of 126,164, with 61,931 males 64,233 females, the imbalance being due to the aging population. Population is increasing in Hucknall, Sutton in Ashfield and Kirkby in Ashfield but declining in the Rural Areas.

	Census 2001	Census 2011	2017
Working Age Population (16 – 64)	70,809	78,100	79,862
Pension Age Population (65+)	17,468	20,200	23,896
Households	46,600	50,900	-
Average people per household	2.39	2.35	-
Population density (people per sq km)	1017	1091	1152

Detailed Population Figures 2017

Ashfield has 23 wards.

	Total resident population		
	2015	2016	2017
Abbey Hill	3,458	3,450	3,601
Annesley & Kirkby Woodhouse	7,086	7,273	7,578
Ashfields	3,990	4,000	4,097
Carsic	3,937	3,919	4,027
Central & New Cross	7,843	7,948	8,166
Hucknall Central	6,711	6,714	7,034
Hucknall North	10,203	10,335	10,570
Hucknall South	7,451	7,534	7,600
Hucknall West	9,387	9,393	9,643
Huthwaite & Brierley	7,320	7,378	7,515
Jacksdale	3,412	3,413	3,410
Kingsway	3,160	3,128	3,185
Kirkby Cross & Portland	4,130	4,288	4,220
Larwood	3,294	3,283	3,394
Leamington	4,258	4,264	4,209
Selston	6,573	6,581	6,392
Skegby	6,749	6,796	6,791
St Mary's	4,048	4,053	4,017
Stanton Hill & Teversal	3,166	3,287	3,322
Summit	7,351	7,406	7,358
Sutton Junction & Harlow Wood	3,800	3,813	3,809
The Dales	3,149	3,134	3,070
Underwood	3,098	3,092	3,156
Ashfield	123,574	124,482	126,164
Hucknall	33,752	33,976	34,847
Sutton in Ashfield	48,260	48,592	49,023
Kirkby in Ashfield	28,479	28,828	29,336
Selston, Jacksdale & Underwood	13,083	13,086	12,958



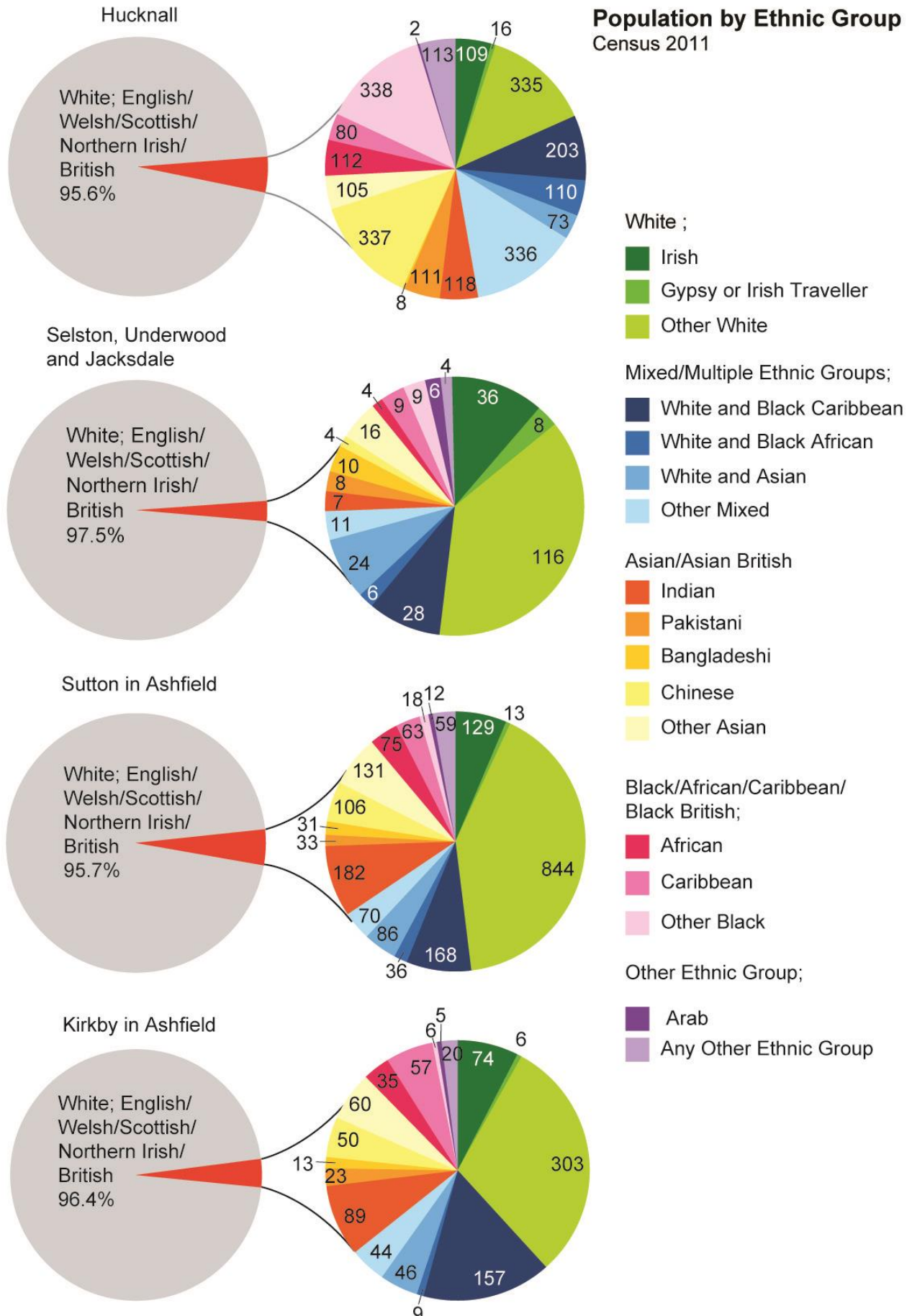
Ashfield has a history of industrialised wealth from coal mining and textile industries. Both declined in the 1980's creating high unemployment and widespread deprivation throughout the District. Since this time, the District has benefited from new employment opportunities and improvements to transport links including re-established railway links to Nottingham and the tram system in Hucknall. Recent regeneration projects are transforming Ashfield and the District is fast becoming a more desirable place to work and live with a wide range of visitor attractions.

The proportion of foreign nationals has increased following national increases in international migration. Sutton in Ashfield has the largest concentration of migrants with an increasing number of eastern Europeans settling in the New Cross area.

An Office for National Statistics study in 2014 showed that 3% of the population of Ashfield were not born in the United Kingdom.

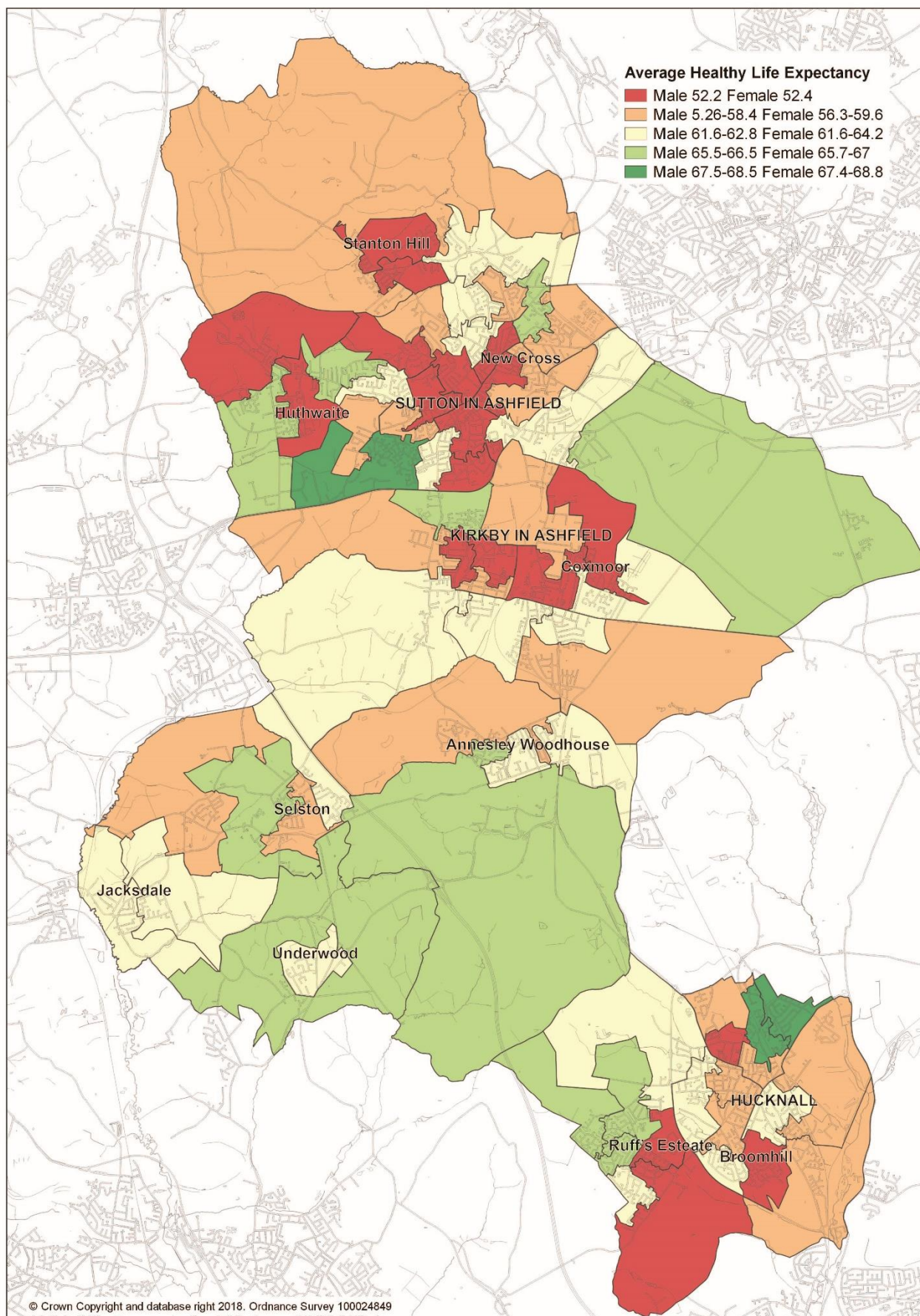
The majority of migrants come to the district for employment. There is clearly a benefit for the local economy, but this also places additional demands on public services.

Population by Ethnic Group Census 2011

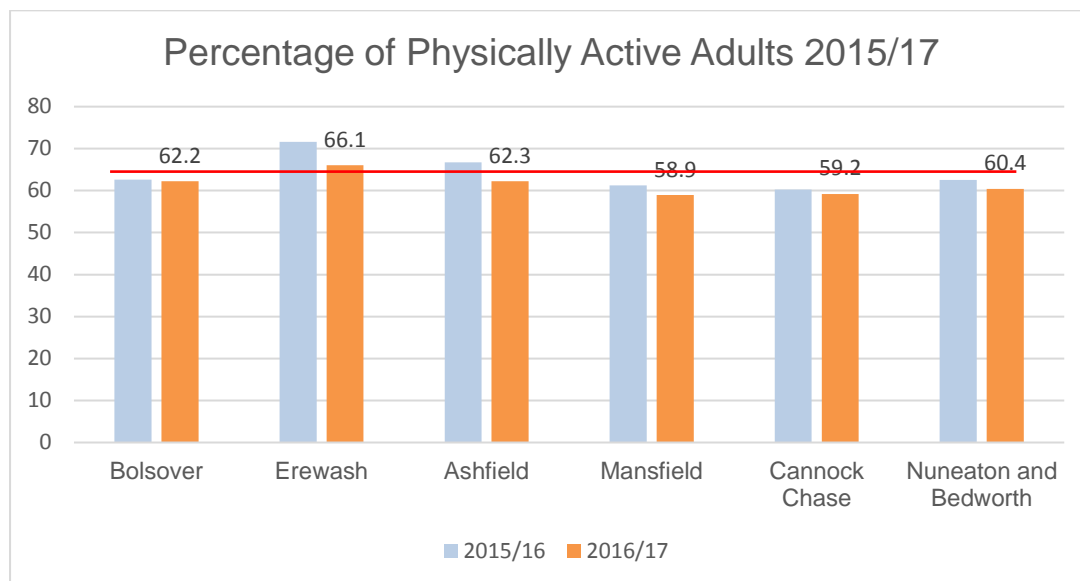


- The health of people in Ashfield is generally worse than the England average.
- There are less people over the age of 18 diagnosed with diabetes than the England average;
- Obesity in children aged 4-5 is lower than the England average but obesity amongst 10-11 years is above average
- Excess weight in adults at 74% is higher than the England average (61.3%). The Regional average is 63.3%.
- There are health inequalities within Ashfield by level of deprivation. The difference in life expectancy between the most and the least deprived areas of Ashfield is 9 years for men and 6.9 years for women (based on death rates from 2011-2013). The difference in healthy life expectancy is 18.3 years for men and 18.9 years for women;
- Over the last ten years life expectancy has increased for men and women in Ashfield; 1 year for men and 1.5 years for women, the improvement is in line with the England average rates although they remain below average for England. Over the most recent period, life expectancy for both men and women has fallen slightly;
- There has been another decline in the number of adult smokers;
- Lifestyle indicators are generally worse than the average for England.

	Life Expectancy at Birth				Life Expectancy at Age 65			
	Male		Female		Male		Female	
	2013-15	2012-14	2013-15	2012-14	2013-15	2012-14	2013-15	2012-14
Bolsover	77.4	77.6	81.4	81.7	17	17	19.5	19.5
Erewash	79.6	79.7	82.9	83.1	18.3	18.4	20.7	21
Ashfield	78.1	77.9	81.7	82	17.7	17.8	19.7	20.1
Mansfield	78	78.1	81.6	81.7	18	18.1	20	20
Cannock Chase	78.9	79.1	82.9	82.5	18.1	18.2	20.6	20.6
Nuneaton and Bedworth	78.1	78.4	82.1	82.7	17.9	17.8	20.3	20.5
Nottinghamshire	79.4	79.4	82.8	82.9	18.5	18.5	20.7	20.8



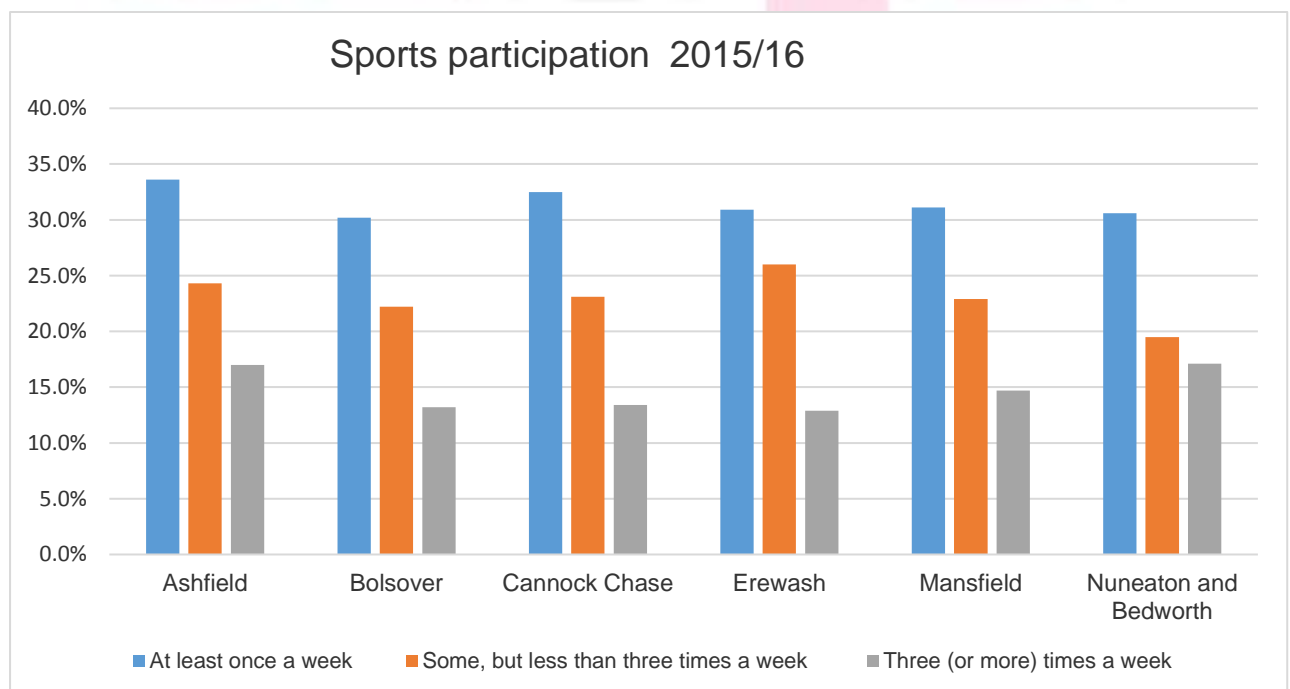
Participation in Sport and Physical Activity



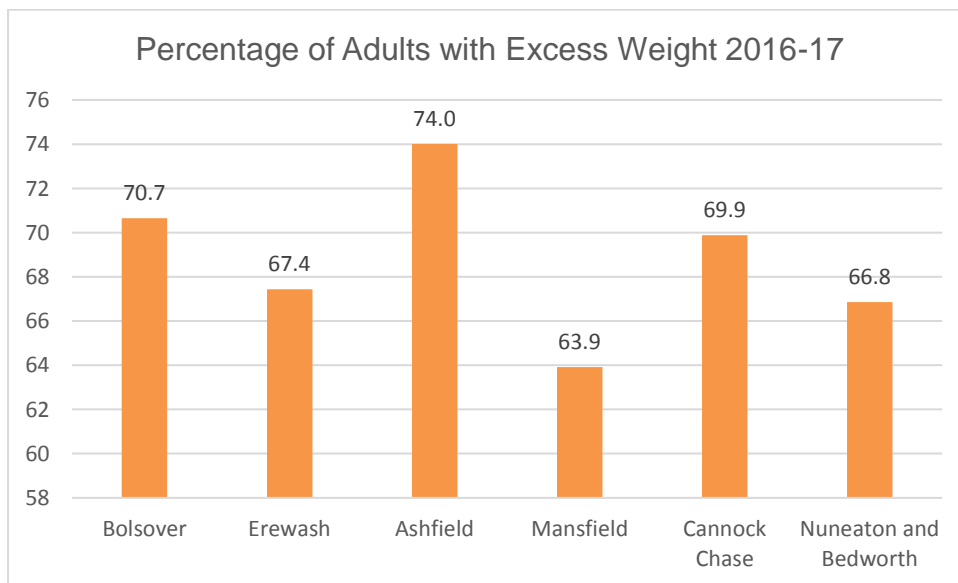
The East Midlands average was 64.4% in 2016/17

The physical activity of adults over the age of 19 has fallen in the district and is now below the average for the East Midlands.

The activity is 150 or more moderate intensity active minutes per week



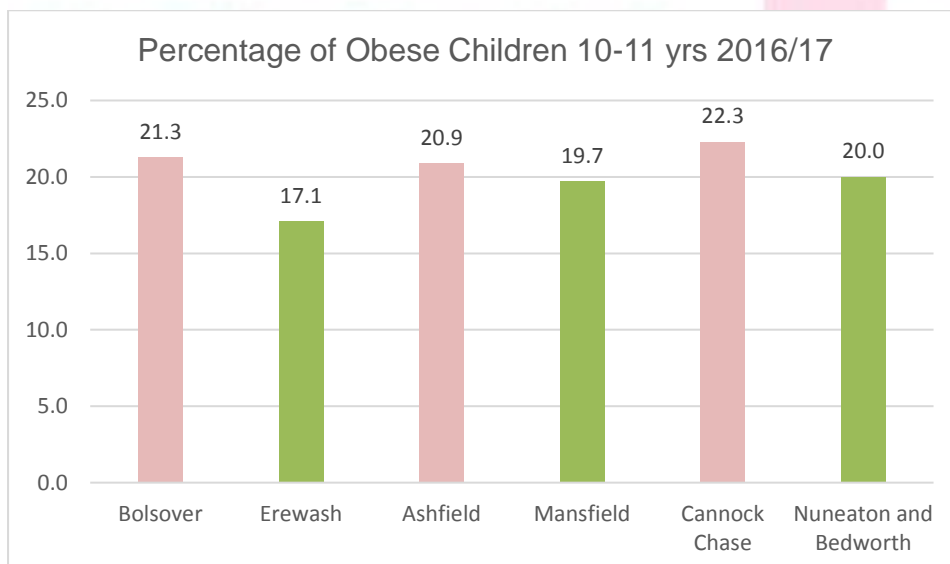
Adult obesity



The East Midlands average was 63.3% over the same period

Adult excess weight is now measured from age 18, previously it was from age 16. However, in the previous reporting period, adult excess weight in Ashfield was above the Nottinghamshire average.

Childhood obesity



■ Improved since 2015/16
 ■ Worsened since 2015/16

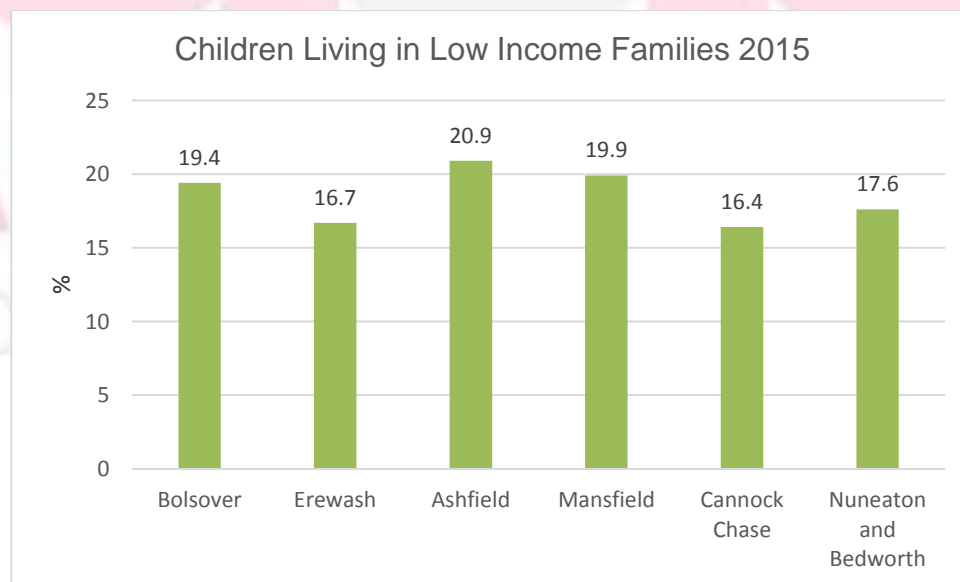
The Nottinghamshire average is 17.4% over the same period.



