

COMMUNITY SAFETY BUSINESS PLAN 2024–2027

This Business Plan details the projects and activity undertaken in support of the Broxtowe Borough Council Corporate Plan priority of **COMMUNITY SAFETY**.

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

The Business Plan covers a three-year period but will be revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures is undertaken regularly by General Management Team and reported to Members on a quarterly basis via Members Matters. Cabinet and Overview and Scrutiny Committee will also occasionally receive high level reports on progress against Corporate Plan priorities as required and as part of action planning, target setting and outturn reporting.

The Council's Vision for Broxtowe is 'greener, safer, healthier Broxtowe, where everyone prospers'.

The Council's Values are:

- Going the extra mile: **a strong, caring focus on the needs of communities**
- Ready for change: **innovation and readiness for change**
- Employees: **value our employees and enable the active involvement of everyone**
- Always improving: **continuous improvement and delivering value for money**
- Transparent: **integrity and professional competence**

The Council's Priorities and Objectives for Community Safety are 'Broxtowe will be a place where people feel safe and secure in their communities':

- Reduce anti-social behaviour in Broxtowe
- Work with partners to reduce violence and improve Public Safety
- Reduce Drug and Alcohol Use

1. PUBLISHED STRATEGY AND POLICY DOCUMENTS SUPPORTING THE DELIVERY OF PRIORITIES AND OBJECTIVES

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Corporate Plan	The Council's overarching plan for its priorities, targets and objectives. The plan sets out priorities to achieve the vision for 'A greener, safer, healthier Broxtowe where everyone prospers' with focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment	April 2024	Chief Executive
Business Strategy	Designed to ensure that the Council is: <ul style="list-style-type: none"> • Lean and fit in its assets, systems and processes • Customer focused in all its activities • Commercially minded and financially viable • Making best use of technology 	Updated annually	Deputy Chief Executive
Medium Term Financial Strategy	The Council's key financial planning document. In detailing the financial implications of the Corporate Plan, the MTFS provides a reference point for corporate decision-making and helps to ensure that the Council can optimise the balance between its financial resources and the delivery of its priorities. The MTFS informs the annual budget-setting process, ensuring that each year's budget is considered within the context of the Council's ongoing sustainability over the entirety of the planning period	Updated annually	Deputy Chief Executive Head of Finance Services
Capital Strategy	An overarching summary document which encompasses all capital and treasury activity including the capital programme, financing planning, accounting policies and asset management	Updated annually	Deputy Chief Executive Head of Finance Services

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Nottinghamshire Police and Crime Plan 2021 – 2025	Sets out the Police and Crime Commissioners strategic priorities for dealing with crime. These are <ul style="list-style-type: none"> • Protecting people from harm • Helping and supporting victims • Tackling crime and antisocial behaviour • Transforming services and delivering quality policing 	2025	Nottinghamshire Office of the Police and Crime Commissioner
Broxtowe Corporate Anti-Social Behaviour Policy	Provides details on how the Council will tackle anti-social behaviour (ASB)	January 2024	Chief Executive
Ending Violence Against Women and Girls Strategy 2021 – 2024	National strategy which sets out details of the government’s vision to tackle violence against women and girls. Both county and districts give due regard to this	2024	Home Office
Nottinghamshire Safeguarding Adults Board Interim Strategic Plan 2022 – 2025	Sets out the strategic direction of the Board, working in partnership with Nottinghamshire citizens, along with statutory and non-statutory agencies, to deliver a joined-up service to those adults at most risk of abuse and neglect, across the county Interim plan in place due to pandemic	2025	Independent Chair of Nottinghamshire Health and Wellbeing Board
Broxtowe Safeguarding Children Policy 2022 – 2025	Outlines the Council’s and its employee’s responsibilities and procedures in relation to safeguarding children	2025	Head of Communities
Broxtowe Safeguarding Adults Policy 2022 – 2025	Outlines the Council’s and its employee’s responsibilities and procedures in relation to safeguarding adults	2025	Head of Communities
Broxtowe Contaminated Land Strategy	Purpose of strategy is to detail how the Council will take a rational, ordered and efficient approach to inspecting the land within its duty under the Environmental Protection Act 1990	March 2024 then to be reviewed every 5 years	Head of Environmental Health. Licensing and Private Sector Housing