Source: Health and Social Care Information Centre, National Child Measurement Programme

Children In Poverty

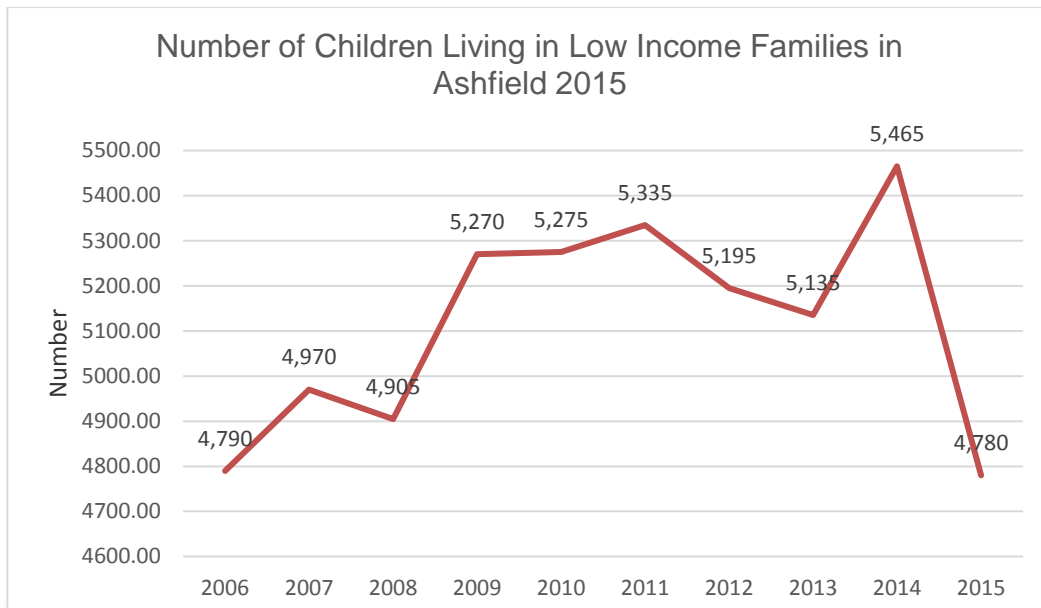
Latest data.



Improved

Worsened

There has been an improvement in this category shown by the latest available data. The number of children in low income families has fallen to the lowest level since 2006.



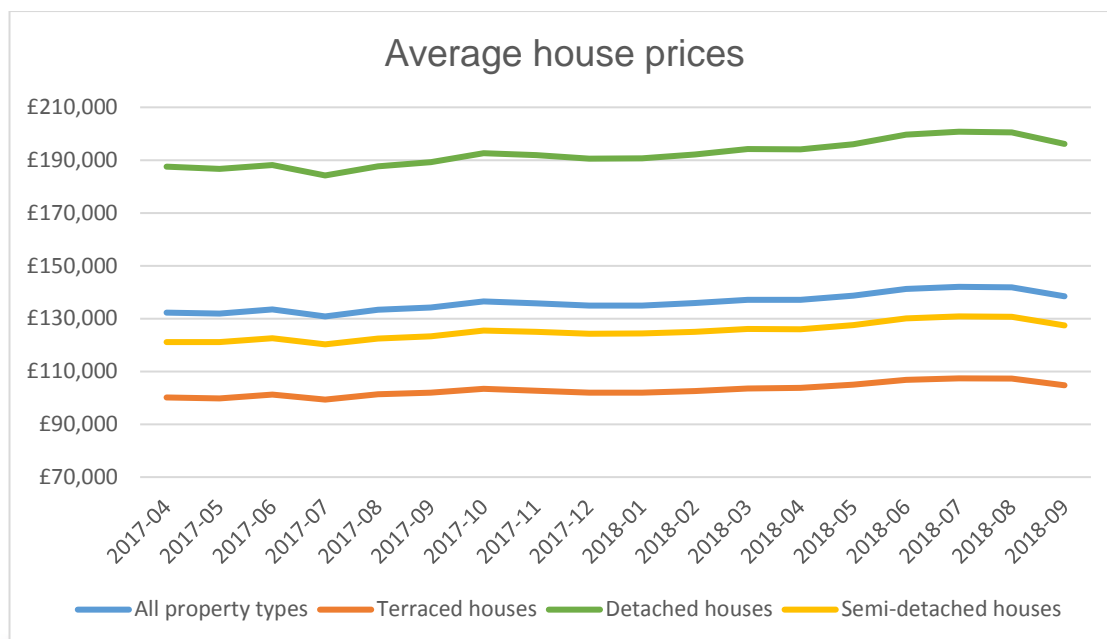
Source: HM Revenue and Customs (Personal Tax Credits: Related Statistics - Child Poverty Statistics)

Housing

Ashfield lies within the Nottingham Outer Housing Market Area (HMA) Area that comprises Newark & Sherwood, Mansfield and Ashfield Districts. The housing needs assessment undertaken across the HMA has highlight the following key characteristics of households and housing within Ashfield, based on Census 2011 data.

Across the Housing Market Area Ashfield has the highest population of the three authorities, with the population rising by 4.1% to 124,482 between 2011-2016. Of this there is an above national average of people between the ages of 40 and 65. Ashfield also has the highest percentage of households with dependent children in the HMA, but has also seen a significant growth in single person households. The population of the district is due to rise by around 11% to 136,350 by 2033.

House prices are still amongst the lowest in the region although house prices have continued to rise in recent years with the average price now £138,425



Land Registry

Within the District of Ashfield there are 6790 (December 2018) council owned properties, down from 6866 in 2015 and a further 2182 owned by other Registered Housing Providers (at March 2017).

The number of long term vacant properties fell to 543 in October 2017, this number has fallen continuously since 2004 when it was 815.

The private rented sector makes up around 15% of all stock with over 8000 homes across the district whilst the majority of homes are owner occupied. Rents in the private sector are comparatively low with mean monthly rents of around £502 (compared to £548 in the County, £601 regionally and £829 at national level: Shelter, Q1 2018).

Actions by local government to improve transport links between Ashfield, Nottingham and Mansfield appear to have had an effect on both local and wider housing markets, both increasing house prices along the NET Tram Route and levelling out prices around the Mansfield to Ashfield Regeneration Route (A617).

Migration to and from the District is largely contained within the HMA and the Nottingham Core HMA, with the majority of moves between Ashfield and Mansfield, and from Nottingham and Broxtowe into Ashfield. Ashfield shows a net inflow of people, with significant inflows to Ashfield from Nottingham and Broxtowe. Migration from Nottingham has a significant impact, particularly in Hucknall.

Existing policy and housing strategy documents distinguish three main housing market areas within Ashfield – North (Sutton-in-Ashfield, Kirkby-in-Ashfield and surrounding settlements); South (Hucknall) and Rural (Selston, Jacksdale, Underwood, Bagthorpe and Brinsley areas – Selston Parish).

Welfare Changes

Universal Credit

Universal Credit (UC), is a new benefit administered by the Department for Work and Pensions (DWP) through a local Jobcentre Plus. The next phase of Universal Credit has been fully introduced in Ashfield. This means that Ashfield is now a “UC Full Service” area therefore any working age claimant who would like to make a new claim for help with their income and to help pay their rent must now apply for Universal Credit. Housing Benefit is no longer available for most new working age claimants.

Universal Credit replaces a range of existing benefits including Job Seekers Allowance, Income Support and Housing Benefit. Universal Credit is paid directly to a nominated householder; people not experienced in budgeting may mismanage their UC and get into debt. There have already been reports of increasing rent arrears in pilot areas and the full effects will not be known for some time.

Homelessness

Each local housing authority is required to consider housing needs within its area, including the needs of homeless households, to whom local authorities have a statutory duty to provide assistance.

The Housing Act 1977, Housing Act 1996, and the Homelessness Act 2002, placed statutory duties on local housing authorities to ensure that advice and assistance to households who are homeless or threatened with homelessness is available free of charge. All households that apply for assistance under the Housing and Homelessness Acts are referred to as ‘decisions’. However, these do not include households found to be ineligible for assistance (some persons from abroad are ineligible for assistance).

A ‘main homelessness duty’ is owed where the authority is satisfied that the applicant is eligible for assistance, unintentionally homeless and falls within a specified priority need group.

In the past year this issue has received significant publicity due to the high visibility of people perceived as being homeless within Sutton-In-Ashfield. The number of homeless in the district is supplemented by those individuals who have accommodation but choose to live on the street.

Homelessness has a number of layers with Rough Sleepers very tightly defined as ‘in/on bedding in the open air’ and does not include those residing in shelters or simply could not be found when the count took place.

Within the homeless population of the Ashfield District there are challenges around alcohol & substance abuse, mental health, and the various individual difficulties which led to someone sleeping on the street. The challenge for the partnership will be to minimise the impact of those individuals upon the settled community whilst

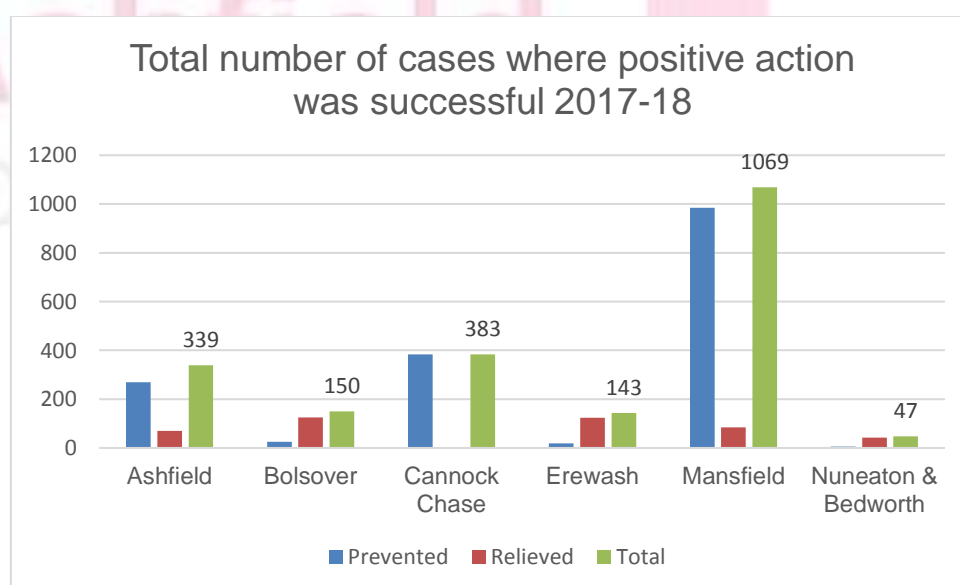
working alongside agencies supporting these individuals into a more positive lifestyle.

Accepted as being homeless and in priority need

	Ashfield		Bolsover		Cannock Chase		Erewash		Mansfield		Nuneaton and Bedworth	
	Number	Per 1000 households	Number	Per 1000 households	Number	Per 1000 households	Number	Per 1000 households	Number	Per 1000 households	Number	Per 1000 households
2017-18	123	2.28	29	0.85	57	1.34	17	0.33	189	4.04	180	3.3
2016-17	98	1.87	29	0.85	38	0.9	39	0.77	169	3.63	128	2.36
2015-16	93	1.77	46	1.36	19	0.45	22	0.44	114	2.48	137	2.52
2014-15	87	1.67	40	1.19	34	0.82	32	0.64	137	3	191	3.54
2013-14	85	1.64	30	0.9	42	1.01	26	0.53	150	3.3	172	3.22
2012-13	26	0.51	50	1.52	27	0.66	45	0.92	180	4	180	3.4
2011-12	16	0.33	54	1.69	41	1.05	36	0.75	128	2.98	139	2.73

Department for Communities and Local Government

Prevention of Homelessness



All DCLG homelessness statistics can be found at:

<https://www.gov.uk/government/collections/homelessness-statistics>

Crime and Disorder

In the 12 months (October 2017 – September 2018), Nottinghamshire Police recorded 11354 offences in the Ashfield District. This is an increase of 17.51% (1692 offences) on the previous year.

	Current: Oct 2017- Sept 2018	Previous: Oct 2016-Sept 2017	Volume Change	%Change	Target
Total recorded crime	11354	9662	1692	17.51%	Reduce
Victim based crime	10181	8649	1532	17.71%	Reduce
Violence against the person	3439	2824	615	21.78%	Reduce
Sexual offences	381	373	8	2.14%	Reduce
Robbery	128	57	71	124.56%	Reduce
Burglary	952	1007	-55	-5.46%	Monitor
Vehicle offences	1102	922	180	19.52%	Reduce
Theft from person	53	28	25	89.29%	Reduce
Bicycle theft	142	100	42	42.00%	Reduce
Shoplifting	1320	868	452	52.07%	Reduce
Other theft	957	1082	-125	-11.55%	Monitor
Criminal damage and arson	1707	1388	303	22.98%	Reduce
Other crimes against society	1173	1013	160	15.79%	Reduce
Drug offences	177	180	-3	-1.67%	Monitor
Possession of weapons	84	67	17	25.37%	Reduce
Public order offences	654	592	62	10.47%	Reduce
Miscellaneous crimes against society	258	174	84	48.28%	Reduce
Anti-Social Behaviour	3582	3377	205	6.07%	Reduce

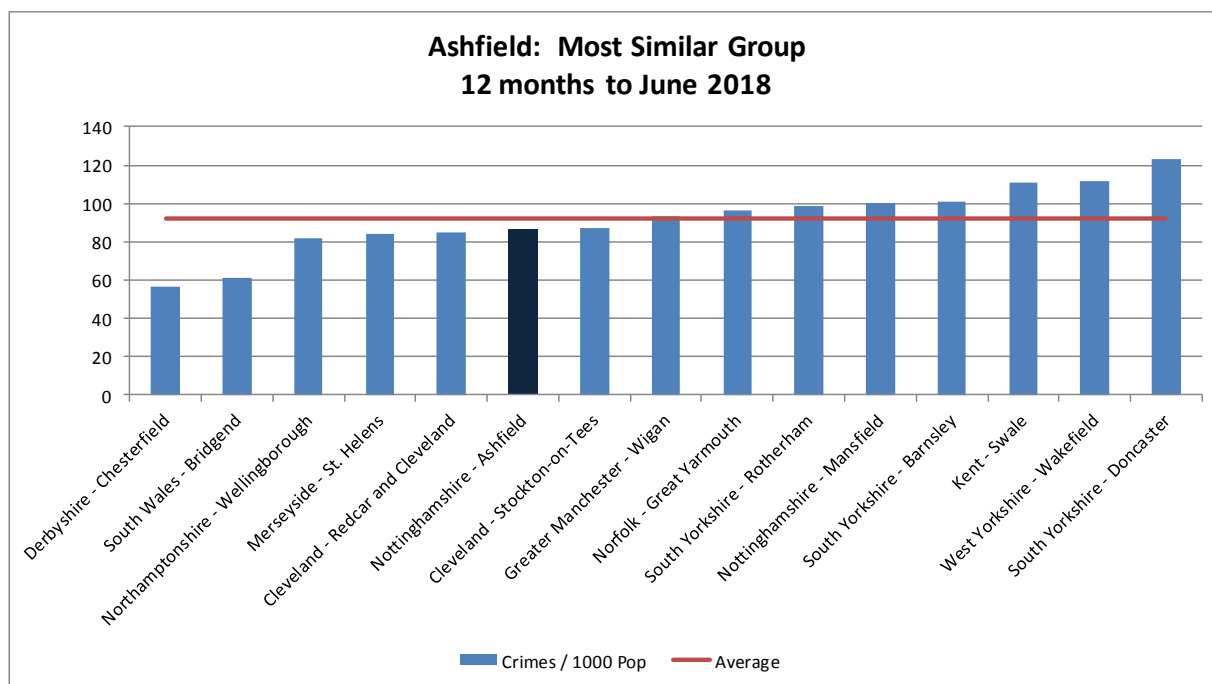
There is an increase in recorded crime of 17.51% (1692 offences) which can partly be attributed to a change in Police crime recording practices particularly around Violence Against the Person – 21.78% (615 offences).

Significant increases can be seen in the following:

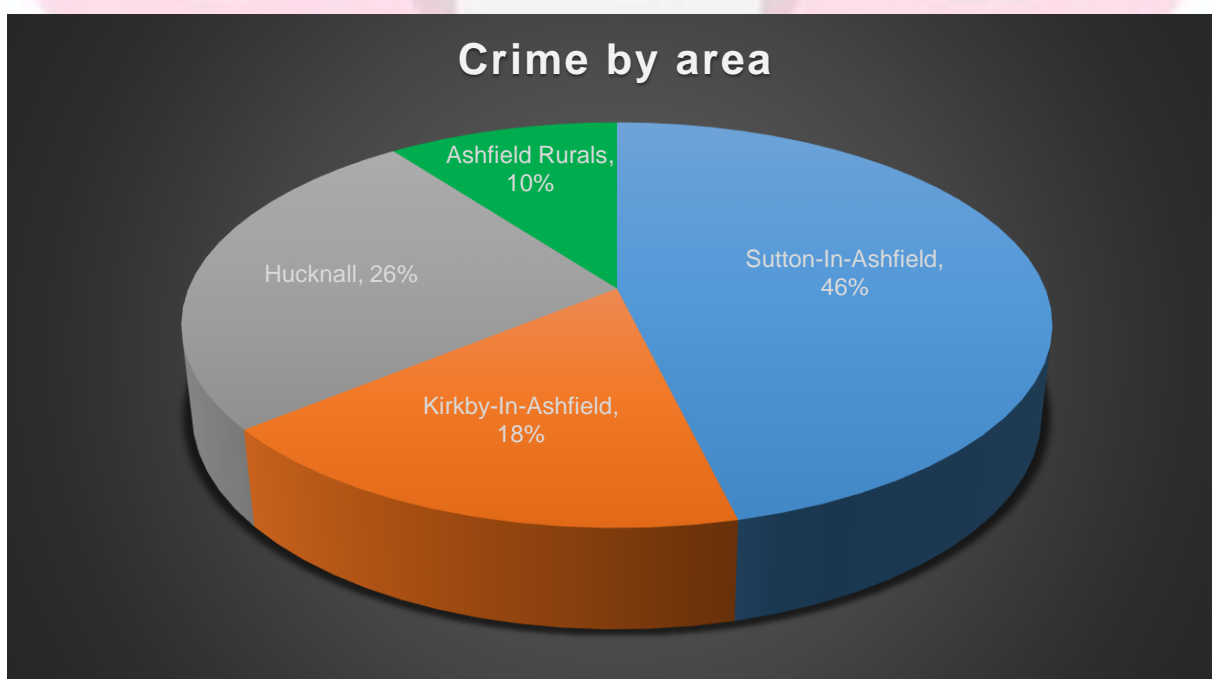
- Robbery – 124.56% (71 offences),
- Theft from Person – 89.29% (25 offences),
- Shoplifting – 52.07% (452 offences)
- Miscellaneous Crimes Against Society – 48.28% (84 offences)
- Criminal Damage and Arson – 22.98% (303 offences)
- Vehicle offences – 19.52% (180 offences)

Only three reporting areas show a reduction:

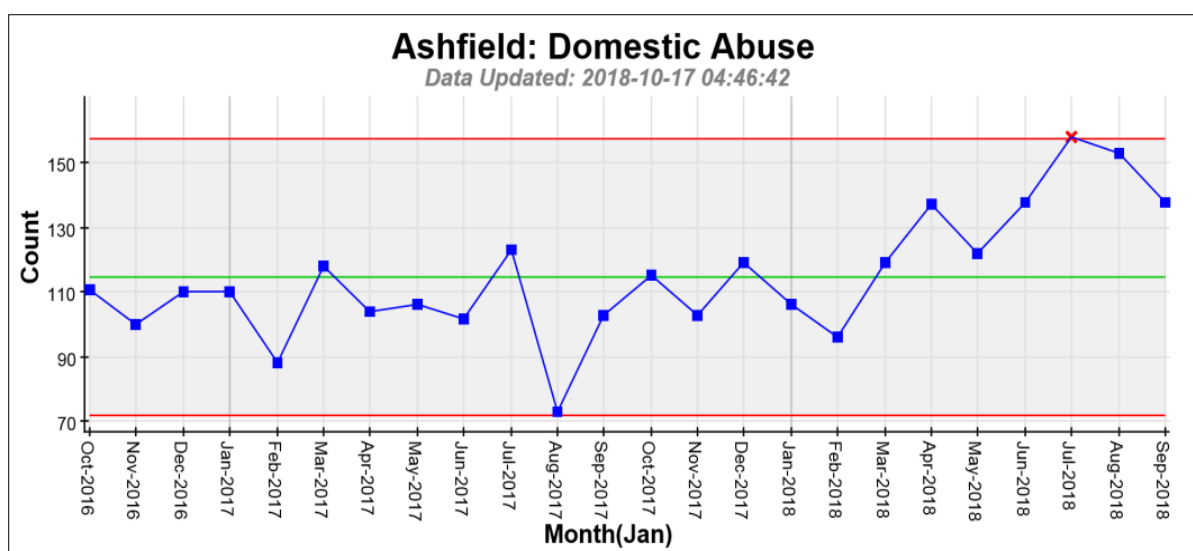
- Other Theft -11.55% (125 offences)
- Burglary 5.46% (55 offences)
- Drug Offences – 1.67% (3 offences)



Ashfield compares favourably when measured against similar areas. Crimes per thousand population are below the average.



Crime percentages loosely mirror the population figures for each main area. Sutton-In-Ashfield and Hucknall combined account for 72% of all crime.



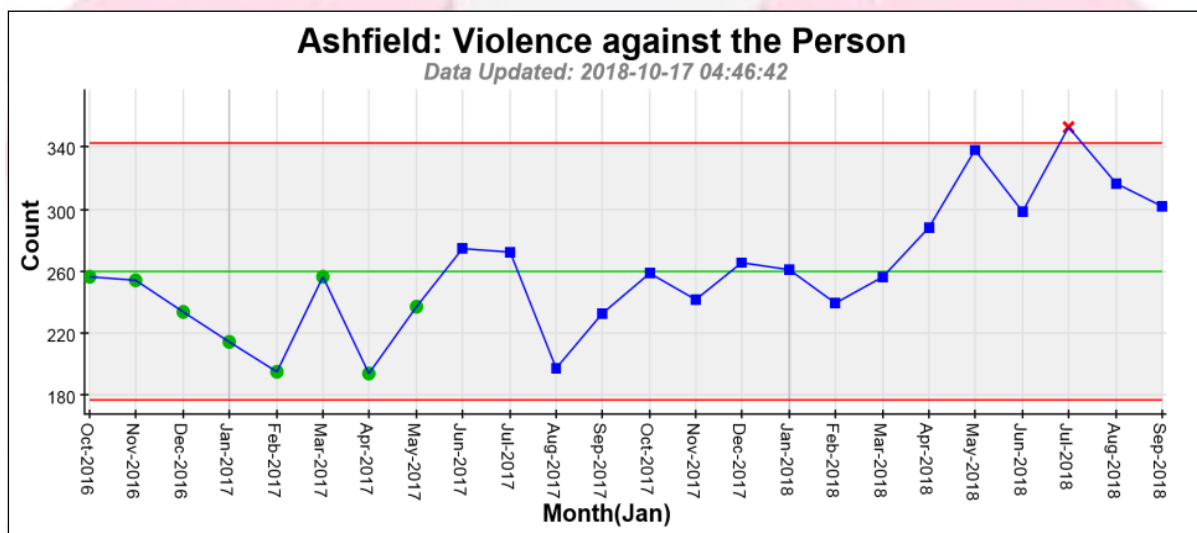
	Current: Oct 2017- Sept 2018	Previous: Oct 2016- Sept 2017	Volume Change	%Change	Target
Domestic Abuse	1456	1328	128	9.64%	Reduce

Domestic abuse reporting has continued to rise over the past two years with a 9.64% (128 offences) rise between October 2017 and September 2018. This is encouraging as it demonstrates a potential improved confidence in the ability of organisations to support victims and deal positively with perpetrators.

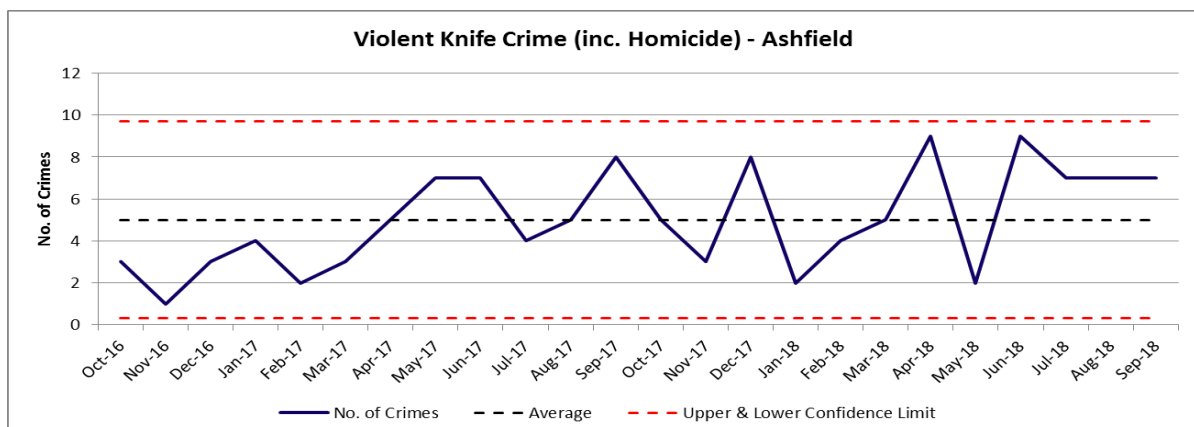
Women's Aid Integrated Services (WAIS) deliver the following services in the Ashfield area:

- Serenity Dispersed Refuge Accommodation.** External funding has supported refuge accommodation for women & children fleeing domestic abuse in Ashfield. There are six properties across Ashfield – 3 flats and 3 houses with 37 bed spaces.
 Serenity can house:
 - Women with larger families
 - Women with older boy children
 - Women for whom communal refuge accommodation isn't suitable
- Indigo Team** – Offer support to women and children who are medium and standard risk. Support includes one to one support, drop-ins and healthy relationship programs. The teams are based with partners within the Ashfield Hub and with the Social Care Assessment Team.
- DAR'S (Domestic Abuse Referral Service)** - The service takes referrals directly from GP's and other health professionals.

- **CAT Team** (Children & Teen Team) – One to one support to children who have experienced domestic abuse in their home, one to one support to teenagers who have experienced abuse in their own relationship, group work in schools and throughout the school holidays.
- **Pets Project** – The Pets project offers support to women to flee domestic abuse by arranging fostering for their pets.
- **Helpline** – a 24-hour helpline for women and agencies offering information, advice and signposting.
- **Independent Domestic Violence Advisors (IDVA), Court IDVAs and Integrated Offender Management (IOM)** – Women assessed as high risk via the Multi-agency Risk Assessment Conference (MARAC) process and court receive support IDVAs.



Violence against the person has shown a rise of 21.78%. Whilst a proportion of this rise can be attributed to revisions Police recording practices, it is an area that will be addressed in the CSP plan moving forwards.



Knife crime in the United Kingdom continues to receive significant media attention. This in turn contributes to an increase in reporting.

The Nottinghamshire Police and Crime Commissioner has published Nottinghamshire's Knife Crime Strategy 2018.

The Knife Crime Strategy 2018 is a pan-agency agreement that will see partners working together with the voluntary sector to tackle every aspect of knife violence with a strong emphasis on education, early intervention and youth engagement.

Backed by Nottingham City Council and Safer Nottinghamshire Board, voluntary and community sector and criminal justice partners the strategy sets out four key areas of work:

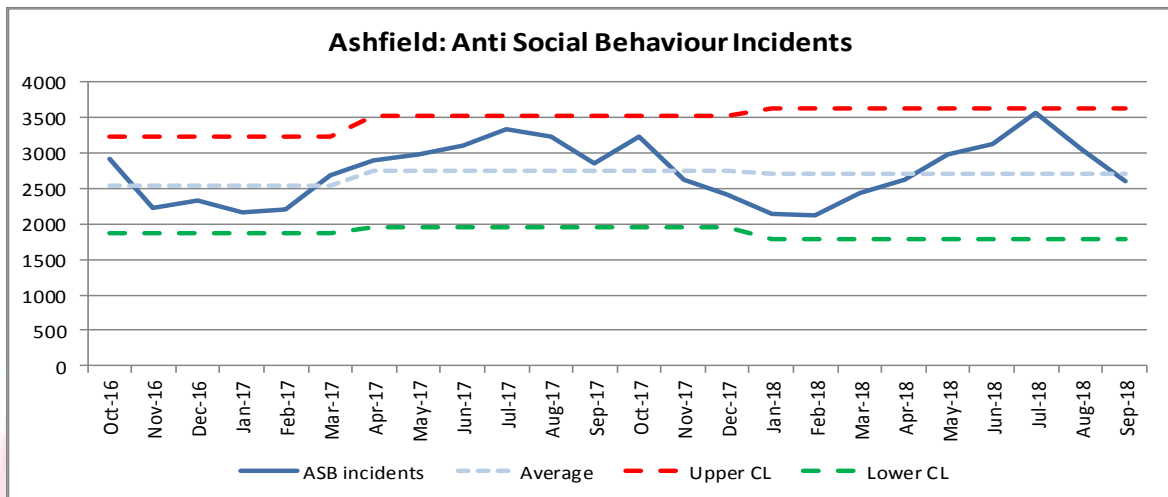
- Identification and management of risk: Identifying those at risk of becoming perpetrators or victims of knife crime and managing these risks with diversion and enforcement.
- Developing resilient spaces: Making it harder for offenders to carry and use knives in public spaces by robust enforcement, particularly in the night-time economy.
- Communication and behaviour change: Ensuring clear messages are delivered and promoting alternative lifestyle options.
- Communities and the third sector: Working with the community and wider partners to build resilient neighbourhoods and tackle both the immediate and long-term impact of knife crime.

A recent Nottinghamshire 'Knife Amnesty' resulted in 31 knives being recovered in Ashfield as part of a countywide total of 418.

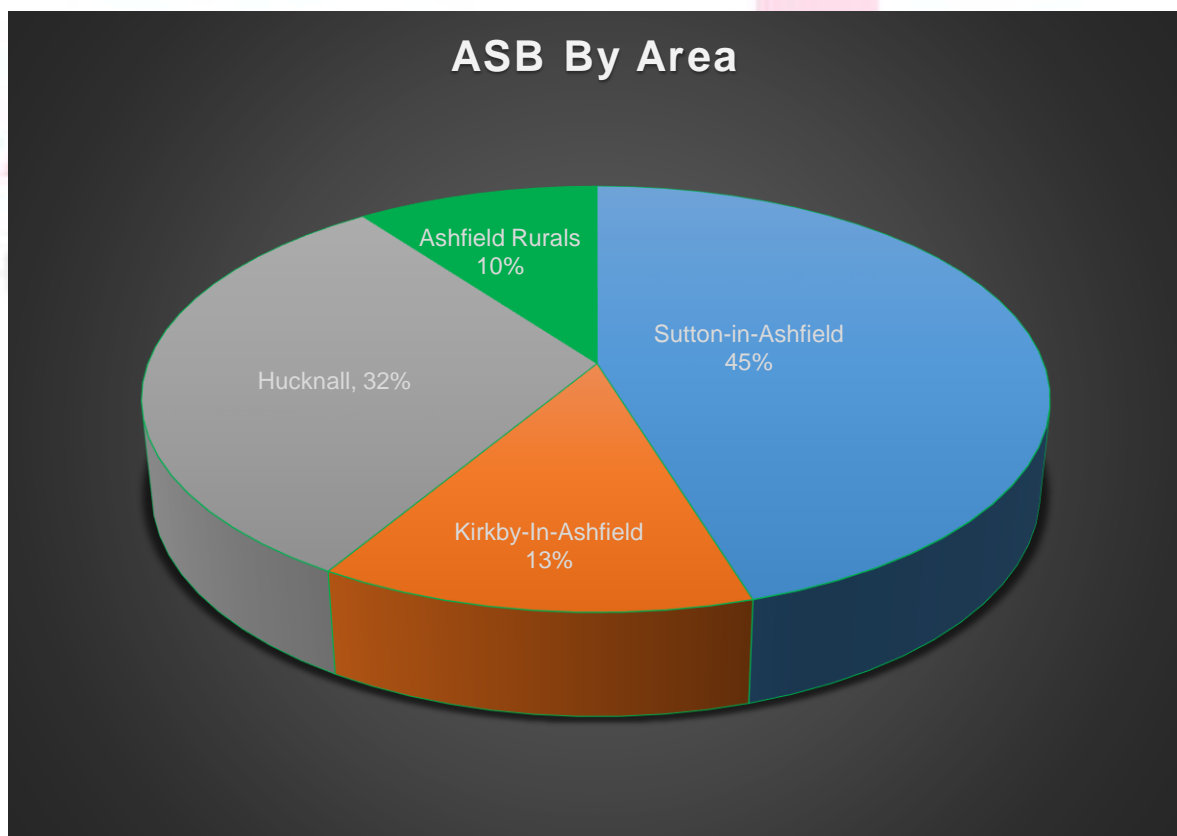


Anti-Social Behaviour

Levels of reporting of Anti-Social Behaviour rose slightly by 6.07% (205 offences) and reductions seen in two of the key areas; Environmental -13.69% (33 offences) and Personal -1.16% (7 offences). The only rise being in Nuisance -9.67% (245 offences).



Sutton-In-Ashfield and Hucknall account for 77% of all reported antisocial behaviour.



Hate Crime

A hate incident is any incident that is perceived by the victim, or any other person, to be motivated by hate, hostility or prejudice.

Data is collected under five strands:

- Race
- Disability
- Faith or religion
- Sexual orientation
- Gender identity

Nottinghamshire Police also collect data for:

- Misogyny
- Alternative subcultures

	Current: Oct 2017- Sept 2018	Previous: Oct 2016- Sept 2017	Volume Change	%Change	Target
Hate Crime	115	88	27	30.7%	Reduce

Hate crime reporting has increased significantly in the period between October 2017 and September 2018. This is against the background of BREXIT which has seen a national rise in reported hate crime in the United Kingdom.

It can be seen that the Ashfield District has shown a rise of 30.7% (27 offences) which could also be attributed in greater victim confidence in reporting instances of hate crime.

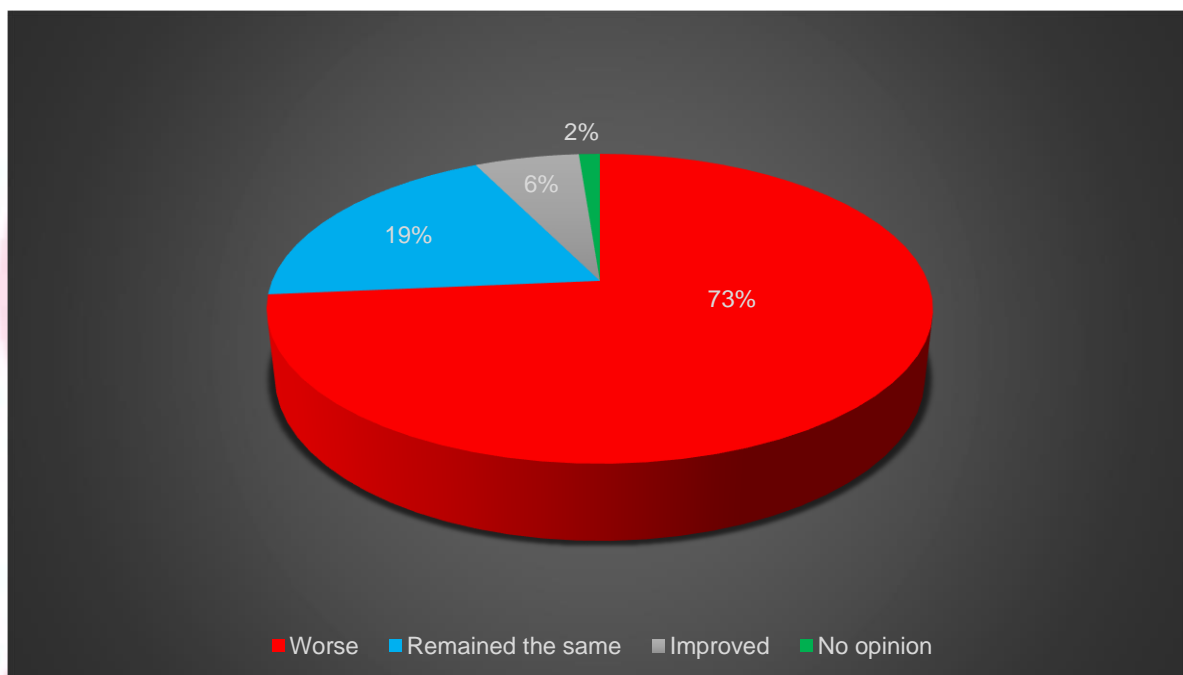


Community Consultation 2018.

A recent Community Consultation in the Ashfield District showed that the largest proportion of residents, 73%, identified that crime and anti-social behaviour in the District had become worse over the past twelve months. 19% identified that it had remained the same and only 6% identified that it had improved.

It is important to note that this consultation was completed at a time that the local media was dominated by issues connected to the controlled substance known as 'Mamba' and the associated anti-social behaviour.

“Thinking about your local area, 15-20 minutes’ walk from where you live, how have levels of crime and anti-social behaviour changed over the past year?”



When asked, **“What makes your area a safe place?”** the most common responses related to community and agencies. 20.2% mentioned a visible authority within the community and a further 17.6% talked about good neighbours.

When asked, **“What makes your area an unsafe place?”** there were two overwhelming categories: drug issues – 19.87% and a lack of Police – 18.57%.

It is important the partnership recognises community concern alongside more readily available datasets for recorded crime and disorder.

The fear or perception of crime is just as likely to have an impact on a community as a change in recorded incidents.

The consultation has gathered a significant amount of information about the communities’ opinions, awareness and concerns of community safety issues.

Headlines;

- Levels of crime and anti-social behaviour are perceived as becoming **worse** over the past year.
- Respondents identified that a **well-established community, good neighbours** and **visible authority** in the community are the key factors in making their area safe.
- Respondents stated that **drug issues** and a **lack of Police** are the key factors in making their area an unsafe place.
- Respondents perception is that **substance misuse** and **youth issues** are the main contributors to levels of crime and anti-social behaviour.
- Respondents claim to have a good understanding of **cybercrime, hate crime** and **child sexual exploitation**, but less so about **modern day slavery** and **preventing radicalisation**.
- Respondents are most concerned about **drug taking and dealing, nuisance vehicles** and **rowdy/inconsiderate behaviour**.

The details of the consultation will be used to inform the development of a new CSP plan, which will set out the strategic aims of the partnership over the next three years.



Review of Current CSP Priorities

Note: Due to financial restrictions and limited resources, there has been a period of two years since the last assessment which was prepared for 2016/2017. As such this section of the report will relate to the priorities which were set within that assessment.

The previous plan can be found at:

<https://democracy.ashfield-dc.gov.uk/documents/s4828/ACP%20-%20Enc.pdf>

Priority 1: Improving quality of life for residents of Ashfield

- Reducing vulnerabilities

Support continuation of medium risk Domestic Abuse Support

This is completed as part of daily business by the Nottinghamshire Police Safer Neighbourhood Team following a comprehensive risk assessment. It remains restricted by the lack of consent from some survivors.

Forging stronger links with Nottingham City Assurance and Learning Group for Domestic Homicides.

Partners attend the above and good practice is shared and adopted in respect of Domestic Homicide Reviews.

Mainstreaming emergency accommodation for survivors of Domestic Violence in collaboration with Women's Aid Integrated Services.

Serenity Dispersed Refuge Accommodation is fully established in the Ashfield District.

This is currently funded until 2020.

Continue to roll out ECINS (Empowering Communities Inclusion and Neighbourhood Management System) to help partners share information.

ECINS empowers multi-agency partnerships by providing a secure, encrypted, cloud-based central hub to manage, collaborate, share, task and audit evidence.

Ashfield District Council has embedded ECINS as the primary recording system for incidents of anti-social behaviour. Nottinghamshire Police and Nottinghamshire Fires and Rescue are utilising the system. It is utilised positively in the management of the Ashfield Complex Persons Panel.

Continue multi-agency partnership working through the Vulnerable Person's Panel to resolve problems / support victims.

This is now known as the Complex Person's Panel and is embedded as a referral and problem-solving tool within the partnership. Currently (December 2018) there are 5 active cases.

Continue building upon integrated working & the success of the New Cross and Broomhill support teams by expanding the learning to the wider hub teams

The New Cross and Broomhill Support Teams have now been embedded within the Community Safety Team at Ashfield District Council as the Complex Case Team. They now help vulnerable and hard to reach people across the district. Their 'triangle of need' ethos is embedded within the Community Safety team as the accepted working methodology. This was the subject of an independent evaluation by Nottingham Trent University that was shared with partner agencies.

Establishing a policy direction within ADC that requires all services to place a particular emphasis on key places and key people.

A review of services was completed in 2016/2017 which established a 'Systems Thinking' approach across the Community Safety Department. This focussed on establishing the underlying causes of repeat demands upon services and ensuring that those demands were reduced through targeted positive interventions. This ethos is now embedded within the service and is at the heart of case management.

- **Reducing enviro-crime**

Continue to work with residents to tackle issues such as dog fouling, littering.

Dog bags are available at various outlets throughout the district at a reduced cost.

A meeting of the full Council authorised an extension and variation to an existing Public Spaces Protection Order (PSPO) on 26th July 2018 for a period of three years commencing 01/10/2018 and this includes:

- Dog fouling in specified areas.
- Failing to produce device or other means or removing dog faeces on demand.
- Dogs specified maximum amount
- Dog exclusion in specified areas
- Dogs on leads in specified areas.

Community litter-picks are a regular event often led by elected representatives and litter picking is offered as an alternative to prosecution in respect of littering offences.

- To significantly reduce the crime and anti-social behaviour occurring in vulnerable families
- Reduce overall ASB

Focus on those individual and families that cause the most demand to public organisations. Targeted partnership working with the Family Service.

Caseworkers refer cases into the Family Service and work alongside them to assist those families that cause the most demand to public organisations. The Complex Case Team (ADC) work to identify 'troubled families' in the area and assign a key worker to act as a single point of contact.

Partners to ensure that suitable accommodation is made available to avoid vulnerable young people with mental health concerns being detained in custody and develop an appropriate place of safety.

Custody officers will not book a young person with mental health vulnerabilities into custody unless it is a last resort.

In the event the young person has committed a crime then the necessity for arrest is rigidly scrutinised and alternative options such as voluntary attendance interviews are explored. There should also be a safeguarding referral made if they are under 18. When detention is necessary then there is engagement between the custody officer and Emergency Duty Team at Social Care and the young person will be linked into the mental health workers who are based within the custody suites. The Police occasionally seek to remand young people overnight, but always refer them to Social Care who should seek an alternative provision via the relevant local authority.

If young people are brought to the custody suite for mental health issues only they are then either linked into the mental health triage team or diverted to a suitable place of safety such as a hospital.

Use of new Anti-social behaviour Tools and Powers.

The use of these powers is firmly embedded within the Ashfield District Council and Nottinghamshire Police. Community Protection Warnings and Notices have been effectively used to address issues of anti-social behaviour across the district. They were successfully used to restrict both the sale and usage of the controlled substance known as 'Mamba' within Sutton-in-Ashfield town centre.

Supporting development of Street Pastors in all of our town centres.

The Street Pastors are active and highly visible in Hucknall town centre. They voluntarily patrol the streets at night, helping and caring for people in practical ways. They hand out space blankets outside nightclubs, and flip-flops to clubbers unable to walk home in their high-heeled footwear; giving out water, chocolate for energy, personal alarms, carrying bus timetables; and ensuring the safety of vulnerable persons. Street pastors remove bottles and other potential weapons from the streets, in order to discourage violence and vandalism

- Reducing violent crime (including that related to the night-time economy)

Further development and Integration of the Community Alcohol Partnership (CAP.)

The Sutton-in-Ashfield/Huthwaite CAP is embedded within the community and meetings take place every six to eight weeks. In the past twelve months they have conducted the following:

- Proactive stencil campaign on pavements adjacent to licensed premises.
- CAP branded point of sale materials distributed to all licenced premises.
- Test purchase operation. Two individuals prosecuted and referred to Ashfield District Council Licensing Department for re-education into their responsibilities.
- Week of action completed during Alcohol Awareness Week.
- Continued promotion and support of the 'Challenge 25' initiative.
- Expanded membership following engagement from the Forge Café youth project.

The Selston CAP has been established and meets on a monthly basis.

Priority 2: Increased Community Involvement in decisions that affect them.

- Engagement with communities to ensure there is greater understanding of what is going on in specific areas.

Encourage greater uptake on Neighbourhood Alert.

Neighbourhood Alert provides an advanced community messaging system for Nottinghamshire Police.

Currently Neighbourhood Alert is managed effectively by Police volunteers based at Hucknall Police Station and has a weekly circulation of over two thousand recipients in the Hucknall and rurals area. The weekly 'Alert' highlights all crimes reported in the area and provides a valuable communication to residents.

Development of better connectivity and relationships between providers and the community.

It has been impossible to assess this as there is no recorded baseline for measurement.

Dragons Den style project.

The 2018 Dragons Den Project focused on promoting “Community Resilience, Community Cohesion, Diversity In order to promote Community Safety & Prevent Crime”

In the preparation, they worked with expert input from Young Minds and working alongside young artists from Emerge. The theme this year was to use Shakespeare and the concept of “festival” as a creative lens.

The competing schools were Holgate Academy, Quarrydale Academy and Kirkby College.

They were also tasked to design a creative exhibit for the Emerge Festival 2018. They all pitch their festival exhibit to a panel of Dragon’s Den Style Judges and compete for prize funding to develop their exhibit further for their school and local community.

Together We Are Better- project that identify people that live alone and would benefit from friendships from likeminded individuals – tackles loneliness.

This initiative was managed by ‘Jigsaw’ and allowed partner agencies to refer suitable candidates.

Priority 3: Improved Integrated Working at Local Level on priorities specific to each community

- Creation of more effective ‘citizen-shaped’ services.
- Redesigning the way mainstream services are delivered at a neighbourhood level

Continuing to support improvement in our Priority areas, coordinating activities from the various Partners to add value to the existing mainstream provision.

The focus on so called ‘Priority Areas’ has now shifted to a more dynamic approach to problem solving based on an intelligence and need led approach.

The five areas were:

- Broomhill
- New Cross
- Leamington
- Stanton Hill
- Coxmoor

Broomhill and New Cross had dedicated teams with offices on the relevant areas. These teams dealt with those individuals in crisis and had significant success as well as delivering considerable savings across the partnership.

These teams have now been mainstreamed as the 'Complex Case Team' and are now working with clients with complex needs across the District.

Process reengineering project to assess the ASB approach by Council and Police

A review of services was completed in 2016/2017, which established a 'Systems Thinking' approach across the Community Safety Department. This focussed on establishing the underlying causes of repeat demands upon services and ensuring that those demands were reduced through targeted positive interventions. This ethos is now embedded within the service and is at the heart of case management.

The right level of representation and involvement by partners (internal and external).

The integrated HUB is now thriving with representation and involvement from Ashfield District Council, Nottinghamshire Police, Nottinghamshire Fire and Rescue, Women's Aid Integrated Services, Probation Services, Family Services, Catch 22 and Victim Care. Problem solving is conducted on a multi-agency basis with excellent results being achieved on the Sutton Town centre 'Mamba' issue and the ongoing anti-social behaviour issues on the Coxmoor estate at Kirkby-In-Ashfield.

Work with partners to better understand, prevent and reduce demand and take steps to bolster community volunteering

Working in partnership has allowed all organisations to understand their demand and work towards preventing and reducing it. Volunteers are a key element to this as they provide additionality and free key staff to complete other duties.