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Broxtowe Hackney Carriage and Private Hire Policy	Declares the Council's policies in relation to licensing, enforcement and appeals procedures for all taxi matters	Under constant review	Licensing Manager
Broxtowe Statement of Licensing Policy	Declares the Council's policies under its Licensing Act 2003 duties	2024	Licensing Manager
Broxtowe Gambling Licensing Statement	Outlines the Council's policies under its Gambling Act 2005 duties	2025	Licensing Manager
Broxtowe Sex Establishment Policy	Outlines the Council's policy on sex establishments and sexual entertainment venues	2028	Licensing Manager
Broxtowe Housing Strategy 2020 – 2024	Sets out the strategic direction for housing services provided by Broxtowe Borough Council	June 2024	Head of Housing
Broxtowe Enforcement Policy	Sets out the way the Council will undertake its enforcement activities	2023	Head of Environmental Health, Licensing and Private Sector Housing
Broxtowe Empty Homes Strategy	Outlines the Council's approach to dealing with empty homes in the borough	2024	Head of Environmental Health, Licensing and Private Sector Housing
Broxtowe Dog Control Policy	Outlines the Council's approach to dealing with the control of dogs	2024	Head of Environment
Food Service Plan	Informs on the Council's activity in this area	2024	Head of Environmental Health, Licensing and Private Sector Housing

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Broxtowe Crime Reduction Plan 2023 – 2026	Details actions to be taken to ensure that crime and ASB are tackled effectively across Broxtowe	2026	Head of Communities
Broxtowe Modern Slavery and Human Trafficking Statement	Details the steps the Council has taken to understand potential modern slavery risks related to its business and to put in place measures that are aimed at ensuring that these offences are not committed in its own business or its supply chains	Updated annually	Head of Communities
Hate Crime Pledge 2023	Details the Council's commitment to working in partnership to eradicate hate crime across the borough	2026	Head of Communities
Serious and Organised Crime Strategy 2023 – 2026	To contribute to the targeting and disruption of serious and organised crime in Broxtowe	2026	Head of Communities
Serious Violence Response Strategic Framework 2022 - 25	Sets out how the Nottingham and Nottinghamshire Violence Reduction Unit will work with communities to prevent violence and reduce its harmful impacts	2025	Nottingham and Nottinghamshire Violence Reduction Unit
Serious Violence and Violence Against Women and Children Strategy	Sets out how the Borough Council will prevent incidents and support and respond to survivors of serious violence and Domestic Abuse	2024	Head of Communities

1. SERVICE LEVEL OBJECTIVES LINKED TO CORPORATE OBJECTIVES

Objective (CS1) – Reduce anti-social behaviour in Broxtowe

Public Protection

➤ Communities

- Promote a safer community through partnership working and via the South Notts Community Safety Partnership making Broxtowe a place where people feel safe and secure within their community.
- Develop, improve and coordinate activities aimed at reducing incidents of ASB and carrying out enforcement where all other avenues to resolve have failed.
- To effectively run and manage an Anti-Social Behaviour Panel made up of representatives of partner agencies
- To effectively run and manage a Complex Case Panel made up of representatives of partner agencies
- To develop, improve and coordinate a targeted response to changing crime trends in identified areas of Broxtowe, using external funding, in order to reduce crime and anti-social behaviour
- To provide access to a Sanctuary service for those at high risk of Domestic Violence to enable them to stay in their own homes
- To work in partnership to provide support for vulnerable people
- To work in partnership to provide better outcomes for children and young people

➤ Environmental Health

- Effectively dealing with statutory nuisance and other aspects of anti-social behaviour

➤ Licensing

- Ensure prevention of nuisance, crime and disorder, and harm to children by effective administration and enforcement of the relevant licensing legislation and functions

➤ Housing

- To provide a tenancy management and independent living service
- To enable residents to have quiet enjoyment of their homes
- To investigate and resolve anti-social behaviour in council tenancies

➤ Administrative Services

- To develop and provide a responsive efficient and cost effective SCS/Security service to help tackle crime, disorder, and anti-social behaviour