Ashfield District Council and Nottinghamshire Police both have well-advertised volunteer schemes.

The Ashfield District Council scheme has 16 schools signed up to the Green Buddy Scheme, over 350 people have taken part in environmental initiatives and 103 people registered as Environmental Volunteers.

To volunteer at Ashfield District Council individuals can contact Community Action on 01623 457092 or email: volunteering@ashfield.gov.uk

To volunteer at Nottinghamshire Police individuals can contact the volunteer co-ordinator on 101 ext. 8106922 or email volunteers@nottinghamshire.pnn.police.uk.

Taking lessons from the pilot in New Cross* and developing them across the area.

As has been previously stated the 'systems thinking' approach and working practices of the pilot are now embedded as the accepted method of working within Ashfield District Council's Community Safety Department.

Ensure there is practical information sharing agreements in place to support multi-agency and locality working.

This is ongoing and constantly evolving.

Increasing connectivity with the County Council's new Family Support unit.

Partner agencies can and do refer into the unit, but again there is no baseline for the measurement of outcomes.



Recommendations:

Priorities	Cross Cutting Themes
<ul style="list-style-type: none">• Anti-social behaviour• Vulnerable people• Domestic Abuse• Violence• Integrated working	<ul style="list-style-type: none">• Alcohol and substance misuse• Mental health

How will we address these priorities?

It should be accepted that the above priorities will very often be linked and there will be an ongoing necessity for them to be addressed in a flexible manner. The completed Ashfield Community Safety Partnership Plan will therefore be a dynamic document.

All partners have committed to sharing information and identifying means to gather relevant information and making best use of technology to inform tactical plans around priority issues.

Real-time data and intelligence will be utilised to address those issues that affect our communities.

Problem solving is to be completed in partnership with specific focus groups being formed to address both emerging and long-standing issues.

Activities will be effective, deliver value for money and any new services or projects will be commissioned in areas of greatest need.

The Community Safety Partnership will target its resources to improve public confidence in services, address those issues that have the greatest impact and protect the communities that they serve.

The Mansfield and Ashfield Community Safety Partnership Delivery Group will be responsible for monitoring emerging issues and delivering the plan. They will then report outcomes to the Mansfield and Ashfield Community Safety Partnership Strategic Group to ensure that the plan is being effectively delivered.

The plan will be reviewed and updated on a yearly basis.

PRIORITY: ANTI-SOCIAL BEHAVIOUR

Aims:

- Increased identification and active targeting of offenders and hot spot locations
- Improved provision and promotion of support to victims and witnesses.
- Increased community empowerment to tackle ASB.
- Increased positive diversionary activity for those at risk from becoming involved in ASB.
- Improved management of perceptions and reassurance.
- Ensure people know how to report ASB.

What will we do?

- Provide consistent multi-agency approach to the identification and support of vulnerable and repeat victims of ASB.
- Take a partnership approach to the use of appropriate enforcement powers
- Support and develop partnership targeted seasonal education and awareness campaigns; i.e. Bonfire Night, Halloween, end of school year.
- Continue to support primary and secondary school education initiatives locally and countywide.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes for the communities of Ashfield.
- Expansion of the Community Alcohol Partnership to Kirkby-in-Ashfield and Hucknall.
- Increased public visibility from all partners in those areas experiencing high levels of ASB. This is to be dynamic and led.
- Support and engage with the Nottinghamshire Police Schools and Early Intervention Officer to tackle school absence and associated ASB.
- Continue to engage proactively with those misusing both drugs and alcohol within the communities of Ashfield.
- Conduct inter-agency research to better understand the results of our public consultation. (72%)

What does success look like?

- In the twelve months to the end of September 2018, there were 3,582 incidents of ASB reported to the police in Ashfield District, which was a six per cent increase on the previous year.

Indicators of success:-

- A downward trend in incidents.
- Communities and people are safer and feel safer. (Measured via the
- Improved public perception of ASB and connected issues as measured in the annual CSP Public Consultation.
- Reduce the number of repeat victims year on year in respect of ASB.

PRIORITY: PROTECTING VULNERABLE PEOPLE

Aims.

- Increased identification and support for vulnerable residents and victims.
- Improved early help support mechanisms.
- Improved multi-agency awareness and prevention programs.
- Increased proactive response to emerging and high-risk vulnerability concerns as they occur.
- Improved early intervention and community based assistance to tackle root causes of children and family vulnerabilities.
- Enhanced awareness of violent extremism and hate crime.

What will we do?

- Use a partnership approach to ensure vulnerable children, families and adults are identified through the ongoing development of the Ashfield Complex Persons Panel.
- Actively promote knowledge of and the referral process for, the Ashfield Complex Persons Panel.
- Support and develop a partnership approach to countywide and national strategies around vulnerable people (to include PREVENT, Modern Day Slavery, CSE and Hate Crime) and organised crime groups (County Lines).
- Raise awareness of vulnerability concerns through targeted campaigns and events.
- Support and assist voluntary and other community groups to identify commissioning and funding opportunities.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes.
- Support and promote engagement through appropriate mediums to ensure residents are aware what is happening in their area.
- Support and promote the National Property Register, 'Immobilise', to safeguard resident's valuable items.
- Promote, both internally and externally, the use of the National Referral Mechanism for reporting suspected cases of modern day slavery.
- Work with Public Health and Education agencies to find ways in which key (age-appropriate) sexual educational messages for children can be communicated and reinforced; particularly around issues of consent, personal boundaries and appropriate behaviour.
- Reinforce messages for children and young people in respect of the safe use of the internet. This will also include providing guidance for parents; both in terms of technical solutions (e.g. parental controls) and support to assist them in identifying possible issues.

What does success look like?

- Communities and people are safer and feel safer.
- Increased perception and understanding of Cybercrime, Preventing Radicalisation, Child Sexual Exploitation, Modern Day Slavery and Hate Crime as measured in the annual CSP Public Consultation.
- Increased confidence in agencies to encourage reporting of hate crime.
- Hate crime recording to correlate with ONS data.

PRIORITY: DOMESTIC ABUSE

Aims.

- Improved challenge of underlying attitudes and behaviours.
- Develop early identification and intervention support.
- Increased support and risk reduction for high-risk victims of domestic abuse.
- Improved partnership working to ensure appropriate actions around perpetrators.
- Improved work with other partners to obtain the best outcomes for those affected by domestic abuse and their families.

What will we do?

- Support and develop partnership targeted education and awareness campaigns; i.e. White Ribbon.
- Support voluntary and other groups through identified commissioning and funding opportunities.
- Take a proportionate partnership approach to the use of appropriate enforcement powers.
- Support and develop the MARAC process to reduce risk for victims and families.
- Continue to support primary and secondary school education initiatives locally and countywide around healthy relationships.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes for the communities of Ashfield.
- Support the countywide commissioning for Domestic Abuse Services. i.e The Serenity Project.
- Sustain early intervention processes.
- Work towards accreditation with the Domestic Abuse Housing Alliance (DAHA). DAHA is a partnership between three agencies who are leaders in innovation to address domestic abuse within housing; [Standing Together Against Domestic Violence \(STADV\)](#), [Peabody](#) and [Gentoo](#).
- Domestic Homicide Reviews will be conducted in line with Home Office Guidance. All agencies involved will identify what lessons there are to learn about the way local professionals and organisations work individually and together to safeguard victims.

What does success look like?

- Reduce the number of repeat victims year on year in respect of domestic abuse.
- Increased confidence in agencies to encourage reporting of domestic abuse.

PRIORITY: VIOLENCE

Aims.

- Increased proactive response to violence associated with night-time economy disorder
- Increase identification and support for young people involved with (or at risk of being involved with) violent crime.
- Increased identification and active targeting of offenders who are exploiting vulnerable groups
- Enhance awareness of violent extremism and hate crime
- Improved support for victims of violent crime
- Improved targeting of prolific and repeat violent crime offenders

What will we do?

- Promote and engage communities to report crime issues of concern via all appropriate channels (to include online reporting via the Nottinghamshire Police website and CRIMESTOPPERS)
- Support and develop partnership targeted education, awareness and crime reduction campaigns.
- Provide consistent multi-agency approach to the identification of repeat and high risk offenders for crime and ASB.
- Engage fully in countywide strategies, policies and working groups enabling better outcomes for the communities of Ashfield.
- Support voluntary and other groups through identified commissioning and funding opportunities for the reduction of re-offending.
- Reduced placement of vulnerable people into sensitive locations through development of the Ashfield Complex Persons Panel and liaison with Ashfield District Council Housing Services.
- Support and implement Nottinghamshire's Knife Crime Strategy 2018. (OPCC)

What does success look like?

- In the twelve months to the end of September 2018, there were 3439 violent crimes reported to the police in Ashfield. This was a **rise of 21.78%**.

Success:-

- A downward trend in incidents (excluding harassment and stalking).
- Communities and people are safer and feel safer.

PRIORITY: INTEGRATED WORKING

Aims.

- To further develop and improve partnership working across the Ashfield District.

What will we do?

- Have mutual respect within partner organisations.
- Actively listen to each other to improve outcomes for residents.
- Work from shared values.
- Better understand the priorities and limitations of partner organisations.
- Honesty with each other.
- Be customer and solution focused.
- Acknowledge each other's' views.
- Be inclusive.
- Have open communication and information sharing.
- Take an evidence based approach to the setting of shared priorities.
- Problem solving to be completed using approved methodology (OSARA).

What does success look like?

- An expanded and more inclusive partnership HUB.
- Increase public satisfaction in agencies across the Ashfield District. (Measured via the public consultation.)



Community Safety Partnership Public Consultation 2018

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Introduction

The Community Safety Partnership (CSP) carries out an annual Strategic Assessment. This makes use of a range of partnership data including police crime figures, anti-social behaviour data, demographic information, environmental services data and information from an annual public consultation. Based on the Strategic Assessment, a Community Safety Partnership Plan is either written every three years or refreshed annually. Data from this consultation has been included in the 2018 Strategic Assessment and will be used to develop a new Community Safety Plan for 2019-2022.

Public consultations form an important part of the Partnership's evaluation process, gathering data around the community's perception of crime and disorder and awareness of emerging issues in both their local area and the District as whole.

The 2018 consultation was designed specifically to:

- Understand public perception of progress in terms of tackling crime and ASB.
- Understand what contributes to making people feel safe and unsafe.
- Gain an understanding of people's concerns about some of the underlying issues that impact on Crime and ASB.
- Gain an understanding of people's awareness of new and emerging issues within the district.
- Understand those issues that cause the greatest level of public concern.

It is appreciated that the data collected may have a wider use than informing the CSP's annual Strategic Assessment and is therefore shared with a number of partnerships, networks and organisations across the district to help set priorities, develop plans and support funding bids. This will remain compliant with DPA/GDPR.

Method

The consultation took place over the period from 20.07.2018 to 30.09.2018.

Whilst the co-ordination of the consultation took place within the District's Community Safety Team, the delivery of the survey took place over a number of partnership communication channels and public events.

An online version of the survey was made available via the District's website and promoted through social media channels. Key partners provided similar opportunities, through the face to face completion and social media accounts.

The Consultation was delivered at a number of locations and public events over the period. The times and places of these events were coordinated to encourage engagement with all sections of the community. All Ward Councillors were made aware of the consultation and details of the survey were promoted through a number of political party sites.



Results and geographical distribution of respondents.

The total number of surveys was **756**.

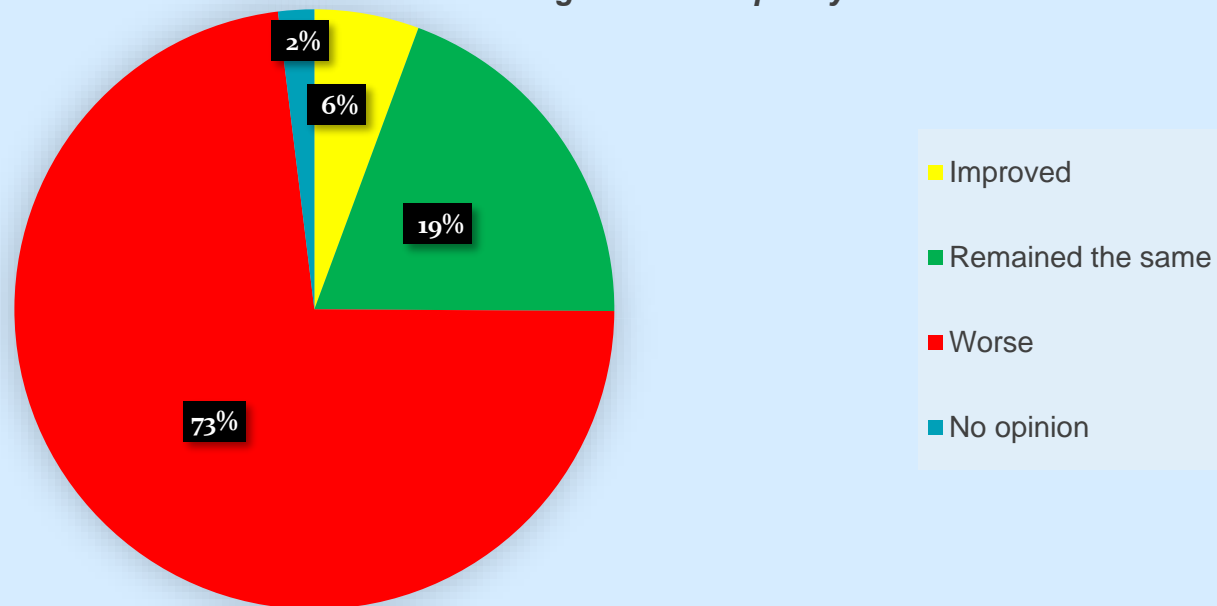
Area	% Total of Surveys
Sutton-in-Ashfield/Huthwaite/Skegby/Stanton Hill	43.13%
Kirkby-in-Ashfield/Annesley	27.68%
Hucknall	23.39%
Rural Villages – Selston/Jacksdale/Underwood	5.79%

Evaluation

Question 2 - “Thinking about your local area, 15-20 minutes’ walk from where you live, how have levels of crime and anti-social behaviour changed over the past year?”

95% of respondents answered this question.

“Thinking about your local area, 15-20 minutes’ walk from where you live, how have levels of crime and anti-social behaviour changed over the past year?”



Clearly, the data shows that the perception is that crime and anti-social behavior have become worse over the past year. The very fact that the next largest proportion of people believe that there has been no change indicates that there is a concern in respect of the public perception of the area.

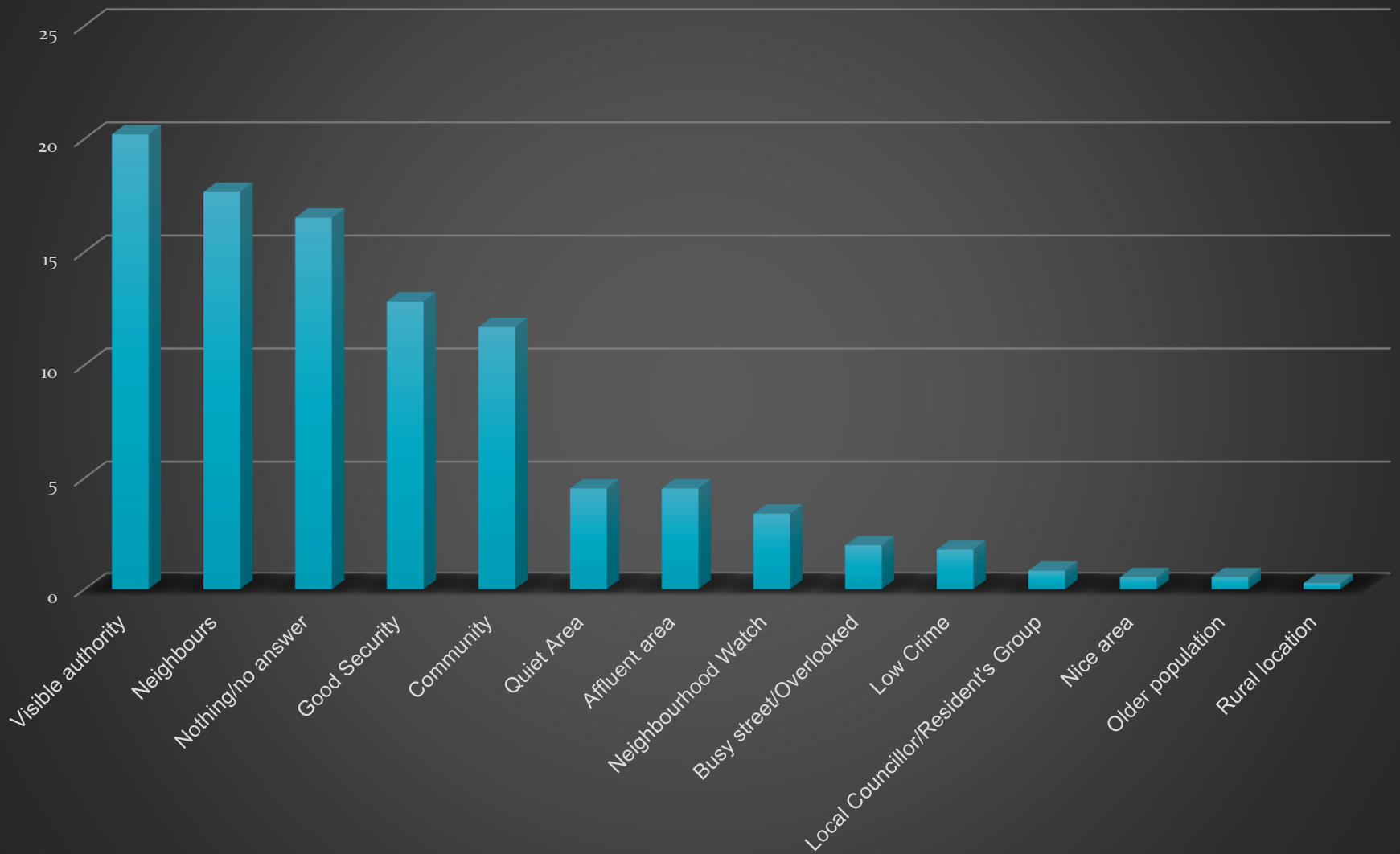
- *“More youths riding mopeds no helmets two on each really noisy. Young people hanging around in groups making you feel intimidated.”*
- *“Gone up at an incredible rate. We suffer ASB every single day and witness it wherever we go within Sutton, especially the centre and surrounding streets.”*
- *“Gone up massively. Most of my neighbours have had their garages or sheds broken into. Always seeing reports of theft and violence around Kirkby.”*
- *“Crime has got bad around this area never see police or community support offices which we pay council tax for.”*
- *“It's very rural where we are and we don't have a problem with either.”*

Question 3 - What makes your area a safe place?

90.7% of respondents answered this question.

The content of the open question has been broken down into 14 themes. Each answer has been reviewed manually and scored against all 14 themes.

What makes your area a safe place?



There is a consistent message within this information that indicates that the people within the local community are what make other people feel safe, their immediate neighbours, those that live in the local area and the presence of those organisations who have a role addressing community safety issues.

These 14 themes can be grouped under broader headings that help us to understand the key components of community safety:

GROUP	%Total
Community	39.18%
Agencies	25.00%
Additional measures	18.91%
Environment	14.18%
Low levels of crime / ASB	2.02%

There is a strong message that people themselves make each other feel safe; they are part of a well-established community, with good relationships between neighbours. The greatest proportion of responses falls into this category (39.18%). They feel less likely to experience crime and disorder issues in the first place, but should something bad happen, someone would help or support them.

- *“Good friendly and caring community.”*
- *“Good neighbours, nice area, nice local school.”*
- *“Neighbours watching out for each other. Prevention - eg home lighting, cctv, alarm.”*

Confidence in local agencies is important, with over 25.0% giving examples in this category. The greatest proportion recognise a police presence as important. Other local organisations are also recorded, with the district council and Neighbourhood Watch being referenced and support of local Councillors, and residents groups.

- *“The sight of police officers on the street. Also to see these people being issued with a fine acts as a deterrent to future misdemeanors.”*
- *“Police officers, PCSOs and CPOs visible in the local area.”*
- *“The police and the council.”*



Additional measures in an area can have a positive impact on people's perception of safety; these include good street lighting, good home security, the presence of CCTV in the area and high levels of street cleansing. 18.91% list these as significant to their local area.

- *"Being secure in our own house. We have installed an alarm, security lights and extra locks."*
- *"The CCTV must seem to have a positive effect."*
- *"The security measures we have installed."*

The location and design of where people live clearly has a positive effect with 14.18% of respondents identifying this as making them feel safe.

- *"Luckily I live on a close so know most of my neighbours and we look out for each other."*
- *"I live in a private cul-de-sac and as such have no real issues as anyone visiting has nowhere to go if not on genuine visits."*
- *"I live on a terrace street to many eyes for people to commit crimes."*

Only small proportion (2.02%) mention the low levels of crime and disorder in their answer. This clearly presents a challenge for partner agencies to alter this perception.



Question 4 - What makes your area an unsafe place?

92.86% of respondents answered this question.

The content of this open question have been broken down into 18 themes.



It is clear that drug issues and a lack of Police are the two predominant issues. There is also a concern over groups of youths gathering across the district.

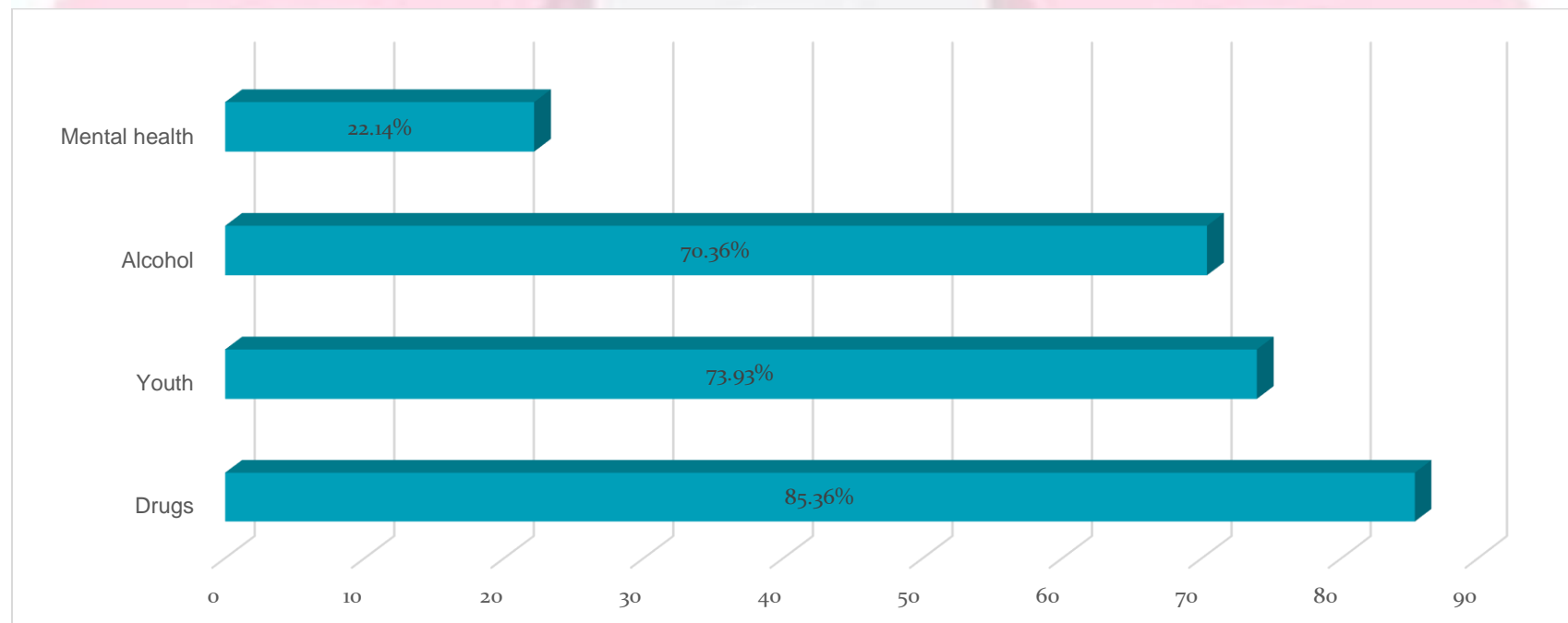
The top ten issues are:

	TOP TEN ISSUES 2018
1	Drug issues
2	Lack of Police
3	Groups of youths
4	Fear of Crime
5	Anti-social behavior
6	Nuisance vehicles
7	Speeding
8	Poor lighting
9	Road safety
10	Homeless.

It is clear that behaviour has a strong impact on how safe a person feels; they are more affected by **drug issues** (19.87%) and visible **groups of youths** (10.58%) than the **fear of crime** (7.7%). That may be due to the visibility of such issues. This is supported by the fact that a **lack of Police** is the second highest area for concern (18.57%). There are concerns around traffic related issues, with concerns about **nuisance vehicles** (5.83%), **speeding** (3.67%) and **road safety** (2.37%).

Question 5 - In your local area do you feel that levels of crime and anti-social behaviour are linked to any of the following? (Please tick all that apply)

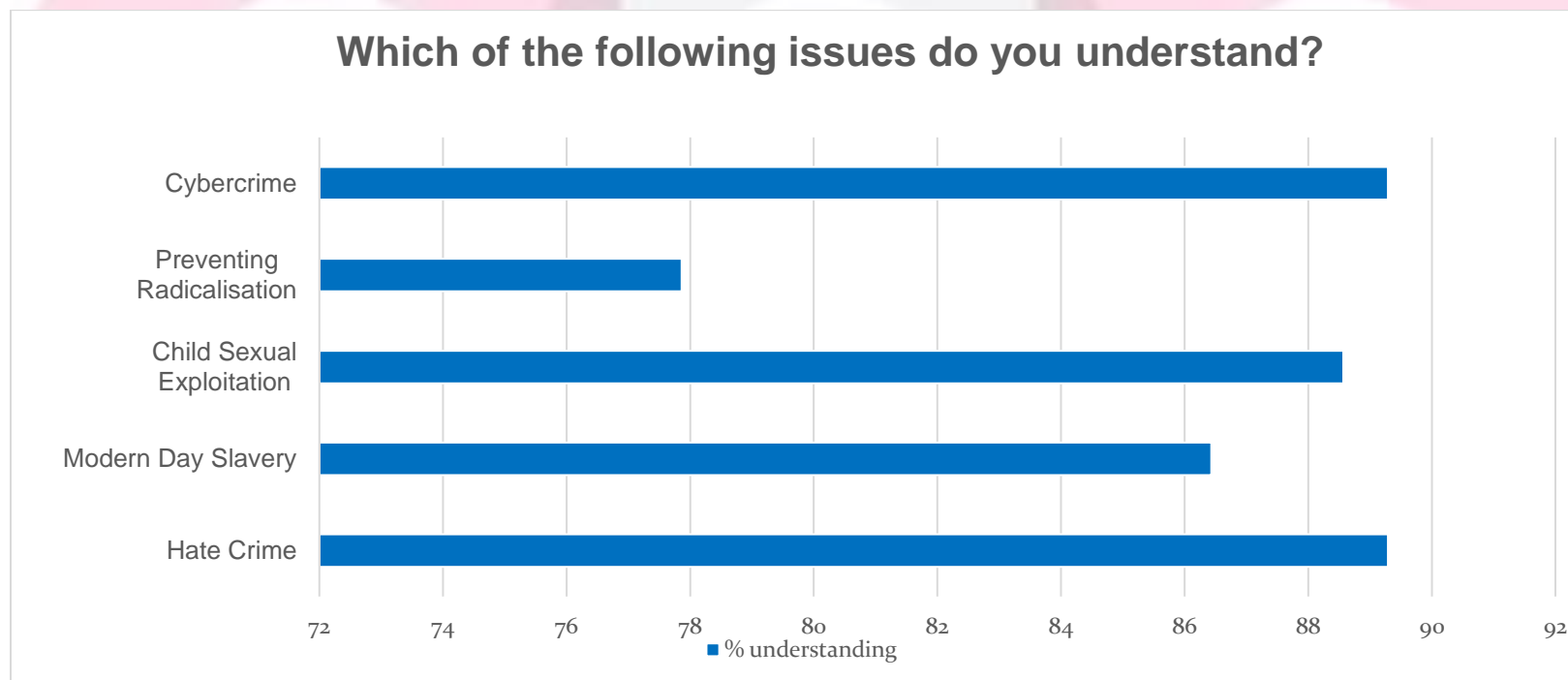
This question is intended to develop an understanding of some of the underlying issues within a community.



Substance misuse and youth issues are of high concern within the community with 85.36% suggesting that drugs are significant, 70.36% that alcohol is a factor and 73.9% that youth issues are important in their community. These concerns are consistent with the comments recorded in question 2 and are further supported by responses to Questions 6 and 8.

Question 6 - Which of the following issues do you understand? (Please tick all that apply)

This is designed to provide an understanding around the awareness of emerging issues within the Ashfield District.



An initial evaluation of the results is positive with high proportions of the community suggesting that their levels of understanding of the issues listed are high.

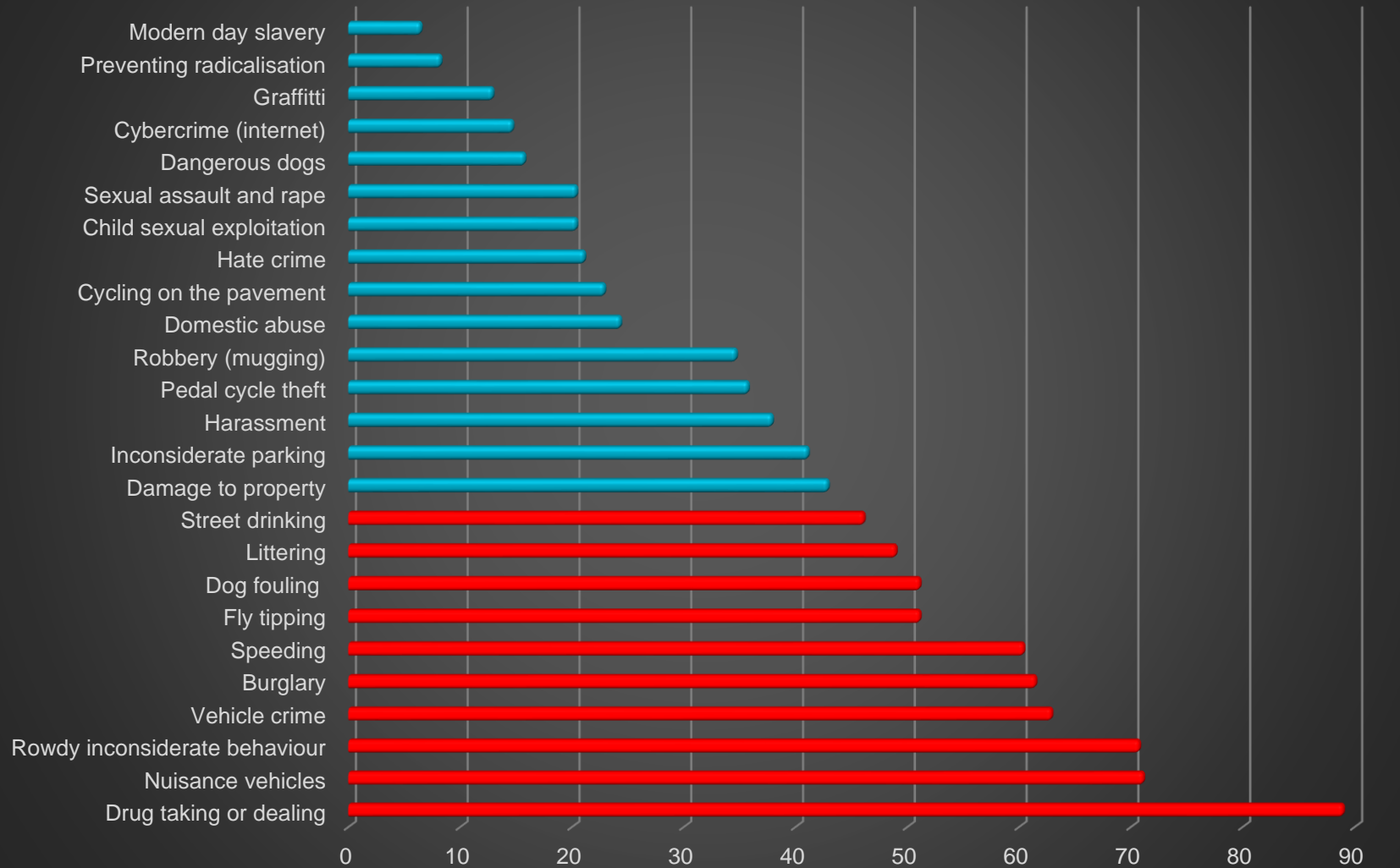
Awareness levels were highest around the issues of Hate Crime (89.29%), Child Sexual Exploitation (88.57%) and Cybercrime (89.29%).

Lower levels of awareness exist for Modern Day Slavery (86.43%) and Preventing Radicalisation (77.86%); these areas should be taken forward into the new Community Safety Partnership plan. Feedback from partners that delivered the face-to-face surveys suggests that those completing the survey were aware of the general terms, but did not necessarily understand the issues within a local context. This feedback means that the partnership should treat these results with some caution.

Question 7 - Now using your knowledge of the whole of the Ashfield District, please tell us the top 10 issues that concern you the most from the list below? (Please tick up to 10 boxes)

The aim of this question was to understand the communities concerns around a wide range of community safety issues. Respondents were invited to select up to 10 from a list of 26 options. The list of concerns is based upon those that were most frequently selected, with the top ten issues highlighted in red

Issues that concern you the most?



It is important to recognise that these responses are around levels of concern and therefore offer different information to the issues raised in questions 4 and 8. It should not be assumed that a person has a concern about an issue because it currently affects them.

However, it should be noted that 'drug taking or dealing' is clearly the predominant concern and this is a consistent theme between all of the previous questions.

	TOP TEN ISSUES OF CONCERN 2018	
1	Drug taking or dealing	88.93%
2	Nuisance vehicles	71.07%
3	Rowdy/inconsiderate behaviour	70.71%
4	Vehicle crime	62.86%
5	Burglary	61.43%
6	Speeding	60.36%
7/8	Fly tipping	51.07%
7/8	Dog fouling	51.07%
9	Littering	48.93%
10	Street drinking	46.07%

Question 8 - If there anything else you would like to tell us about crime and anti-social behaviour in the district of Ashfield?

The responses to this open question has been broken down into 20 themes with 64.63% of respondents providing a response.

The top five themes from those responses are as follows:

- 1. Lack of Police/other authority – 28.25%**
- 2. Fear of crime/levels of crime – 18.38%**
- 3. Drug taking or dealing – 11.21%**
- 4. Greater levels of enforcement required – 7.17%**
- 5. Street cleansing/litter/fly tipping – 4.93%**

There is a clear message in respect of a perceived lack of authority and the fear/levels of crime being a substantially higher percentage than other themes. Yet again drugs feature in the top 3 responses.

Respondent's comments:

- *"There should be tougher penalties; nothing came from us reporting our neighbour's behaviour so we've had to learn to live with it. The police had no power whatsoever, although they tried their best."*
- *"I have not seen a police officer, police support officer and community support officer walking these streets in over 1 year. I have tried to report what I believe is drug dealing but nothing was acted upon."*
- *"Just that I think the Police do a great job with the resources that they have. Well done."*

- *“We need more police officers, bring back local beat officers. Encourage and support new housing developments to set up neighbourhood watch. Police drop in sessions?”*
- *“I can only speak for a small part of Ashfield and there are worse areas I do know, but as I'm an older person in Hucknall I don't go out after dark and my door is locked up as I'm afraid. I here motor bikes or cars speeding down the road. Youths shouting even late at night or early morning. I don't leave anything on the front garden because they take them and smash up or leave on someone's garden elsewhere. I could go on but it won't get me anywhere. All the cuts of funding are just getting worse and with that all the things the funding is for are getting worse, whether it's looking after the drug abusers or mental health etc. I worry now how I will pay all my bills and they keep going up, the council tax the worst, the government cuts funds then it's passed to us but we can't say we are not paying we have to find it, so go without food, heating etc.*
- *“It doesn't appear to be being addressed appropriately. Crime is getting worse and it is usually drug related.”*
- *“I feel that the local drug users who hang around our schools, shopping centres and streets are a danger to members of the public & our children. This shouldn't be allowed as it is intimidating to everyone.”*
- *“Crime and antisocial behaviour as reported on social media has increased. I do not go into Sutton in Ashfield at night .”*

Conclusion

The consultation has gathered a significant amount of information about the communities' opinions, awareness and concerns of community safety issues.

Headlines;

- Levels of crime and anti-social behaviour are perceived as becoming **worse** over the past year.
- Respondents identified that a **well-established community, good neighbours** and **visible authority** in the community are the key factors in making their area safe.
- Respondents stated that **drug issues** and a **lack of Police** are the key factors in making their area an unsafe place.
- Respondents perception is that **substance misuse** and **youth issues** are the main contributors to levels of crime and anti-social behaviour.
- Respondents claim to have a good understanding of **cybercrime, hate crime** and **child sexual exploitation**, but less so about **modern day slavery** and **preventing radicalisation**.
- Respondents are most concerned about **drug taking and dealing, nuisance vehicles** and **rowdy/inconsiderate behaviour**.

Did the consultation achieve its aims?

1. Understand public perception of progress in terms of tackling crime and ASB

Findings from the consultation clearly show that an overwhelming proportion of respondents (73%) believe that levels of crime and anti-social behavior have increased or remained the same (19%) over the past twelve months.

Only 6% of respondents felt that there had been improvement.

Clearly, these results present a significant challenge for the Community Safety Partnership to address public perception.

2. Understand what contributes to making people feel safe and unsafe

There was a consistent message that positive relationships with neighbours and being part of an established community has the greatest impact on people's feeling of safety. The physical environment is also important, as is a visible presence of authority.

Note: A local level evaluation of these categories may give examples of good practice that can be developed in areas with higher levels of community safety concerns.

Whilst a wide range of issues contribute to people feeling unsafe they are dominated by two themes; a lack of Police/visible authority and drug issues. These themes are consistent throughout the survey and are a clear indication of the concerns of the respondents.

3. Gain an understanding of people's concerns about some of the underlying issues that impact on Crime and ASB

It is clear that communities recognise Alcohol, Drugs and Youth issues as significant contributors to the problems in their local communities. Levels of concerns around mental health were also recorded, but at a much lower level. Whilst the levels of crime and ASB associated with mental health may be lower, the complex needs of individuals often mean that the partnership resources required are greater. It should also be considered that issues around mental health might be less visible to the community and therefore harder to identify.

4. Gain an understanding of people's awareness of new and emerging issues in the district.

Respondents claim to have a high level of awareness of these issues; particularly for cybercrime and hate crime. Where levels of awareness were lower, for modern day slavery and preventing radicalisation, more work to raise awareness and educate the community on how to access appropriate services may need to be done.

5. Understand those issues that cause the greatest level of public concern

It is clear that there is a correlation between those issues that affect people's feeling of safety and those that cause them the greatest concern. Overall there are consistent issues raised around drugs and a lack of visible authority in the district. This evidence of community concern will be a valuable addition to the development of the new 2019 - 2022 CSP plan.

How will the data be used?

The information gathered within the consultation will be shared with local partners to be used to inform both strategic and local level work.

Where information relates to areas outside of the CSP, they will be passed on to the appropriate organisation. For example, road safety concerns will be shared with the casualty reduction partnership.

The results of this consultation may also identify the need to go back to the community and ask more focused questions around an issue as part of future engagement work. This will be delivered through the action plans developed to support the new CSP Plan.

Questionnaire:



COMMUNITY SAFETY PARTNERSHIP CONSULTATION 2018

Question 1. – To help us locate the area where you live, please provide your postcode

Question 2. - Within your local area, a 15-20 minute walk from where you live, how do you consider levels of crime and anti-social behaviour changed over the past year?

Question 3. - What makes your area a safe place?

Question 4. - What makes your area an unsafe place?

Question 5. - In your local area do you feel that levels of crime and anti-social behaviour are linked to any of the following? (Please tick all that apply)

☐ Alcohol

☐ Mental Health

☐ Youth

☐ Drugs

Question 6. - Which of the following issues do you understand? (Please tick all that apply)

- ☐ Hate Crime
- ☐ Modern Day Slavery
- ☐ Child Sexual exploitation
- ☐ Preventing Radicalisation
- ☐ Cybercrime

Question 7. - Using your knowledge of the Ashfield District, please tell us the top 10 issues that concern you the most from the list below? (Please tick up to 10 boxes)

- ☐ Drug taking or dealing
- ☐ Modern day slavery
- ☐ Graffiti
- ☐ Pedal cycle theft
- ☐ Dangerous dogs
- ☐ Harassment
- ☐ Preventing radicalisation
- ☐ Cybercrime (internet)
- ☐ Nuisance vehicles
- ☐ Child sexual exploitation
- ☐ Hate crime
- ☐ Cycling on the pavement

- ☐ Domestic abuse
- ☐ Sexual assault and rape
- ☐ Dog fouling
- ☐ Vehicle crime
- ☐ Fly tipping
- ☐ Inconsiderate parking
- ☐ Damage to property
- ☐ Street drinking
- ☐ Robbery (mugging)
- ☐ Littering
- ☐ Speeding
- ☐ Rowdy/Inconsiderate behaviour
- ☐ Burglary

Question 8. - Is there anything else you would like to tell us about crime and anti-social behaviour in the Ashfield District.?

Report To:	CABINET	Date:	24 JUNE 2019
Heading:	DRAFT OUTTURN 2018/19 ACCOUNTS		
Portfolio Holder:	PORTFOLIO HOLDER FOR FINANCE – COUNCILLOR DAVID MARTIN		
Ward/s:	ALL		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

This report sets out details of income and expenditure incurred in 2018/19 in respect of the General Fund, the Housing Revenue Account (HRA) and the Capital Programme, how this compares to budget and provides an explanation of significant variances. This is the unaudited position and is therefore potentially subject to change. The audited Statement of Accounts will be presented to the Audit Committee on 22nd July 2019.

In summary the 2018/19 unaudited Outturn position compared to the approved Revised Budget was:

- General Fund – a £1.148m underspend
- HRA – a £2.104m underspend
- Capital Programme – a £4.715m underspend

Section 4 of the report also sets out the proposed carry-forward of 2018/19 unspent previously approved earmarked funding where this is in respect of projects where delays have been experienced during 2018/19 and for which there is no capacity to fund the cost balance of these projects from within 2019/20 budgets.

The report also includes details of further 2019/20 budget adjustments to reflect Officer Decisions taken in April 2019 in respect of Investment Technology reserve earmarked funding.

The report includes a recommendation to Council to utilise £55k of the 2018/19 General Fund underspend to fund the additional costs of the Council's revised post-election political structure and for the recurrent cost beyond 2019/20 to be included in the next update to the Medium Term Financial Strategy.

Recommendation(s)

Cabinet is requested to note:

- (i) The 2018/19 Revenue Outturn for the General Fund, the HRA Outturn and the Capital Programme Outturn.
- (ii) That 2019/20 revenue budgets will be adjusted to reflect carry-forward of 2018/19 approved but unutilised project funding from earmarked reserves and for Officer Decisions taken during April 2019 as set out in section 4 of this report.

Cabinet is asked to recommend to Council:

- (iii) Approval to carry-forward the £4.715m underspend on the Capital Programme to 2019/20 due to slippage (delays to schemes) included in the Programme.
- (iv) Approval to utilise £55k of the 2018/19 underspend to meet the additional costs of the Council's new political structure.

Reasons for Recommendation(s)

To report to those charged with governance, the Council's financial Outturn for 2018/19 and to comply with the Council's Financial Regulations.

Alternative Options Considered

(with reasons why not adopted)

The financial Outturn position is as reported within the 2018/19 draft Statement of Accounts therefore there are no other options. The proposed carry-forward of unutilised 2018/19 earmarked reserves will facilitate the delivery of specific projects from the reserves designated for this purpose. Not to approve the funding carry-forwards would prevent some projects from progressing or would require them to be funded from the General Fund balance which is not recommended.

Detailed Information

1. General Fund Revenue Outturn

The General Fund supports the day to day running of the Council's services, excluding Housing.

The table below shows the General Fund Revenue Outturn by subjective analysis and by Directorate.

	Revised Budget £'000	Actual Outturn £'000	Variance £'000	Note
<u>Subjective Analysis:</u>				
Employee Expenses	16,885	16,594	(291)	1
Premises Expenses	1,414	1,372	(42)	2
Transport Related Expenses	2,335	2,123	(212)	3
Supplies & Services	5,327	5,971	644	4
Transfer Payments	30,725	30,705	(20)	5
Income	(39,381)	(40,785)	(1,404)	6
Recharges (Net)	(4,825)	(4,543)	282	7
Total	12,480	11,437	(1,043)	
<u>By Directorate:</u>				
Chief Executive Officer	713	743	30	A
Resources & Business Transformation	(356)	(792)	(436)	B
Legal & Governance	998	761	(237)	C
Place & Communities	9,452	9,294	(158)	D
Housing & Assets	1,673	1,431	(242)	E
Sub Total	12,480	11,437	(1,043)	
<u>Financing and Investment Inc. & Expenditure</u>				
Net Interest	(181)	3	184	
Minimum Revenue Payment	1,809	284	(1,525)	
Capital Expenditure Financed from Revenue	113	54	(59)	
Sub Total	1,741	341	(1,400)	8
TOTAL EXPENDITURE	14,221	11,778	(2,443)	
<u>Funding</u>				
Government Grants	(2,783)	(2,783)	0	
Business Rates	(5,167)	(6,452)	(1,285)	9
Council Tax	(6,180)	(6,180)	0	
TOTAL FUNDING	(14,130)	(15,415)	(1,285)	
Net General Fund Deficit/(surplus) for the year before transfers to/from Earmarked Reserves	91	(3,637)	(3,728)	
Net contribution to/(from) Earmarked Reserves	(482)	2,098	2,580	10
Net General Fund Deficit/(surplus) for the year after transfers to/from Earmarked Reserves	(391)	(1,539)	(1,148)	

Explanation of variances to budget by subjective analysis:

(1) Employee Expenses (£291k underspend)

The staffing budget was £716k underspent due to vacancies throughout the Authority during the year; partially offset by agency staff costs of £470k. The budget for severance costs was underspent by £158k. The training budget was overspent by £90k but this is predominantly funded through additional income (see below). Recruitment costs of £29k and out of hours payments of

£15k were incurred. Members' Allowances budgets were underspent by £9k. Other employee costs were £12k underspent.

(2) Premises Expenses (£42k underspend)

The premises repairs budget was underspent by £42k.

(3) Transport Related Expenses (£212k underspend)

Fuel costs were £51k less than budget, car mileage and associated lump sum costs were £43k less than budget, contract and plant hire was £201k less than budget and transport insurance was £28k less than budget. These underspends were partially offset by additional spend on parts to maintain vehicles (£111k over budget).