➤ Legal Services

- Provide an experienced and high quality legal service to all departments in the Council, members in order to assist in achieving the Council's five corporate objectives

Objective (CS2) – Work with partners to reduce violence and improve public safety

Public Protection

➤ Communities

- Coordinate complex case panels to create multi agency action plans for survivors of domestic abuse who are identified as having complex support needs
- Raise awareness in the community of issues associated with domestic abuse and ensure staff are trained to recognise and report concerns
- To provide a single point of contact within the organisation in respect of domestic abuse
- To work with partner agencies to ensure anyone affected by domestic abuse who we become aware of receives the most appropriate advice and support
- To provide access to a Sanctuary service for those at high risk of Domestic Violence to enable them to stay in their own homes
- To maintain the Councils Accreditation for White Ribbon
- Manage Broxtowe's involvement in Neighbourhood Safeguarding and Disruption and the Nottinghamshire Child Criminal Exploitation Panel meetings to create multi agency action plans for perpetrators or those at risk of knife crime
- Work with the Police to identify those involved in, or at risk of being involved in knife crime.
- Implement actions contained within Broxtowe's Violence section of the Broxtowe Crime Reduction Plan including actions to address shoplifting, abuse of shop employees and cycle theft.
- Work with the Violence Reduction Partnership to deliver activity locally, and promote safety for women and girls.
- Deliver the Serious Violence Duty

➤ Administration Services

- Maintain and keep under review a comprehensive surveillance system to promote security within the Borough of Broxtowe.
- Ensure safety within car parking areas owned and managed by Broxtowe Borough Council

➤ Housing

- To provide housing services that are equally accessible and relevant to all groups in need, and to recognise and respond to the different needs of our customers.
- To provide housing support to those at high risk of homelessness and domestic abuse

Objective (CS3) – Drug and Alcohol Use

Public Protection

➤ Communities

- Work with partners to promote access to treatment services for alcohol and drugs
- Develop a strategy to work in partnership to reduce alcohol and drug use and support people who experience disadvantage through drug and alcohol use
- Promote education within schools on drug and alcohol issues

➤ Housing

- Support people who are rough sleeping or experiencing addiction to find the security of housing

2. MEASURES OF PERFORMANCE AND SERVICE DATA

Context – Baseline Service Data

Communities

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
All crime (ComS_001)	6,180	6,358*	7,162*	Crime Data is not “owned” by Broxtowe and we have no access to Police analytical services. *Data is dependent on search parameters being standardised so crime data may not be comparable with previous years
No. of burglary at dwellings (ComS_007)	563	291	376	Burglary at Dwelling includes Shed Burglary, Garden Thefts and Burglary from Commercial Premises since 2019 so is a direct comparison on previous years
No. of vehicle crimes (ComS_008)	-	494	579	Data includes theft of, theft from and vehicle interference with a vehicle so isn't a comparison with previous years
No. of incidents of robbery (ComS_009)	-	53 (revised January 2023)	71	Data from 2022 now includes both personal robbery and from business premises so isn't a comparison with previous years
Total violence (with injury) (ComS_010)	-	2,191	2,279	Data recording has changed such that this is not a

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
				comparison with previous years
ASB Incidents (police) (ComS_011)	2,881	2,185	2,139	2020/21 Increase in complaints due to breaches of COVID-19 lockdown recorded as ASB.
ASB cases received by Environmental Health (ComS_012)	561	433	438	
ASB cases received by Housing Division (general housing) (ComS_013)	118	84	92	
ASB cases received by Communities (ComS_014)	67	46	60	2020/21 Increase on previous years due to impact of COVID-19. 2022 onward increase due to recording of all ASB cases managed by Communities.
Hate crime incidents reported in Broxtowe (ComS_020)	93 (Oct 2020 – Sept 2021)	99	72	2020/21 data October 2020 – September 2021 only data accessible
High risk cases of domestic violence in Broxtowe reported to South Nottinghamshire Multi-Agency Risk Assessment Conference (MARAC) (ComS_024a)	107	153	181	This trend has been noted across Nottinghamshire
Repeat high risk cases of domestic violence in Broxtowe reported to South Nottinghamshire MARAC (ComS_024b)	27	27	67	This trend has been noted across Nottinghamshire
High risk cases of domestic violence in Broxtowe reported to South Nottinghamshire MARAC which are repeats % (ComS_024)	25%	18%	37%	This trend has been noted across Nottinghamshire
Domestic abuse (incidents and crime) reported in Broxtowe (ComS_025)	786	789	1,150	2022 data now includes harassment, stalking, malicious communications, controlling or coercive behaviour and DA related racially or religiously aggravated harm
Requests for Community Trigger received by the Council (ComS_028)	5	3	1	