(4) Supplies & Services (£644k overspend)

The main overspends were due to: additional payments to contractors (£329k) including insurance contract payments (£119k) and specialist contractors – largely funded from reserves, £237k payment of Domestic Violence grant to other local authorities (for which grant income was received – see (6) below), additional security staff at the Council's offices (£34k), postages (£48k), professional, consultancy and legal expenses (£82k) and equipment purchase costs (£55k). These overspends were partially mitigated by a £139k underspend on the cost of shared services.

(5) Transfer Payments (£20k underspend)

This is a slight underspend compared to budget for Housing Benefit and Discretionary Housing Payments. It represents a 0.06% variance on a budget of £30.7m.

(6) Income (£1.404m over-recovery)

The net income over-recovery compared to budget is mainly due to the following:

- Government grants received are in excess of the level budgeted (£1.052m) – Domestic Violence Grant (see (4) above, additional New Burdens funding, Housing benefit related grants, additional Homelessness funding, DEFRA Air Quality grant.
- Additional Planning services income (£272k)
- Apprenticeship Levy income (£80k)
- Additional licences and permits income (£49k)
- Additional Pest Control income (£39k)

The above additional income is partially offset by a £77k under-recovery of rent income (predominantly market rent income - £69k) compared to budget.

(7) Recharges (£282k under-recovery)

The net recharges budget under-recovery is due to being unable to recover budgeted levels of recharges due to the reduced cost of services to the Capital Programme and external customers.

(8) Financing and Investment Income and Expenditure

The main reason for the net underspend of £1.4m is due to a reduced in-year Minimum Revenue Payment (MRP) contribution requirement due to an over-provision in previous years (£1.221m) and reduced borrowing requirements due to delays in implementing some capital programme schemes.

(9) Business Rates

We received £1.285m business rates higher than budget in 2018/19. This is due to:

- £879k unbudgeted funding returned from the Nottinghamshire Pool in respect of both 2017/18 and 2018/19 contributions.
- £218k additional business rates
- £128k additional small business rates relief grant income (Section 31 grants)
- £59k non-recurrent Returned funding from the Government's Levy account.

(10) Transfers to/from Earmarked Reserves

Note 25 of the 2018/19 Statement of Accounts provides a detailed analysis of the movements in earmarked reserves. Key transfers to note are:

- £842k contribution from the additional business rates received (9 above) to the NNDR Equalisation reserve, £400k of this contribution is to recognise the financial impact of timing differences, which, all things being equal will result in a pressure of this value arising in 2020/21 and the balance relating to funding committed for the 2019/20 budget.
- £400k contribution from the MRP over-provision (8 above) to fund the costs of the Local Plan in 2019/20.
- £400k contribution to the Commercial Property Investment reserve to recognise the increase in investment, and therefore risk, in Investment Properties.
- £200k contribution to the Corporate Change reserve to help fund future costs associated with the Digital Services Transformation Programme and service review outcomes.

Summary explanation of variances to budget by Directorate:

A. Chief Executive

The £30k overspend on the Chief Executive's Directorate is due to recharges, largely in respect of revenue repairs to Urban Road offices.

B. Resources & Business Transformation

The key variances to budget for the Resources and Business Transformation Directorate which comprised the £436k underspend were:

- Severance budget savings (£210k)
- Performance Team staff vacancies (£45k)
- Commercial Team staff vacancies (£29k)
- Additional Crematorium income (£42k)
- Revenues & Benefits Service net additional Section 31 New Burdens Funding (£112k)

C. Legal & Governance

The main reason for the £237k underspend compared with budget is due to the settlement of the legal case with Alliance Health Care (£252k overall saving from the release of a provision and the award of costs); partially offset by minor overspends across the wider Directorate.

D. Place & Communities

The key reasons for the net £158k Directorate underspend are:

- Planning income greater than budget (£272k).
- Directorate wide staff savings through vacancies (£34k).
- Additional Pest Control income (£39k).
- Complex Case Team (£40k) one-off grant income from Nottinghamshire Fire & Rescue Authority.
- Place & Wellbeing S106 funding not utilised in 2018/19 for Sutton Realm (£34k). It should be noted that this budget is to be carried forward for use in 2019/20. (See section 4 below).
- Licensing services (£37k) largely due to additional income generation.
- Environmental Services and maintenance (£39k) including the cost of delivering the two Ashfield Big Spring Cleans.

These underspends were partially mitigated by the following overspends:

- Markets (£90k) largely due to income under-recovery.
- Additional cost of cemeteries provision (£59k).
- Garage workshop (£114k) largely due to additional expenditure on vehicle parts due to delayed purchase of replacement vehicles pending the outcome of the Transport Review.
- Leisure Centre provision – reduced income (£27k).
- Allotments service (£7k).
- Waste net pressure (£2k) – comprising; overspends on Domestic waste (£14k), bulky waste collection (£10k) and garden waste (£74k) largely mitigated by underspends on; trade waste (-£22k) and glass and recycling credits (-£74k).
- Outdoor recreation and provision of cafes (£22k).
- Other Directorate wide net overspends (£16k).

E. Housing & Assets

The main reasons contributing to the £242k underspend compared to budget are:

- Directorate wide staff vacancies (£51k)
- Homelessness service additional grant income (£103k) transferred to reserves to fund future service delivery
- Asset Maintenance savings (£82k)
- Other net savings to budget across the wider Directorate (£6k)

General Fund Usable Reserves Summary

From 2017/18 to 2018/19 the Council's earmarked reserves increased by £2.063m to £7.885m and the Council's General Reserve increased by £1.539m to £6.116m.

2. Housing Revenue Account (HRA)

The HRA is a ring-fenced landlord's account for the management and maintenance of the Council's housing stock. This account funds both day to day revenue costs as well as funding borrowing costs for capital work to maintain and improve council properties.

The table below shows the Outturn compared to revised budget for the HRA.

	Revised Budget £'000	Actual Outturn £'000	Variance £'000	Note
Income				
Rents, Charges & Contributions	(23,980)	(24,030)	(50)	1
Other Grants	0	(50)	(50)	2
Interest & Investment Income	(68)	(185)	(117)	3
Total Income	(24,048)	(24,265)	(217)	
Expenditure				
Borrowing & Capital Financing Charges	3,505	3,508	3	
Repairs & Maintenance	7,383	7,108	(275)	4
Supervision & Management	4,591	4,442	(149)	5
Interest Payable & Appropriations	3,546	3,618	72	6
Other Expenditure	235	118	(117)	7
Direct Revenue Financing	1,311	816	(495)	8
Transfer to / from Major Repairs Reserve	1,260	300	(960)	8
Total Expenditure	21,831	19,910	(1,921)	
Surplus for the year	(2,217)	(4,355)	(2,138)	
Net contribution to / (from) Earmarked Reserves	10	44	34	9
Net HRA Deficit/(Surplus) for the year AFTER transfers to/from Earmarked Reserves	(2,207)	(4,311)	(2,104)	

The Outturn for the HRA shows an in-year surplus of £4.355m before movement in reserves, bringing the total HRA balance at 31st March 2019 to £32.597m.

Income

- (1) Additional income of £50k compared to budget was received from tenants for rental income and chargeable damage and repair works.
- (2) A grant of £50k was also received which has been earmarked to fund the 2019/20 Affordable Housing Delivery Strategy (see point 9 below).
- (3) The interest and investment income received is £117k greater than budget due to the increase in interest rates from July 2018.

Expenditure

- (4) Repairs and maintenance budgets are underspent by £275k mainly due to:
- Reduced use of subcontractors in delivering the planned maintenance schemes during the year (£130k)
 - £115k vacancy savings on the housing repairs operative team, Estate Officer and Energy Performance departments
 - Reduced housing vehicle charges (£14k)
 - Reduced cost of void property clearance (£13k)
- (5) Supervision and Management costs are £149k less than budget mainly due to:
- Reduced training provision (£25k)
 - Reduced costs of operating and managing Community Centres (£18k)
 - Reduced repairs and maintenance of Housing Court Schemes (£26k)
 - Reduced running costs of the Brook Street office (£32k)
 - Tenancy Services vacancies (£40k)
- (6) The £72k spend above budget represents the transfer of a property from the General Fund to the HRA.
- (7) Other Expenditure is £117k less than budget due to:
- Refunds on empty properties being charged Council Tax (£58k)
 - Reduction in bad debt provision (£59k)
- (8) Direct Revenue Financing was £495k less than budget and the use of the Major Repairs Reserve was £960k less than budget, both due to delays in the implementation of some capital programme schemes.
- (9) The transfer to earmarked reserves represents the £50k Affordable Housing Grant (see note 2 above) less a transfer of £6k from the HRA Insurance reserve.

3. Capital Programme Outturn 2018/19

Details of the main 2018/19 Capital Scheme works and how they were funded are shown in the table below. The notes below the table provide explanations for key variances compared with the 2018/19 budgets.

Capital Scheme	Revised Budget £'000	Actual Outturn £'000	Variance £'000	Note
<u>Housing Revenue Account (HRA) Schemes</u>				
Management Fee	545	546	1	
Catch Up & Major Repairs	3,290	2,410	(880)	1
Service Improvements	129	100	(29)	
Contingent Major Repairs	95	93	(2)	
Exceptional Extensive Works	1,031	1,165	134	2
Disabled Adaptations - Major	157	154	(3)	
Disabled Adaptations - Minor	350	323	(27)	
Investment in Additional Council Dwellings	488	484	(4)	
Investment in New Dwellings	1,000	606	(394)	3
Major Repairs – Temporary Accommodation	153	5	(148)	4
Other HRA Schemes (less than £100k)	115	46	(69)	
TOTAL HRA Schemes	7,353	5,932	(1,421)	
<u>General Fund (GF) Schemes</u>				
Annesley Art Project	124	105	(19)	5
Brierley Forest Park Management Plan	102	97	(5)	
Friezeland Scooter Park/Jacksdale MUGA	118	0	(118)	6
Hucknall Leisure Centre	140	0	(140)	7
Improvement Grants – Disabled Facilities	1,233	917	(316)	8
Investment Properties	10,019	8,767	(1,252)	9
Kings Mill Reservoir Desilting	321	18	(303)	10
Leisure Transformation Programme	200	43	(157)	11
Vehicle Replacements	680	55	(625)	12
Papplewick Green Public Art Work	150	149	(1)	
Other GF Schemes (less than £100k)	917	559	(358)	13
TOTAL GF Schemes	14,004	10,710	(3,294)	
TOTAL EXPENDITURE	21,357	16,642	(4,715)	
<u>FUNDING</u>				
Major Repairs Reserve/HRA contributions	6,027	4,583	(1,444)	14
Prudential Borrowing	11,287	8,859	(2,428)	15
Government Grants & Contributions	2,552	1,797	(755)	16
Reserve Contributions	165	54	(111)	17
Capital Receipts	1,326	1,349	23	
TOTAL FUNDING	21,357	16,642	(4,715)	

- (1) Delays to works on Council dwellings due to planned works being refused by tenants or structural issues being identified which have slowed progress. These works (and funding) are re-programmed into the 2019/20 works schedule.
- (2) Ecological findings and additional works have resulted in additional expenditure being incurred.
- (3) Suitable properties are only purchased as they are identified at an appropriate price.
- (4) This is a contingency budget which is only utilised when required.
- (5) Scheme delayed in respect of adoption of land and licences.
- (6) Scheme delays due to contractor availability.
- (7) Improvement works rescheduled to May 2019.
- (8) Occupational Health referrals less than anticipated and fewer complex cases received in 2018/19.
- (9) Suitable properties are only purchased as they are identified at an appropriate price.
- (10) Scheme delayed – awaiting formal approval to commence project from Heritage Lottery Fund.
- (11) Delay in appointment of professional team in 2018/19. This has now been progressed.
- (12) Majority of vehicle purchases were placed 'on-hold' pending the outcome of the Transport Review.
- (13) A large number of projects were added to the capital programme towards the end of 2018/19. Works (and spend) will overlap into 2019/20.
- (14) Lower than expected Decent Homes spend thereby reducing the HRA reserve contribution requirement.
- (15) Lower than anticipated spend on Investment properties and vehicles thereby reducing the 2018/19 planned borrowing requirement.
- (16) Reduced use of grant funding due to less spend on disabled facilities works in 2018/19.
- (17) Reduced use of reserves due to delays to capital works at Kings Mill Reservoir and some minor schemes.

4. Earmarked Reserves – Budget Adjustments 2019/20

The table below provides details of project funding which was approved for spend in 2018/19 which was not utilised in 2018/19 and is required to fund project costs in 2019/20:

Funding Commitment	Reserve / Funding Source	Approval Route	£
Enforced sale of empty properties	Economic Development & Place Reserve	Cabinet – March 2018	20,000
Discover Ashfield brand development	Economic Development & Place Reserve	ODR – June 2018	12,187
Coxmoor Observatory – feasibility work	Economic Development & Place Reserve	ODR – June 2018	3,000
Ambulance Heritage Society – feasibility work	Economic Development & Place Reserve	ODR – June 2018	3,000
Leisure Centre – Contract Tendering	Economic Development & Place Reserve	Cabinet – 21/01/19	50,000
Car Parking Orders & Bay Marking	Economic Development & Place Reserve	Cabinet – 18/02/19	24,200
Wharf/Brand Lane	Asset Repair & Renewal Reserve	Cabinet – 14/06/18	39,892
Sutton in Ashfield Town Centre Improvements to street furniture	Section 106	Cabinet – 14/06/18	34,220
TOTAL			186,499

Cabinet is asked to note that 2019/20 budgets will be adjusted to reflect the above planned spend which is to be funded from earmarked reserves.

Cabinet is also asked to note that 2019/20 budgets will also be adjusted to reflect the planned spend detailed in the table below:

Funding Commitment	Reserve / Funding Source	Approval Route	£
DST Programme - Consultancy	Investment Technology Reserve	ODR – 03/04/19	19,000
DST Programme – additional capacity & specialist support	Investment Technology Reserve	ODR – 16/04/19	40,500
TOTAL			59,500

Implications

Corporate Plan:

The Revenue and Capital Budget and Outturn reflect the priorities in the Corporate Plan.

Legal:

This report ensures compliance with the Council's approved Financial Regulations.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	The financial implications are set out in the body of the report. The Outturn position will be used to update the Medium Term Financial Strategy and the Capital Programme.
General Fund – Capital Programme	
Housing Revenue Account – Revenue Budget	
Housing Revenue Account – Capital Programme	

Risk:

Risk	Mitigation
Failure to spend within approved budgets could impact the financial sustainability of the Council.	Regular financial monitoring reports to CLT and Cabinet.

Human Resources:

No adverse human resources implications were identified.

Equalities:

No adverse Equalities and Diversity implications were identified.

Other Implications:

No other implications

Reason(s) for Urgency

Not applicable.

Reason(s) for Exemption

Not applicable.

Background Papers

Statement of Accounts 2018/19 (Unaudited) as published on the Council's website.

Report Author and Contact Officer

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Report To:	LICENSING COMMITTEE	Date:	8TH JULY 2019
Heading:	DRAFT STREET TRADING POLICY: CONSULTATION RESPONSES		
Portfolio Holder:	DEPUTY LEADER – OUTWARD FOCUS		
Ward/s:	ALL		
Key Decision:	Yes		
Subject to Call-In:	No		

Purpose of Report

To agree a Final Street Trading Policy following a public consultation having concluded.

Recommendation(s)

The Licensing Committee is recommended to:

- a) Consider the responses to the consultation on the Draft Street Trading Policy;**
- b) Agree to the amendments to the Draft Policy in light of the responses to the consultation (as attached at Appendix One);**
- c) Approve the fees and charges proposed for the Street Trading functions; and**
- d) Recommend the adoption of the Final Policy to Council.**

Reasons for Recommendation(s)

The powers to control Street Trading within the Council's area are conferred by Schedule 4 Local Government (Miscellaneous Provisions) Act 1982, which has been adopted by the Council. Under Schedule 4 of the Act, the Council is able to manage Street Trading by designating streets as Consent Streets, Licence Streets, or Prohibited Streets.

Currently no Policy has been adopted in relation to Street Trading, rather a Resolution was made in 2002 that adopted 15 specific locations as Consent Streets where such trading is permitted, with trading prohibited from taking place anywhere else within the Council's area.

The present state of play limits the opportunities to Street Traders, and as such hinders the transformation of the local area in relation to creating a more vibrant local economy.

Alternative Options Considered (With Reasons Why Not Adopted)

Do nothing: not recommended for a number of reasons.

The Council has a duty to carry out its licensing functions in accordance with the relevant legislation and regulations in force for each of the functions detailed within this report.

By carrying out its licensing functions, the Licensing Authority will contribute towards the reduction of crime, disorder and nuisance within the District, and seek to improve community safety and environmental quality, whilst in turn seeking to promote a vibrant and sustainable local economy.

Detailed Information

Introduction

Street Trading is defined as “the selling or exposing or offering for sale any article (including a living thing) in a street – subject to a number of exceptions”.

The Council currently issues Street Trading Consents in accordance with Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 (the Act).

The Act states that a "street" is defined as: any road, footway, beach or other area to which the general public have access without payment.

Currently the Council has adopted 15 static locations from which Street Trading may take place.

The Draft Policy intends to promote a flexible approach in relation to applicants seeking to operate new Street Trading businesses, whilst also endeavouring to promote a well-regulated Street Trading function by ensuring that such Trading does not become a source of nuisance or annoyance to those who live in, work in and visit the District

This Draft Policy sets out the criteria the Council will use when considering applications for Street Trading Consents. It sets out the grounds upon which decisions are made about Street Trading applications, and any enforcement actions if required.

This Draft Policy also supports the Council's commitment to work in partnership with other agencies and avoiding duplication with other statutory controls.

A consultation has been held and the Draft Policy amended in light of matters raised by Members and stakeholders.

How will the Council ensure that Street Trading does not take place in locations that may be deemed inappropriate?

The Draft Policy states that applications for a Street Trading Consent (this relates to trading from a single fixed location) will be refused for locations deemed to be:

- **In close proximity to a place of worship;**
- **In close proximity to a place of education;**
- **In close proximity to a place of healthcare;**
- **In close proximity to a place of cultural or historical local / national significance;**
- **In close proximity to primarily residential properties;**
- **In close proximity to a business offering the same goods / services;**
- **Likely to undermine the safety and / or convenience of the general public and / or road users.**

What type of Trading Consents are proposed within the Draft Policy?

For the purposes of this Policy and to assist applicants, Ashfield District Council issues 4 types of Trading Consents, each specific in its nature:

- **Street Trading Consent:** Trading from a stall / unit / vehicle from a single designated location on a regular basis.
- **Mobile Trading Consent:** Trading from a vehicle at a number of locations across the Ashfield District, but for no more than 20 minutes at a time in any single location, and no location to be revisited within a 4 hour period.
- **Community & Charity Trading Consent:** Trading at non-profit making events (within the Ashfield District) held by a registered charity or community association, whether for a single day or for the duration of the entire event subject to there being no more than 4 traders (more than 4 traders will fall within the Markets Policy of the Council).
- **Special Events Trading Consent:** Trading at events (within the Ashfield District) where the organiser intends to make commercial gain, whether for a single day or for the duration of the entire event subject to there being no more than 4 traders (more than 4 traders will fall within the Markets Policy of the Council).

How will local residents, businesses and stakeholders be made aware of Street Trading applications that may affect them?

All Street Trading Consent applications (except from Mobile Traders, Community & Charity Traders, and Special Events Traders) for locations not already adopted by the Council will be subject to a 28 day consultation period.

The consultation on applications for new locations will seek the views of local residents and businesses (by way of a yellow A4 notice placed at the proposed trading site) that may be directly affected, and statutory agencies whose responsibilities may be impacted by the proposed business (by way of a consultation email).

Consideration will be given to all written representations that are not deemed to be irrelevant, frivolous, vexatious, or repetitive. Representations will be vetted by Officers of the Licensing Team for validity.

Applications subject to valid representations will be determined at a Hearing chaired by the Service Director: Place & Wellbeing, who is delegated authority by the Licensing Committee to determine such applications.

Consultation on the Draft Street Trading Policy

The draft Policy was given approval from the Committee prior to commencing a formal consultation. The consultation timetable is as follows:

- 14th March 2019: Licensing Committee agreed that the draft Street Trading Policy be put out to consultation.
- Consultation was held between 1st April 2019 and 12th May 2019 and invited the views of “Stakeholders” (Police, Fire Service, Highways, Trading Standards, Planning, Environmental Protection, Environmental Services, Children’s Safeguarding Board, Health & Safety, etc), representatives of current Street Trading Consent holders, and the local Primary Health Care. The general public were given access to the consultation via the Council’s website, reception area and local libraries.

- 8th July 2019: the results of the consultation to be put to the Licensing Committee for consideration, and to make any relevant changes to the Policy to finalise accordingly, and to make a recommendation to Council to adopt the final Policy.
- 25th July 2019: Council to consider the recommendation made by the Licensing Committee, and adopt the Policy.

Responses received during the Draft Policy Consultation Period

Two responses were received during the consultation period and are attached at **Appendix Two**.

One response was from a member of the public who opposed the potential increase in street trading locations for fear of unlicensed traders taking up any vacated new locations.

The Licensing Team Leader believes that such a concern whilst having some validity, can be overcome by way of regular mobile checks of the District being carried out by the Licensing Officers, who will then be able to ensure that any trading from any location is carried out with the necessary Consent having been granted by the Council, and unlicensed traders will be the subject of enforcement action initiated by the Licensing Team.

The other response was provided by the Assistant Director Neighbourhoods & Environment who correctly advised on the need to ensure all stakeholders consulted with were listed within the Policy to ensure transparency (The Draft Policy – appended - is amended accordingly at Page 2).

The Assistant Director also sought the Policy to be explicit in relation to potential traders looking to operate on Council owned parks and recreational spaces that may already have a permanent café or similar establishment in situ, in order to prevent unhealthy competition.

Such a concern is not applicable to those looking to trade solely from a fixed designated location, as the Neighbourhoods & Environment Service will be a consultee to such applications and can raise any concerns held on a case by case basis; but the concern is valid in relation to Mobile Traders and those Traders who attend events on Council owned parks and recreational spaces, and the Licensing Team Leader has made amendments to the Draft Policy to alleviate this concern.

Amendments to the Draft Policy in light of Consultation Responses and Members Queries

When the Licensing Committee convened to consider the Draft Policy at its meeting on 14th March 2019, a valid question was raised by Members in relation to how to prevent a Mobile Trader from dominating trade at prime locations.

The solution to this problem is to issue a Mobile Trading Consent that permits trading across the entire District. Further to this, and also taking into consideration the concern raised by the Assistant Director: Neighbourhoods & Environment, two restrictions are required in relation to Mobile Trading in order to prevent harmful competition, any negative impact on locations, and to protect the business interests of existing permanent premises selling similar goods and services. The proposed restrictions are:

- **That Mobile Trading may not take place from any Council owned park or recreational space during the operating hours of any existing permanent structure selling similar goods and services as those proposed to be offered by the Mobile Trader (this restriction will also apply to Events held); and**

- **That no location may be occupied by more than one Mobile Trader at any given time.**

The amendments can be found at **Pages 13, 16,17** and **25** of the appended Draft Policy and are highlighted for easy accessibility.

Fees & Charges for Trading Consents

The power to levy fees (or otherwise) is contained in the legislation relevant to each function or in the Local Government Act 2003 in relation to discretionary services. Licensing is not a revenue raising function and fees and charges should reasonably represent the costs of carrying out the function

The general principles when setting fees are that they must be reasonable, proportionate and not exceed the cost of the procedures and formalities under the relevant licensing scheme, including staffing, training, administration, regulation, hearings, etc.

The following fees are proposed for each of the different Trading Consents:

Type of Trading Consent	Duration	Proposed Fee
Street Trading Consent	12 months	£1294.00*
Street Trading Consent	6 months	£697.00*
Mobile Trading Consent	12 months	£750.00
Mobile Trading Consent	6 months	£375.00
Special Event Trading Consent	Per Event	£30.00 per stall
Charitable / Community Trading Consent	Per Event	£0.00 per stall (no charge)

*The proposed fee represents no change to the fee already in place for this function.

Implications

Corporate Plan:

The Council has a duty to carry out its licensing functions in accordance with the relevant legislation and regulations in force for each of the functions detailed within this report.

By carrying out its licensing functions, the Licensing Authority will contribute towards the reduction of crime and disorder within the District, and seek to improve community safety and environmental quality, whilst in turn seeking to promote a vibrant and sustainable local economy.

Legal:

Information Only

There are no legal implications contained within this report.

Finance:

Information Only

There are no financial implications to the Council contained within this report that are not already met within the budget of the Licensing Authority.

This report is effective from 8th July 2019 and has the following financial implications.

Budget Area	Implication
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
The Council has a statutory duty to carry out its licensing functions.	Approved processes, procedures and policies are in force to ensure that the Licensing Authority minimises any risks it may be exposed to when carry out its licensing functions and decision making processes.

Human Resources:

Information Only

There are no direct HR implications contained within this report

Equalities *(to be completed by the author):*

Information Only

There no diversity or equality implications contained within this report.

Other Implications:

None

Reason(s) for Urgency (if applicable):

Not applicable

Background Papers

Appendix One: Amended Draft Street Trading Policy

Appendix Two: Consultation Responses

Report Author and Contact Officer

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LICENSING AUTHORITY

STREET TRADING POLICY

Effective from: **INSERT**

Adopted: **T.B.C.**

SECTION	CONTENT	PAGE NO.
1.	Purpose of the Policy	1
2.	Policy Consultation	2
3.	Duration of Policy	3
4.	Legislation & Current Provisions	4
	• Types of Consents issued by the Council	5
	• Consultation Period for Street Trading Consent Applications	5
	• Relevant Considerations relating to Applications	6
5.	Delegation of Functions	8
6.	Conditions attached to Street Trading & Mobile Trading Consents	9
7.	Street Trading Consents	10
	• Procedure: Making a Street Trading Consent Application	10
	• Determination of Street Trading Consent Applications	11
	• Grant of Street Trading Consent Applications	11
	• Duration of Street Trading Consents	11
	• Refusal of Street Trading Consent Applications	11
	• Transfer of a Street Trading Consent	12
8.	Mobile Trading Consents	13
	• Procedure: Making a Mobile Trading Consent Application	13
	• Determination of Street Trading Consent Applications	14
	• Grant of Street Trading Consent Applications	14
	• Duration of Street Trading Consents	14
	• Refusal of Street Trading Consent Applications	14
	• Transfer of a Street Trading Consent	15
9.	Community & Charity Trading Consents	16
	• Procedure: Making a Community & Charity Trading Application	16
10.	Special Events Trading Consents	17
	• Procedure: Making a Special Events Trading Consent Application	17
11.	Markets	18
12.	Enforcement	19
13.	Fees & Charges	20
14.	Equality & Diversity	21
15.	Licensing Authority Contact Details	22
APPENDICES		
A.	Standard Conditions - Street Trading Consents	23
B.	Standard Conditions - Mobile Trading Consents	25

GLOSSARY

The Act:	Schedule 4: Local Government (Miscellaneous Provisions) Act 1982
The Council:	Ashfield District Council.
The Applicant:	The trader who has submitted an application for a Street Trading Consent.
Consent Holder:	An individual who holds a Street Trading Consent.
A Street:	Includes any road, footway, beach or other area to which the general public have access without payment.
A Trading Consent:	A permission, given by the Council to trade, subject to conditions and payment of a fee.
A Roundsman:	An individual who visits a “round” of customers and delivers the orders of those customers, i.e. a milkman. A person operating an ice-cream van is not classed as a roundsman.
A Pedlar:	<p>A Pedlar is a trader who must:</p> <ul style="list-style-type: none"> • Hold a valid Pedlar’s Certificate issued by a Chief Constable of Police. • Keep moving, stopping only to service customers at their request. • Move from place to place, and not circulate within the same area. • Carry all goods for sale and not set up a “stall”.
Mobile Trader:	<p>A Mobile Trader is one that visits more than one location within the District, and who:</p> <ul style="list-style-type: none"> • Continually moves from location to location. • Does not wait in one location for more than 20 minutes. • Moves at least 50 metres from the last trading location; and • Does not return to the same trading location within 4 hours. • Does not trade within 100 metres of any entrance to any educational establishment (without formal invitation from the educational establishment).
Licensing Officer:	An Authorised Officer employed by the Council and authorised by the Council to act in pursuance of the provisions of the Local Government (Miscellaneous Provisions) Act 1982 (the legislation regulating Street Trading).
Activities that do not require a Street Trading or Mobile Trading Consent:	<p>Trading:</p> <ul style="list-style-type: none"> • As a Pedlar under a Pedlar’s Certificate. • As a News Vendor • At a Market or fair, the right to hold which having been obtained by a grant, enactment or order. • At or adjoining a shop premises as part of the business of the shop. • As a Roundsman (i.e. delivering pre-ordered goods to customers). • From a licensed highway area • Under a Street Collection Permit for charitable purposes.

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1. PURPOSE OF THE POLICY

- 1.1 This Policy sets out the framework for the management of Street Trading in the area for which Ashfield District Council has responsibility.
- 1.2 The powers to control Street Trading within the Council's area are conferred by Schedule 4 Local Government (Miscellaneous Provisions) Act 1982, which has been adopted by the Council. Under Schedule 4 of the Act, the Council is able to manage Street Trading by designating streets as Consent Streets, Licence Streets, or Prohibited Streets.
- 1.3 The Council recognises the valuable contribution that Street Trading can make to the local culture and economy, and the services that Street Traders provide to residents and visitors. Street Trading can provide people with a flexible way of working, to meet the demands of the public where and when such demands arise.
- 1.4 Ashfield District Council is committed to improving the support provided to small businesses, ensuring that there are no unnecessary burdens placed on them, and that they are provided with sufficient guidance and advice to enable them to operate safely and successfully.
- 1.5 Issues can arise where Street Traders do not pay due regard to their location and operation, or make it dangerous for the public and road users to move around them. Street Trading can also result in littering and other nuisances to persons in the vicinity.
- 1.6 This Policy sets out the criteria the Council will use when considering applications for Street Trading Consents. It sets out the grounds upon which decisions are made about Street Trading applications, and any enforcement actions if required.
- 1.7 This Policy also supports the Council's commitment to work in partnership with other agencies and avoiding duplication with other statutory controls.
- 1.8 This Policy intends to promote a flexible approach in relation to applicants seeking to operate new Street Trading businesses, whilst also endeavoring to promote a well regulated Street Trading function by ensuring that such Trading does not become a source of nuisance or annoyance to those who live in, work in and visit the District.

2. POLICY CONSULTATION

2.1 In determining this Policy, the Council has consulted with the following:

- **Nottinghamshire Police**
- **Nottinghamshire Police Licensing Unit**
- **Nottinghamshire Fire & Rescue**
- **Nottinghamshire County Council Highways**
- **Nottinghamshire County Council Trading Standards**
- **Parish and Town Councils**
- **Current Street Traders**
- **Local businesses**
- **Residents**

2.2 In addition the Council's regulatory and enforcement services have been consulted. These include:

- **Planning**
- **Environmental Health**
- **Health & Safety**
- **Environmental Protection**
- **Environmental Services**
- **Economic Development**
- **Place & Communities**
- **Markets**
- **Car Parks**

3. DURATION OF POLICY

- 3.1 This Policy will be reviewed every 5 years. If required, periodic updates to the Policy may be carried out.
- 3.2 When reviewing this Policy, a consultation with the public, business, and holders of Consents will be carried out.

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4. LEGISLATION & CURRENT PROVISIONS

4.1 The Act sets out a number of definitions and provisions:

Street Trading is defined as “the selling or exposing or offering for sale any article (include a living thing) in a street – subject to a number of exceptions,” such as:

- **Trading as a Pedlar under the authority of a Pedlar’s Certificate granted under the Pedlars Act 1871.**
- **Any trade in a Market or Fair, the right to hold which having been obtained by a grant, enactment or order.**
- **Trading in a trunk picnic road area provided by the Secretary of State under Section 112 of the Highways Act 1980.**
- **Trading as a News Vendor (subject to S.3. of the Act).**
- **Trading at premises used as a petrol filling station or from a street adjoining a shop premises as part of the business of the shop.**
- **Offering or selling things as a Roundsman.**
- **The use for trading under Part VIIA of the Highways Act 1980 of an object or structure placed on, in or over a highway.**
- **The operation of facilities for recreation or refreshment under Part VIIA of the Highways Act 1980.**
- **The doing of anything authorised by regulations made under Section 5 of the Police, Factories, etc. (Miscellaneous Provisions) Act 1916 for charitable purposes.**

4.2 Schedule 4 of the Act defines a street as any road, footway, beach or other area to which the public have access without payment, and a service area as defined in Section 329 of the Highways Act 1980.

4.3 A Consent Street is a street in which Street Trading can only take place if the consent of the Local Authority has first been obtained.

4.4 All streets within the Council’s area are designated as Consent Streets, as such no trading may take place without the Council having issued a Street Trading Consent to the trader. A list of locations already designated as approved Street Trading locations can be found on the Council website.

4.5 Each case will be assessed on its own merits, however the Council has determined that applications for a Street Trading Consent will likely be refused for locations that are deemed to be:

- **In close proximity to a place of worship;**
- **In close proximity to a place of education;**
- **In close proximity to a place of healthcare;**
- **In close proximity to a place of cultural or historical local / national significance;**
- **In close proximity to primarily residential properties;**
- **In close proximity to a business offering the same goods / services;**
- **Likely to undermine the safety and / or convenience of the general public and / or road users.**

- 4.5 Prohibited Streets are streets that have been designated as ones where no Street Trading may take place.
- 4.6 There are no Prohibited Streets within the Ashfield District Council area. The M1 is designated as a motorway and Street Trading is forbidden on motorways.
- 4.7 A Licence Street is a street that requires a formal Licence to have been granted before any Street Trading can take place.
- 4.8 There are no Licence Streets within the Council's area.
- 4.9 Street Traders who serve hot food or hot beverages at any time between 23:00 hours and 05:00 hours will also require a Premises Licence granted by the Licensing Authority in accordance with the Licensing Act 2003.

4.10 TYPES OF CONSENTS ISSUED BY THE COUNCIL

- 4.11 For the purposes of this Policy and to assist applicants, Ashfield District Council issues 4 types of Street Trading Consents, each specific in its nature:

- **Street Trading Consent:** Trading from a stall / unit / vehicle from a single designated location on a regular basis.
- **Mobile Trading Consent:** Trading from a vehicle at various locations across the Ashfield District, but for no more than 20 minutes at a time at any one location, and no location to be revisited within a 4 hour period.
- **Community & Charity Trading Consent:** Trading at non-profit making events (within the Ashfield District) held by a registered charity or community association, whether for a single day or for the duration of the entire event.
- **Special Events Trading Consent:** Trading at events (within the Ashfield District) where the organiser intends to make commercial gain, whether for a single day or for the duration of the entire event.

4.12 CONSULTATION PERIOD FOR STREET TRADING CONSENT APPLICATIONS

- 4.13 All Street Trading Consent applications (except from Mobile Traders, Community & Charity Traders, and Special Events Traders) for locations not already adopted by the Council will be subject to a 28 day consultation period.
- 4.14 The consultation will seek the views of local residents and businesses that may be directly affected, and statutory agencies whose responsibilities may be impacted by the proposed business.
- 4.15 Consideration will be given to all written representations that are not deemed to be irrelevant, frivolous, vexatious, or repetitive. Representations will be vetted by Officers of the Licensing Team for validity.
- 4.16 Applications subject to valid representations will be determined at a Hearing chaired by the Service Director: Place & Communities, who is delegated authority by the Licensing Committee to determine such applications.

4.17 RELEVANT CONSIDERATIONS APPLICABLE TO ALL APPLICATIONS

- 4.18 Each case will be assessed on its own merits, and the following criteria will be considered in deciding whether or not a Consent will be granted, and on what conditions:

a) Public Safety

Whether any Street Trading activity represents, or is likely to represent, a risk to the public from the point of view of obstruction, fire hazard, unhygienic conditions, or danger that may occur when a Trader is accessing the site. Nottinghamshire County Council Highways Department will be consulted on all applications to ensure high standards of road safety for applicants, the public and other road users.

b) Public Order

Whether the Street Trading activity represents, or is likely to represent, a risk to public order. Nottinghamshire Police will be consulted on all applications regarding public order.

c) Preventing Nuisance or Annoyance

Whether the Street Trading activity represents, or is likely to represent, a risk of nuisance or annoyance to the public from noise, odour, fumes, litter, or the discharge of fluids, particularly in areas of residential properties. The Council's Environmental Protection Team will be consulted on all applications with regard to the prevention of nuisance.

d) Written Representations from Local Residents

Residents will be alerted to Street Trading (fixed single sites only) applications via a yellow A4 notice erected at the proposed Street Trading location. The relevant District Ward Councillor will be consulted on applications for Street Trading Consents in their area.

e) Planning Permission

A Street Trading Consent will only be issued where planning permission has been granted or where there is written evidence that planning permission is not required.

f) Suitability of Proposed Trading Location

Applications for a Street Trading Consent will likely be refused for locations that are:

- **In close proximity to a place of worship;**
- **In close proximity to a place of education;**
- **In close proximity to a place of healthcare;**
- **In close proximity to a place of cultural or historical local / national significance;**
- **In close proximity to primarily residential properties;**
- **In close proximity to a business offering the same goods / services;**
- **Likely to undermine the safety and / or convenience of the general public and / or road users.**

g) Appearance of the Stall / Vehicle / Unit

Any stall or vehicle from which trading is permitted must be maintained and presented to the same standard as originally manufactured. Internal and external finishes must be free from defects or damage. Any stall or vehicle must meet with the criteria, including size, laid down in the standard conditions attached to the grant of any Street Trading or Mobile Trading Consent.

h) Food Traders

Applicants for stalls or vehicles selling food, must hold a current Level 2 Food Hygiene Certificate accredited by The Chartered Institute of Environmental Health, or The Royal Society of Health, or The Royal Institute of Public Health & Hygiene.

All businesses must be registered with the Food Safety Team (Environmental Health) in the district within which the stall or vehicle is kept overnight., and if such a district is not Ashfield District Council, the business is still required to notify the Ashfield District Council Food Safety Team that it is trading at a location within our area.

Should the business change its registered address, then a notification must be sent to both the Licensing Team and Food Safety Team at Ashfield District Council, in order that our records may be updated.

5. DELEGATION OF FUNCTIONS

- 5.1 The Licensing Committee has a duty to recommend and review the Street Trading Policy, and to recommend and review the fees and charges applicable to Consents issued by the Council.
- 5.2 The Licensing Committee agrees and recommends the standard conditions that are attached to the grant of any Street Trading and / or Mobile Trading Consent issued by the Council.
- 5.3 The Service Director: Place & Communities is delegated authority by the Licensing Committee to determine applications for Street Trading and Mobile Trading Consents, and to review existing Consents should relevant information come to light that would bring into question the suitability of an existing Consent holder or the Consent held.
- 5.4 The Service Director: Place & Communities is authorised to:
- a) Issue Street Trading Consents and attach such conditions as are considered reasonably necessary under the Local Government (Miscellaneous Provisions) Act 1982.
 - b) Refuse any application for a Street Trading Consent that:
 - (i) In the opinion of the Service Director does not comply with the Council's Street Trading Policy or conditions applicable to Street Trading or Mobile Trading Consents; or
 - (ii) Has been subject to valid objections from Nottinghamshire Police, Nottinghamshire Fire & Rescue, or Nottinghamshire County Council Highways on the grounds of public or highway safety.
 - c) Review and (if necessary) vary the conditions attached to an existing Street Trading or Mobile Trading Consent when necessary to promote public safety and / or prevent nuisance or annoyance to any affected parties, or the Trader has failed to comply with the conditions of the Consent, or information has come to light as to the suitability of the Trader.
 - d) Review and (if necessary) suspend or revoke a Street Trading or Mobile Trading Consent issued to an existing Trader when necessary to promote public safety and / or prevent nuisance or annoyance to any affected parties, or the Trader has failed to comply with the conditions of the Consent, or information has come to light as to the suitability of the Trader.

6. CONDITIONS ATTACHED TO STREET TRADING CONSENTS

- 6.1 The Council will apply standard conditions to all Street Trading and Mobile Trading Consents.
- 6.2 The standard conditions applied to Street Trading Consents are attached to this Policy at **Appendix One**.
- 6.3 The standard conditions applied to Mobile Trading Consents are attached to this Policy at **Appendix Two**.
- 6.4 These standard conditions are not exhaustive and other conditions may be added to individual consents as required to meet with the criteria of this Policy.
- 6.5 Street Trading may only be carried out from the stall / vehicle / unit authorised under the conditions of the Street Trading Consent.
- 6.6 Mobile Trading may only be carried out from the vehicle authorised under the conditions of the Mobile Trading Consent.
- 6.6 Any changes to or replacement of the approved stall / vehicle / unit must first be approved by the Licensing Authority before such a vessel may be used for the purposes of Street Trading or Mobile Trading.

7. STREET TRADING CONSENTS

7.1 PROCEDURE: MAKING A STREET TRADING CONSENT APPLICATION

- 7.2 A list of currently adopted Street Trading locations (including those currently vacant) can be found on the Council website.
- 7.3 Applications for a Street Trading Consent to be issued for locations not currently adopted will be welcomed, however applicants are strongly advised to refer to the section within this Policy that details where such locations would be deemed not suitable for trading.
- 7.4 Applicants who submit an application for a location not already adopted shall place a Yellow A4 Notice at the proposed trading site detailing the application and consultation period. A template is available from the Council website.
- 7.5 All applications for the grant of a new Street Trading Consent, or to renew an existing Street Trading Consent must be submitted to the Licensing Team, and shall include the following:
- **The completed Street Trading Consent Application Form.**
 - **The completed Direct Debit Mandate (if paying by monthly instalments).**
 - **Food Hygiene Certificate (if a food business).**
 - **Current Electrical and Gas Safety Certificates (if applicable).**
 - **Current Public Liability Insurance (to a minimum value of £5,000,000).**
 - **Evidence that the applicant and any person(s) operating the stall / vehicle / unit holds a valid right to work in the U.K.**
 - **Evidence of consent given by the landowner for the business to trade from the location (private land only).**
 - **Evidence that Planning Permission has been granted, or is not required to trade from the proposed location.**
 - **A map showing the proposed trading site, and showing all streets and other public areas covering a 200 metre radius surrounding the proposed Street Trading location.**
 - **Photographs of the stall / vehicle / unit from which trading is to take place (the photographs must clearly show the internal and external visual condition of the unit and all signage affixed to it).**
 - **Copy of the A4 Yellow Notice placed at the proposed trading site (only applicable to new sites not already adopted by the Council).**
- 7.6 On the first working day following receipt of your completed application form and all other necessary documents, and payment of the application fee (or part-fee if payment is to be made by way of monthly direct debit instalments), a 28 day consultation will commence with relevant stakeholders.
- 7.7 If there are no valid objections received during the consultation period, or any concerns that may arise in relation to the application are resolved, then a Street Trading Consent will be issued for a maximum period of 12 months or a minimum period of 6 months (upon request by the applicant).

7.8 DETERMINATION OF APPLICATIONS

- 7.9 Officers of the Licensing Team will evaluate all applications in order to assess the suitability of the applicant and the suitability of the specified trading location.
- 7.10 A Street Trading Consent will be automatically granted if the application meets with the criteria of the Street Trading Policy, and that there are no valid objections outstanding at the end of the 28 day consultation period applicable to all applications for a new trading site.
- 7.11 Where an application is the subject of valid objections that remain unresolved by the end of the 28 day consultation period, the application will be referred to the Service Director: Place & Communities and a Hearing convened to determine the application.
- 7.12 The Service Director will determine each application on its own merits, taking into consideration all information attached to the application, the comments of the objectors, and any information provided by the Licensing Team in relation to the applicant, the nature of the business, and the proposed location.
- 7.13 Following the determination of an application, the Licensing Authority will notify the applicant (and any objectors) of the decision (and the reasons for the decision), within 10 working days of the Hearing.
- 7.14 There is no statutory right of appeal against a refusal to issue a Street Trading Consent, or against the conditions that may be attached to the grant of a Street Trading Consent.

7.15 GRANT OF APPLICATIONS

- 7.16 The applicant will be advised by letter that the Street Trading Consent has been granted. The Street Trading Consent will be enclosed with the letter, and attached to the Street Trading Consent will be the standard conditions (and any additional conditions if the application was determined at a Hearing) imposed by the Council, which must be adhered to at all times.

7.17 DURATION OF STREET TRADING CONSENTS

- 7.18 Any Street Trading Consent granted, will be issued for a maximum period of 12 months, or a minimum period of 6 months (if requested by the applicant).
- 7.19 An application to renew an existing Street Trading Consent must be submitted to the Licensing Authority prior to the current Consent expiring (ideally no later than 28 days prior to the expiry date), and all necessary documents to satisfy the Councils criteria must be submitted every time a renewal application is made.

7.20 REFUSAL OF APPLICATIONS

- 7.21 Where an application is refused, the applicant will be informed in writing as to the reasons for the refusal.
- 7.22 There is no right of appeal to the Magistrates Court following the refusal of an application.

- 7.23 A person aggrieved by a decision of the Council may make an application to the High Court for the judicial review of the decision. For further information on potential grounds for judicial review, applicants should seek independent legal advice.

7.24 TRANSFER OF STREET TRADING CONSENTS

- 7.25 Under no circumstances may a Street Trading Consent be transferred or sold to another person, save for such a person being a documented business partner or a member of the Street Traders immediate family in the event of the Traders death or incapacity.
- 7.26 The sub-letting of a Street Trading Consent to another party is not permitted.

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8. MOBILE TRADING CONSENTS

8.1 Traders that meet with the criteria detailed below will be classified as Mobile Traders. Ice cream vans and mobile sandwich sellers (i.e they do not have specific customers to whom they visit on a “round”) would typically be deemed to be Mobile Traders.

8.2. A Mobile Trader is one who:

- **Moves from location to location;**
- **Moves at least 50 metres from his / her last trading location and does not return to that location within four hours;**
- **Does not wait in one location for more than 20 minutes; and**
- **Does not trade within 100 metres of any entrance to any educational establishment (without having first received a formal invitation from the educational establishment).**

8.3 Due to the nature of their trade over a wide geographical area and their limited impact upon a single location, Mobile Traders will automatically be granted a Mobile Trading Consent that covers the entire District, subject to the applicant and application meeting all of the above criteria.

8.4 However, certain restrictions are required in order to prevent harmful competition, any negative impact on locations, and to protect the business interests of existing permanent premises selling similar goods and services to those that may potentially be offer by Mobile Traders. These restrictions are:

- **That Mobile Trading may not take place from any Council owned park or recreational space during the operating hours of any existing permanent structure selling similar goods and services as those proposed to be offered by the Mobile Trader; and**
- **That no location may be occupied by more than one Mobile Trader at any given time.**

8.5 Mobile Trading Consents are granted for periods of 12 months (or 6 months if requested by the applicant), and require renewal before the expiry of any current Mobile Trading Consent that has been granted.