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
Public Spaces Protection Orders made (ComS_029)	10	0	0	All public space protection orders reviewed and renewed 19 April 2023. Next renewal due April 2026
Acceptable Behaviour Contracts (ABC) issued across the borough (ComS_002)	0	0	0	The introduction of Community Protection Warnings (CPW) in the 2014 Act has reduced the number of cases where ABCs are appropriate
Injunctions imposed as a result of Council action (ComS_016)	1	1	0	
Time for ASB incidents reported to Environmental Health to be closed: <ul style="list-style-type: none"> • Less than 3 months (ComS_012a) • Between 3 and 6 months (ComS_012b) • Over 6 months or still open (ComS_012c) 	399 42 23	343 40 33	327 28 29	
Time for ASB incidents reported to Housing to be closed: <ul style="list-style-type: none"> • Less than 3 months (ComS_013a) • Between 3 and 6 months (ComS_013b) • Over 6 months or still open (ComS_013c) 	92 19 7	73 18 10	66 20 7	
Time for ASB incidents reported to Community Safety to be closed: <ul style="list-style-type: none"> • Less than 3 months (ComS_014a) • Between 3 and 6 months (ComS_014b) • Over 6 months or still open (ComS_014c) 	68 3 0	36 18 1	41 7 1	
Individuals discussed at ASB multi-agency panel (ComS_017)	13	21	7	
Time an individual remains on the ASB panel agenda (ComS_015) <ul style="list-style-type: none"> • Less than 3 months (ComS_015a) 	1	4	0	

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
<ul style="list-style-type: none"> • Between 3 and 6 months (ComS_015b) • Over 6 months or still open (ComS_015c) 	6	9	0	
	4	4	7	
Community Protection Notice warning letters issued by Council (ComS_018a)	30	13	11	
Community Protection Notices warning letters issued by Police (ComS_018b)	17	12	5	Figure based on number the Council are informed of. CPW's data is not recorded by Police
Community Protection Notices served by the Council (ComS_019a)	6	5	1	
Community Protection Notices served by the Police (ComS_019b)	4	2	1	Figure based on number the Council are informed of. CPW's data is not recorded by Police

Environmental Health

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
Food business Inspections (ComS_038)	35	1,072	560	Government guidance followed about interventions to prioritise. Interventions achieved in 2022/23. Only 18 unrated premises were carried forward into 2023/24 some of these could not have been inspected as were not due to start trading until after April 2023. Compliance with the FSA Recovery plan ahead of the end June 2023 deadline. Participated in sampling and increased work in relation to certification of high risk foods of non-animal origin being exported
Food business re-inspections (ComS_039)	12	13	8	Visits undertaken in accordance with government guidance. These are requested by the food business operator and not visits the Council has prioritised for follow up
Food establishments subject to formal enforcement actions - Written Warnings (ComS_040)	90	1,000	271	
Food complaints/service requests (ComS_041)	377	238	182	These relate to service requests and are in addition to the proactive advice provided to new business operators
Infectious disease notifications investigated (ComS_042)	17	12	32	2022/23 A wide range of different notifications of food borne illness investigated
Health & Safety Inspections (ComS_043)	12	33	23	Excludes inspections of licensed premises such as massage and special treatments
Health & Safety complaints/service requests (ComS_044)	405	68	21	Excludes Statutory accident notifications
Health and Safety accidents (ComS_045)	38	36	38	

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
Licensing/Registration actions (ComS_046)	234	307	386	High demand for changes, renewals and new licensing and registration activities. Participation in a licence review/hearing
Pollution complaints (including noise) (ComS_047)	671	669	651	Includes all Environmental Health anti-social behaviour cases (see ComS_012)
Traveller encampments in the Borough (ComS_089)	0	5	3	
Traveller encampments on Council owned land (ComS_089b)	0	2	3	