8.6 PROCEDURE: MAKING A MOBILE TRADING CONSENT APPLICATION

8.6 All applications for the grant or renewal of a new Mobile Trading Consent shall include the following:

- **The completed Mobile Trading Consent Application Form;**
- **The completed Direct Debit Mandate (if paying by monthly instalments).**
- **Food Hygiene Certificate (if a food business).**
- **Current Electrical and Gas Safety Certificates (if applicable).**
- **Current Public Liability Insurance (to a minimum value of £5,000,000).**
- **Evidence that the applicant and any person(s) operating the vehicle holds a valid right to work in the U.K.**

- A map / maps showing the proposed trading sites, and showing all streets and other public areas covering a 200 metre radius surrounding the proposed Mobile Trading locations (this is to ensure that trading from the proposed locations would not likely cause a nuisance).
- Photographs of the vehicle from which trading is to take place (the photographs must clearly show the internal and external visual condition of the vehicle and all signage affixed to it).
- Evidence that the vehicle may legally be driven on the highway by way of a valid M.O.T., valid Motor Insurance and valid Vehicle Excise Duty.

8.7 DETERMINATION OF APPLICATIONS

- 8.8 Officers of the Licensing Team will evaluate all applications in order to assess the suitability of the applicant and the suitability of the specified trading locations.
- 8.9 A Mobile Trading Consent will be automatically granted if the application meets with the criteria of this Street Trading Policy.
- 8.10 Where an application is deemed by the Officers of the Licensing Team to not meet with the criteria of this Street Trading Policy, the application will be referred to the Service Director: Place & Communities and a Hearing convened to determine the application.
- 8.11 The Service Director will determine each application on its own merits, taking into consideration all information attached to the application, and any information provided by the Licensing Team in relation to the applicant, the nature of the business, and the proposed locations.
- 8.12 Following the determination of an application, the Licensing Authority will notify the applicant (and any objectors) of the decision (and the reasons for the decision), within 10 working days of the Hearing.
- 8.13 There is no statutory right of appeal against a refusal to issue a Mobile Trading Consent, or against the conditions that may be attached to the grant of a Consent.

8.14 GRANT OF APPLICATIONS

- 8.15 The applicant will be advised by letter that the Mobile Trading Consent has been granted. The Mobile Trading Consent will be enclosed with the letter, and attached to the Mobile Trading Consent will be the standard conditions (and any additional conditions if the application was determined at a Hearing) imposed by the Council, which must be adhered to at all times.

8.16 DURATION OF MOBILE TRADING CONSENTS

- 8.17 Any Mobile Trading Consent granted, will be issued for a maximum period of 12 months, or a minimum period of 6 months (if requested by the applicant).
- 8.18 An application to renew an existing Mobile Trading Consent must be submitted to the Licensing Authority prior to the current Consent expiring, and all necessary documents to satisfy the Council's criteria must be submitted every time a renewal application is made.

8.19 REFUSAL OF APPLICATIONS

- 8.20 Where an application is refused, the applicant will be informed in writing as to the reasons for the refusal, specifying the grounds for the decision.
- 8.21 There is no right of appeal to the Magistrates Court following the refusal of an application. A person aggrieved by a decision of the Council may make an application to the High Court for the judicial review of the decision. For further information on potential grounds for judicial review, applicants should seek independent legal advice.

8.22 TRANSFER OF MOBILE TRADING CONSENTS

- 8.23 Under no circumstances may a Mobile Trading Consent be transferred or sold to another person, save for such a person being a documented business partner or a member of the Mobile Traders immediate family in the event of the Traders death or incapacity.
- 8.24 The sub-letting of a Mobile Trading Consent to another party is not permitted.

9. COMMUNITY & CHARITY EVENT TRADING CONSENT

9.1 Traders at an event organised and run by a registered charity or recognised community association (or other non-profit making organisation) for public benefit will be exempt from the requirement to obtain a Special Events Trading Consent for the location of the event, subject to the following restrictions:

- **Traders cannot remain at the location more than 72 hours or return to the location more frequently than once in any calendar month.**
- **Traders must be invited to trade at the event by the event organisers**
- **Traders of hot foods and / or hot non-alcoholic beverages operating after 23:00 hours must submit a Temporary Event Notice in order to provide the licensable activity of “Late Night Refreshment” in accordance with the requirements of the Licensing Act 2003.**
- **That the organisers of the event make no “commercial gain” from the event (i.e. that all profits made are put back into the purpose of the registered charity / community association).**
- **That the Traders make a financial contribution from any profits made to the community and / or charity for which the event is held.**
- **That no more than 4 Traders are permitted to attend the event.**
- **That when events are held on Council owned parks and recreational spaces, that the goods and services offered by Traders are not similar to those provided during the operating hours of any permanent structure sited at that location.**

9.2 PROCEDURE: MAKING A COMMUNITY & CHARITY EVENT TRADING APPLICATION

9.3 The event organiser will notify the Events Team at Ashfield District Council of the intended event.

9.4 Within the Event Application submitted by the event organiser to the Council, details of each trader and the goods being sold from each stall / vehicle / unit will be provided.

9.5 The Events Team at the Council will forward a copy of the Event Application to the Licensing Team.

9.6 The Events Team at the Council will consult with the Licensing Team at the Council to determine whether the event is “not for profit”, and to establish that the Traders are making a financial contribution from any profits they make to the community and / or charity for which the event is held.

9.7 If the Licensing Team deem the event to be “not for profit” and that the Traders are making a financial contribution from any profits they make to the community and or charity for which the event is held, the Events Team will be notified, and the Events Team will confirm this status to event organiser, and forward a Community & Charity Trading Consent to the event organiser to provide to each Trader attending the event.

9.8 If the Licensing Team deem the event to be for “commercial gain”, the Licensing Team will notify the Events Team, and the Events Team will confirm this status to the event organiser, and forward a Special Events Trading Application to the event organiser for completion, submission and payment of the appropriate fee.

10. SPECIAL EVENTS TRADING CONSENTS

10.1 Traders attending an event organised for “commercial gain”, require a Special Events Trading Consent to be granted to the event organiser, subject to the following restrictions:

- **Traders cannot remain at the location beyond the duration of the event.**
- **Traders must be invited to trade at the event by the event organiser.**
- **Traders of hot foods and / or hot non-alcoholic beverages operating after 23:00 hours, or Traders selling alcohol, must submit a Temporary Event Notice in order to provide the licensable activity of “Late Night Refreshment” in accordance with the requirements of the Licensing Act 2003.**
- **Traders must provide evidence of a valid Food Hygiene Certificate (if a food business).**
- **Traders must provide evidence of current Electrical and Gas Safety Certificates for their stalls / vehicles / units (if applicable).**
- **Traders must provide evidence of holding current Public Liability Insurance (to a minimum value of £5,000,000).**
- **Traders must provide evidence that they and any person(s) operating the stall / vehicle / unit holds a valid right to work in the U.K.**
- **That no more than 4 Traders are permitted to attend the event.**
- **That when events are held on Council owned parks and recreational spaces, that the goods and services offered by Traders are not similar to those provided during the operating hours of any permanent structure sited at that location.**

10.2 PROCEDURE: MAKING A SPECIAL EVENT TRADING APPLICATION

10.3 The event organiser will notify the Events Team at Ashfield District Council of the intended event.

10.4 Within the Event Application submitted by the event organiser to the Council, details of each trader and the goods being sold from each stall / vehicle / unit will have been provided. The Events Team at the Council will forward a copy of the Event Application to the Licensing Team.

10.5 The Licensing Team will contact the event organiser to discuss the proposed trading at the event, and forward a Special Events Trading Application to the event organiser for completion, submission and payment of the appropriate fee.

10.6 The fee payable by the event organiser will depend on the number of trading stalls attending the event. Details as to the fees applicable to Special Events Trading Consents can be found on the Councils website or on enquiry to the Licensing Authority.

10.7 If any stall / vehicle / unit at the event sells alcohol, or provides hot food and / or hot beverages after 11.00 p.m. the Licensing Team will advise the event organiser that a Temporary Event Notice granted in accordance with the Licensing Act 2003 will be required to cover these licensable activities.

10.8 A copy of the Special Events Trading Consent (listing each Trader) must be displayed at all stalls / vehicles / units trading at the event.

11. MARKETS

- 11.1 Markets (including Temporary Markets) held in the market towns of the District fall outside of the scope of the Street Trading Policy.
- 11.2 A market is comprised of not less than five stalls, stands, vehicles or pitches from which articles are sold and may sometimes be held as part of a wider event. The Council's Market Policy can be found at:
www.ashfield.gov.uk/markets,
- 11.3 Alternatively Ashfield Markets can be contacted on 01623 551385, or by email at: **markets@ashfield.gov.uk**
- 11.2 The Council has adopted two locations for Street Trading where local markets take place, but Street Trading is not permitted at these locations during the hours that the Markets are in operation.

12. ENFORCEMENT

- 12.1 The Council is committed to enforcing the provisions contained within the relevant legislation, and to work in partnership with all enforcement agencies, in order to promote a consistent, transparent and proportionate approach to the enforcement of licensing matters.
- 12.2 Where licensable activities are conducted without the relevant permissions having been granted by the Licensing Authority, or where conditions / permitted trading hours are breached, the Council will gather evidence and take the necessary enforcement actions as required.

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13. FEES & CHARGES

- 13.1 Fees are set and reviewed annually on a full cost recovery basis.
- 13.2 The level of fees applicable to the Street Trading function takes into account the administrative costs associated with the consideration of applications, the issue and administration of the Consent, and the costs associated with compliance checks carried out by the Licensing Authority to ensure that Traders operate in accordance with the conditions of their Consent.
- 13.3 Details as to the fees applicable to the Street Trading function can be found on the Councils website or on enquiry to the Licensing Authority.
- 13.4 Details as to acceptable payment options can be found on the Council website or on enquiry to the Licensing Authority.
- 13.5 No application will be deemed valid until payment of the appropriate fee (or payment of the initial fee if opting to pay by monthly instalments), and all agreed instalment plans must be maintained in accordance with the terms of the payment agreement.
- 13.6 Where trading ceases during the term of a Street Trading Consent or Mobile Trading Consent, refunds will not be issued for any outstanding period of less than three months.
- 13.7 Where a Special Event Trading Consent has been granted, no refund will be issued should a Trader not attend the event, or the event is cancelled.

14. EQUALITY AND DIVERSITY

- 14.1 Ashfield District Council is committed to promoting equal opportunities, valuing diversity and tackling social exclusion.

The Council will aim to provide opportunities that meet the diverse needs of different people and groups of people by ensuring that services and employment opportunities are accessible to all.

Everyone will be treated fairly and with respect. Diverse needs will be understood and valued. The Council will aim to eradicate all forms of discrimination.'

Further information on the Council's policy can be viewed on the website at: **www.ashfield.gov.uk**

- 14.2 Advice and guidance will be made available in English which is the most common language of customers and stakeholders.

On request the Council will signpost customers to providers of guidance and information relating to translation services.

15. LICENSING AUTHORITY CONTACT DETAILS

Licensing Team
Ashfield District Council
Council Offices
Urban Road
Kirkby in Ashfield
Nottinghamshire
NG17 8DA

Tel: 01623 457589

Email: licensing@ashfield.gov.uk

Web: www.ashfield.gov.uk/streettrading

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APPENDIX A: STANDARD CONDITIONS - STREET TRADING CONSENTS

1. No trading to which this Street Trading Consent attached consent relates shall take place other than in accordance with the times and days stated on the Street Trading Consent.
2. The holder of the Street Trading Consent shall ensure that the stall / vehicle / unit is positioned only in the designated space of the location for which the Street Trading Consent is granted.
3. Trading shall only be carried out from the stall / vehicle / unit detailed within the application for which this Street Trading Consent is granted.
4. The holder of the Street Trading Consent shall ensure that the stall / vehicle / unit is kept in a clean, safe and well maintained condition, and be of an appearance acceptable to the Council.
5. The Street Trading Consent holder shall conduct the business in such a manner to ensure that:
 - no nuisance is caused to the occupiers of premises / properties in the immediate vicinity;
 - no obstruction is caused to other vehicles or pedestrians by the siting of the stall / vehicle / unit;
 - no danger is caused to occupiers of premises / properties in the immediate vicinity, or to other users of the location of the stall / vehicle / unit.
6. The holder of the Street Trading Consent shall provide customers with a means of disposal for any litter associated with the sales of goods from the stall / vehicle / unit.
7. The holder of the Street Trading Consent shall ensure that the trading location is left clear of refuse at the completion of trading each day; and that the area in the immediate vicinity of the stall/ vehicle / unit is kept clear of all refuse originating from their trade at all times.
8. The holder of the Street Trading Consent shall ensure that all waste originating from their trade is disposed of responsibly and in an environmentally-friendly manner.
9. The holder of the Street Trading Consent shall not provide any facilities such as tables or seating (either internally or externally) without having first sought the permission of the Council. Should the provision of tables and seating be likely to result in a nuisance or annoyance to those occupiers of premises and properties in the immediate vicinity or present a danger to the users of the street, such permission will not be granted, or any previous permission will be rescinded.
10. The holder of the Street Trading Consent shall seek the approval of the Council prior to affixing any signage, livery or and advertisements to the stall / vehicle / unit.
11. The holder of the Street Trading Consent shall notify the Council of any proposed changes to be made to the stall / vehicle / unit to which the Street Trading Consent is granted, and shall not undertake such changes until the Council has first approved the proposals.

12. The holder of the Street Trading Consent shall notify the Council of any proposed replacement stall / vehicle / unit to which the Street Trading Consent is granted, and shall not replace the existing stall / vehicle / unit until the Council has first approved the proposed replacement stall / vehicle / unit.
13. The holder of the Street Trading Consent shall comply with all statutes, statutory instruments and byelaws currently in force; in particular the requirements of the Health & Safety at Work Act 1974, the Food Safety Act 1990 and associated regulations, The Food Hygiene (England) Regulations 2006 and the Environmental Protection Act 1990.
14. All staff involved in the preparation of food shall hold a current Level 2 food safety certificate, accredited by the Chartered Institute of Environmental Health, the Royal Society of Health, or the Royal Institute of Public Health and Hygiene.
15. The holder of the Street Trading Consent shall take adequate precautions to prevent the risk of fire at the stall / vehicle / unit. A serviceable fire blanket and suitable fire extinguisher/s shall be provided at all times.
16. The holder of the Street Trading Consent shall ensure that where the stall / vehicle / unit has a 240 volt electrical system that an up to date annual electrical safety certificate is in force.
17. The holder of the Street Trading Consent shall ensure that where gas cylinders are used that an up to date annual gas safety certificate is in force.
18. The holder of the Street Trading Consent shall ensure that a first aid kit is maintained on the stall / vehicle / unit and made available to any customers injured by the activities of the business operation.
19. The holder of the Street Trading Consent shall notify the Council as to the identity of any person employed to operate his / her stall / vehicle / unit.
20. The holder of the Street Trading Consent shall not sub-let his / her stall / vehicle / unit to another person.
21. The holder of the Street Trading Consent shall ensure that the Street Trading Consent issued by the Council is clearly displayed within the stall / vehicle / unit when trading, and is to be produced on demand to any Authorised Officer.
22. The holder of the Street Trading Consent shall have and maintain a proper insurance policy against public liability and third-party risks. The minimum insurance cover shall be £5,000,000 and shall cover the holders' stall / vehicle / unit and any additional equipment under their control.
23. The holder of the Street Trading Consent shall maintain any instalment plan for the payment of the Street Trading Consent issued by the Council in accordance with the terms of the instalment arrangement. Failure to adhere to the terms of the instalment arrangement shall likely result in the forfeiture of the Street Trading Consent.
24. The holder of the Street Trading Consent shall understand that any failure to comply with the conditions and permitted trading hours attached to the Street Trading Consent may result in the Street Trading Consent being revoked.

APPENDIX B: STANDARD CONDITIONS: MOBILE TRADING CONSENTS

1. No trading to which this Mobile Trading Consent relates shall take place other than in accordance with the times and days stated on the Mobile Trading Consent.
2. No trading to which this Mobile Trading Consent relates shall take place at any Council owned park or recreational spaces during the operating hours of any permanent structure sited at such a location that offers similar goods and services.
3. No trading to which this Mobile Trading Consent relates shall take place other than from the permitted vehicle stated on the Mobile Trading Consent.
4. The holder of the Mobile Trading Consent shall ensure that when carrying out the trading activities permitted on the Mobile Trading Consent that:
 - The vehicle shall not wait in one location for more than twenty minutes.
 - The vehicle shall move at least 50 metres from the last trading location and shall not return to that location within four hours.
 - The vehicle shall move from location to location within the permitted area.
 - The vehicle shall not trade or park within 100 metres of any entrance to any educational establishment, unless a prior formal invitation has been issued by the educational establishment.
5. The holder of the Mobile Trading Consent shall ensure that the vehicle is kept in a clean, safe and well-maintained condition, and be of an appearance acceptable to the Council.
6. The holder of the Mobile Trading Consent shall conduct the business in such a manner to ensure that:
 - no nuisance is caused to the occupiers of premises / properties in the immediate vicinity;
 - no obstruction is caused to other vehicles or pedestrians by the siting of the vehicle;
 - no danger is caused to occupiers of premises / properties in the immediate vicinity, or to other users of the location of the vehicle.
7. The holder of the Mobile Trading Consent shall provide customers with a means of disposal for any litter associated with the sales of goods from the vehicle.
8. The holder of the Mobile Trading Consent shall ensure that all waste originating from their trade is disposed of responsibly and in an environmentally-friendly manner.
9. The holder of the Mobile Trading Consent shall seek the approval of the Council prior to affixing any signage, livery or and advertisements to the vehicle.
10. The holder of the Mobile Trading Consent shall notify the Council of any proposed changes to be made to the vehicle to which the Mobile Trading Consent is granted, and shall not undertake such changes until the Council has first approved the proposals.
11. The holder of the Mobile Trading Consent shall notify the Council of any proposed replacement vehicle to which the Mobile Trading Consent is granted, and shall not replace the existing vehicle until the Council has first approved the proposed replacement vehicle.

12. The holder of the Mobile Trading Consent shall comply with all statutes, statutory instruments and byelaws currently in force; in particular the requirements of the Health & Safety at Work Act 1974, the Food Safety Act 1990 and associated regulations, The Food Hygiene (England) Regulations 2006 and the Environmental Protection Act 1990.
13. All staff involved in the preparation of food shall hold a current Level 2 food safety certificate, accredited by the Chartered Institute of Environmental Health, the Royal Society of Health, or the Royal institute of Public Health and Hygiene.
14. The holder of the Mobile Trading Consent shall take adequate precautions to prevent the risk of fire in the vehicle. A serviceable fire blanket and suitable fire extinguisher/s shall be provided at all times.
15. The holder of the Mobile Trading Consent shall ensure that where the vehicle has a 240 volt electrical system that an up to date annual electrical safety certificate is in force.
16. The holder of the Mobile Trading Consent shall ensure that where gas cylinders are used that an up to date annual gas safety certificate is in force.
17. The holder of the Mobile Trading Consent shall ensure that a first aid kit is maintained in the vehicle to treat any customers injured by the activities of the business operation.
18. The holder of the Mobile Trading Consent shall notify the Council as to the identity of any person employed to operate his / her vehicle.
19. The holder of the Mobile Trading Consent shall not sub-let his / her vehicle to another person.
20. The holder of the Mobile Trading Consent shall ensure that the Mobile Trading Consent issued by the Council is clearly displayed within the vehicle when trading, and is to be produced on demand to any Authorised Officer.
21. The holder of the Mobile Trading Consent shall have and maintain a proper insurance policy against public liability and third-party risks. The minimum insurance cover shall be £5,000,000 and shall cover the holders' vehicle and any additional equipment under their control. Proof of such cover must be produced to an Authorised Officer on demand.
22. The holder of the Mobile Trading Consent shall maintain any instalment plan for the payment of the Mobile Trading Consent issued by the Council in accordance with the terms of the instalment arrangement. Failure to adhere to the terms of the instalment arrangement shall likely result in the forfeiture of the Mobile Trading Consent.
23. The holder of the Mobile Trading Consent shall understand that any failure to comply with the conditions attached to the Mobile Trading Consent may result in the Mobile Trading Consent being revoked.
24. The holder of the Mobile Trading Consent shall understand that should evidence be obtained that trading has occurred outside of the times and days permitted, or at locations within the Ashfield District not listed on the Mobile Trading Consent that he / she may be prosecuted for committing an offence.

APPENDIX TWO

From: NAME REDACTED

Sent: 26 March 2019 07:54

The following information was submitted through a web form...

Name: REDACTED

Email: REDACTED

Message: Street trading should be restricted to the pre approved designated sites within the local area ie town centre locations what are the 15 sites currently approved trading in none central locations should be avoided as due to lack of resources it would be near impossible to police if general permissions were granted in random locations traders would just try to trade without prior approval due to the fact the location has previously been granted for street trading

From: S.Dennis

Sent: 13 May 2019 10:44

To: J.Alison <J.Alison@ashfield.gov.uk>

Subject: RE: ASHFIELD DISTRICT COUNCIL: DRAFT STREET TRADING POLICY
- CONSULTATION

Couple of observations,

You have not stated that you have consulted with Environmental Services but you have because you sent it to me and likely some of my team but this isn't clear from the email.

In terms of trading near to businesses that provide the same, this isn't explicit for parks and recreational spaces. Please include to remove ambiguity in relation to trading on parks with cafes and trading during events held on council land.

Many thanks

Sam

Report To:	COUNCIL	Date:	25TH JULY, 2019
Heading:	MINUTES OF CABINET AND COMMITTEE MEETINGS PUBLISHED SINCE THE LAST ORDINARY MEETING ON 13TH FEBRUARY, 2019		
Portfolio Holder:	LEADER, COUNCILLOR JASON ZADROZNY		
Ward/s:	N/A		
Key Decision:	N/A		
Subject To Call-In:	N/A		

Purpose Of Report

To present a list of minutes of Cabinet and Committee meetings which have been published since the last ordinary meeting of the Council and for Members to consider whether they wish to give notice of their intention to ask a question of the relevant Chairman under Council Procedure Rule 13.2.

Background

As part of the 2013 annual review of the Constitution, approved by the Council on 6th June, 2013, the former practice of printing the minutes of Cabinet and Committees within the Council agenda papers was discontinued and replaced with an index that lists the minutes published since the previous meeting of the Council. The index outlined below and the web link enables Members to access the minutes on the Council website for perusal as required.

In accordance with Council Procedure Rule 13.2, Members may give notice of their intention to ask a question of a relevant Chairman in respect of the published minutes. Questions are limited to a maximum of two per Member.

MINUTES PUBLISHED SINCE 13TH FEBRUARY, 2019

The minutes are accessible via the Council website:

[Click here to access documents](#)

Committee Meeting:	Date of Meeting:
Cabinet	18 th February, 2019 11 th March, 2019 24 th June, 2019

Licensing Sub Committee	22 nd February, 2019
Planning Committee	28 th February, 2019 28 th March, 2019 26 th June, 2019
Scrutiny Panel A	7 th March, 2019
Audit Committee	11 th March, 2019
Overview and Scrutiny Committee	12 th March, 2019 6 th June, 2019
Licensing Committee	14 th March, 2019
Standards and Personnel Appeals Committee	18 th March, 2019
Scrutiny Panel B	21 st March, 2019
Chief Officers' Employment Committee	17 th April, 2019

Report Author and Contact Officer

Ruth Dennis

Director of Legal and Governance (and Monitoring Officer)

(01623) 457009

r.dennis@ashfield.gov.uk