Licensing

Service Data Description (Pentana Code)	Actual 2020/21	Actual 2021/22	Actual 2022/23	Comments including benchmarking data
Licences processed (ComS_065)	1,012	1,058	1,048	
Licensing Act premises inspected (ComS_066)	105	49	51	2020/21 Includes a number of COVID-19 Compliance checks
Gambling Act premises inspected (ComS_067)	0	1	5	Gambling premises closed for much of 2020/21
Other premises visited (ComS_068)	0	6	5	Few premises open in 2020/21

CRITICAL SUCCESS INDICATORS (CSI)

Priority leaders work corporately and have **defined** the **outcome objective** for each priority area and have **identified outcome indicators** that are **Critical Success Indicators**.

Reduce anti-social behaviour in Broxtowe (CS1)

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
Reduction in reported ASB cases in Broxtowe Nottinghamshire Police (ComS_011)	2,881	2,185	2,139	2,000	1,900	1,800	Head of Communities
Reduction in ASB cases reported in the borough to:							
• Environmental Health (ComS_012)	561	433	438	400	400	400	Head of Environmental Health, Licensing and Private Sector Housing
• Housing (ComS_013)	118	84	92	100	100	100	Housing Operations Manager
• Communities (ComS_014)	67	46	60	60	60	60	Head of Communities
							The ASB team take referrals of neighbour nuisance where no crimes are being committed from the Police so numbers will remain high.

Work with partners to reduce violence and improve public safety (CS2)

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
High risk domestic abuse cases re-referred to the Multi Agency Risk Assessment Conference [expressed as a % of the total number of referrals] (ComS_24)	25%	18%	37%	30%	25%	20%	Head of Communities
Domestic abuse reported in the borough (ComS_025)	786	789	1,150	1,100	1,100	1,100	From 2022 data includes harassment, stalking, malicious communications, controlling or coercive behaviour and racially or religiously aggravated harm so will remain high. Target includes encouraging reporting
Residents surveyed who feel safe when outside in the local area after dark % (ComS_033)	65%	58%	59%	60%	62%	65%	Head of Communities Annual figures Nottinghamshire Police and crime commissioner survey / Resident's Survey

Reduce Drug and Alcohol Use (CS3)

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
(New Indicator)							

OTHER PERFORMANCE INDICATORS

Priority leaders also identified two further sets of performance indicators namely **Key Performance Indicators (KPI)** for reporting to GMT and Members and **Management Performance Indicators (MPI)** for use in business planning and performance monitoring at a service level.

Key Performance Indicators (KPI)

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
Environmental Health related ASB cases closed in less than three months No. received (ComS_012) Closed in 3mths % (ComS_012d)	561 71%	433 79%	438 75%	400 82%	400 82%	400 82%	Head of Environmental Health, Licensing and Private Sector Housing
Council Housing related ASB cases closed in less than three months No. received (ComS_013) Closed in 3mths % (ComS_013d)	118 78%	84 87%	92 72%	100 85%	100 85%	100 85%	Housing Operations Manager

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
<p>Communities related ASB cases closed in less than three months</p> <p>No. received (ComS_014)</p> <p>Closed in 3mths % (ComS_014d)</p>	68	46	60	60	60	60	<p>Head of Communities</p> <p>2020/21 66 new cases received 68 cases closed some of which were received in 2019/20</p> <p>A proportion of neighbour nuisance cases are complex, relate to multiple types of ASB and involve counter complaints which prevent early closure</p> <p>The ASB team take referrals of neighbour nuisance where no crimes are being committed from the Police which are more complex</p>
<p>Residents surveyed who feel safe when outside in the local area during the day (%) (ComS_032)</p>	n/a%	n/a%	n/a%	96%	96%	96%	<p>Head of Communities</p> <p>Annual figures Nottinghamshire County Council survey.</p> <p>Figures from Nottinghamshire County Council survey 2020/21, 2021/22 and 2022/23 not yet available</p>
<p>Food Inspections – High Risk - Inspect all businesses due for inspection in accordance with a pre-planned programme based on risk (ComS_048)</p>	5%	95%	100%	100%	100%	100%	<p>Head of Environmental Health, Licensing and Private Sector Housing</p> <p>Risk Categories A, B & C determined by the Food Law Code of Practice and premises subject to an 'official control' as defined by the EU e.g. inspection or audit.</p>

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
Food Inspections – Low Risk - Inspect all businesses due for inspection in accordance with a pre-planned programme based on risk (ComS_049)	1%	85%	100%	100%	100%	100%	Head of Environmental Health, Licensing and Private Sector Housing Risk category D and E as determined by the Food Law Code of Practice. All work prioritised in accordance with Food Standards Agency (FSA) Guidelines.

MANAGEMENT PERFORMANCE INDICATORS (MPI)

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
Health and Safety - Complete a programme of intervention visits at targeted workplaces (ComS_052)	0%	80%	50%	60%	60%	60%	Head of Environmental Health, Licensing and Private Sector Housing Work plan for Health and Safety interventions in place for 2023/2024 to prioritise proactive interventions based on national and local priorities including gas safety in commercial premises.

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
Health and Safety - Respond to specific complaints/ accident notifications/ requests which may prejudice health and safety in the short term within 1 working day, and all others as soon as practicable and within 5 working days of receipt (ComS_044 – (number of)) (ComS_053 – (%))	405 87%	68 90%	21 85%	60 100%	60 100%	60 100%	Head of Environmental Health licensing and Private Sector Housing Figures not set as a target, just response rate. The drop in response times achieved is due to triaging accident reports and where accidents are not actually notifiable or linked with activities people participate in that have some risk, whilst followed up these may be dealt with together at a later visit.
Inspect all residential caravan sites once a year (%) (ComS_054)	0%	100%	100%	100%	100%	100%	Head of Environmental Health, Licensing and Private Sector Housing
Non-statutory licences approved/ issued within 14 days of full application received (%) (ComS_069)	99%	100%	100%	100%	100%	100%	Licensing Manager
Number of pro-active liquor licensing inspections (ComS_093a)	-	49	51	50	50	50	Licensing Manager
Number of pro-active hackney / private hire inspections (ComS_093b)	-	21	21	30	30	30	Licensing Manager
Number of gambling pro-active inspections (ComS_093c)	-	1	5	10	10	10	Licensing Manager

Indicator Description (Pentana Code)	Achieved 2020/21	Achieved 2021/22	Achieved 2022/23	Target 2023/24	Target 2024/25	Future Years	Indicator Owner and Comments (incl. benchmarking)
Number of other licensing pro-active inspections (ComS_093d)	-	4	5	5	5	5	Licensing Manager
Number of pro-active animal licence inspections (ComS_097)	-	6	15	8	10	10	Head of Environmental Health, Licensing and Private Sector Housing

3. KEY TASKS AND PRIORITIES FOR IMPROVEMENT 2024/25 – 2026/27 INCLUDING COMMERCIAL ACTIVITIES

Priority leaders are asked to consider potential **commercial activities** in their priority areas when setting the key tasks and priorities for the next three years. In doing so priority leaders should consider: In which service areas could new commercial activities be undertaken?

- How much additional income could be generated from the new commercial activities?
- Would additional resources (employees, equipment, systems etc.) be needed to undertake the new commercial activities? If yes, outline these with estimates of costs.
- How will these new commercial activities link into the Council’s Medium Term Financial Strategy, Capital Programme, Business Strategy and Commercial Strategy?
- Will the new commercial activities affect existing Revenue and Capital budgets? If yes, then remember to include the costs.
- Please identify new ‘**commercial activities**’ in the comments column.

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Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Produce and implement a Broughton Crime Reduction Plan 2023 – 2026 BCRP (New)	Reduction in all crime types and improvements in community confidence	Police / County Council / Voluntary Sector/Fire Service	Senior Communities Officer Crime and ASB 2026	Dependent on resources being allocated by Police and Crime Commissioner The plan draws in approx. £43k in in kind contributions from partners
Deliver the Safer Streets 5 Action Plan for Beeston Oct 2023 – Apr 2025 COMS2224_02a	Reduction in Crime, ASB, Shop Theft, Cycle Theft, all and improvements in feeling safe and community confidence	Police / OPCC	Head of Communities April 2025	The plan draws in £95,570 in Home Office funding and the equivalent in match funding contributions from partners

Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Deliver the Safe4ALL Action Plan for Chilwell and Stapleford 2023 – 2024 COMS2427_04 (New)	Reduction in Crime, ASB, Drug dealing, all and improvements in feeling safe and community confidence	Police / OPCC	Head of Communities April 2025	The plan draws in £36,000 PCC funding
Deliver the Safe4ALL Action Plan for Beeston 2023 – 2025 COMS2427_05 (New)	Reduction in Crime, ASB, Shop Theft, Cycle Theft, all and improvements in feeling safe and community confidence	Police / OPCC	Head of Communities April 2025	The plan draws in £30,600 in PCC funding
Produce and implement Food Service Plan COMS2425_06	Council has a fit for purpose Food Service Plan which informs activity in this area	Food Standards Agency	Head of Environmental Health, Licensing and Public Sector Housing June 2024	Within existing resources and budgets
Review Sanctuary Policy and Procedure COMS2324_02	Deliver Sanctuary Scheme within resources and aligning with countywide recommendations where possible	Sanctuary Steering Group	Head of Communities Senior Communities Officer Violence and Domestic Abuse March 2024	Within existing resources and budgets

Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Review Serious Violence and Violence Against Women and Girls Strategy 2022 – 2024 COMS2324_03	Review Strategy aligning with the Countywide Strategy and in consultation with Domestic Abuse Organisations	Broxtowe Women’s Project	Head of Communities Senior Communities Officer Violence and Domestic Abuse April 2024	Within existing resources and budgets
Consult, Review and renew PSPO’s COMS2526_01 (New)	PSPOs renewed where appropriate and removed where not	Police	Head of Communities Senior Communities Officer Crime and ASB April 2026	Within existing resources and budgets unless extensions are proposed Work will commence in late 2024/25
Review Vulnerable Persons Policy 2023 – 2026 COMS2324_05	Support vulnerable residents in the Borough		Head of Communities March 2027	Within existing resources and budgets

Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Develop and deliver a multi-agency partnership White Ribbon Action Plan 2024 – 2027 COMS2224_08a	Raise awareness of and reduce Domestic Abuse and male violence against women	BWP / Juno / Equation	Head of Communities Senior Communities Officer Violence and Domestic Abuse December 2027	Within existing resources and budgets
Deliver Sanctuary Scheme COMS2224_09	Provide security for survivors of Domestic abuse to enable them to continue to live in their own homes		Senior Communities Officer Violence and Domestic Abuse 2024 – 2027	Within existing resources and budgets
Renew Hate Crime Pledge 2023 COMS2627_11	Reduce Hate Crime and improve reporting and support for victims in the borough		Communities Officer Equalities and Diversity April 2026	Within existing resources and budgets

Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Review and update Communities ASB reporting procedures and documentation to align with Nottinghamshire COMS2427_06 (New)	Deliver an efficient and effective service for residents	Police/ Nottinghamshire Districts / City Council	Head of Communities Senior Communities Officer Crime and ASB December 2024	Within existing resources and budgets
Review and update Sanctuary reporting procedures and documentation to align with Nottinghamshire COMS2427_07 (New)	Deliver an efficient and effective service for residents	Police / County Council / Nottinghamshire Districts / City Council	Head of Communities Senior Communities Officer Violence and Domestic Abuse December 2024	Within existing resources and budgets
Deliver Violence Duty COMS2427_08 (New)	Ensure compliance with the duty	Police / OPCC	Head of Communities 2024 – 2027	Within existing resources and budgets
Deliver PREVENT Duty COMS2427_09 (New)	Ensure compliance with the duty	Police / County Council	Head of Communities 2024 - 2027	Within existing resources and budgets

Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Review and update the Adult Safeguarding Policy COMS2427_10 (New)	Deliver an efficient and effective service for residents	County Council	Head of Communities March 2026	Within existing resources and budgets
Review and update the Child Safeguarding Policy COMS2427_11 (New)	Deliver an efficient and effective service for residents	County Council	Head of Communities March 2026	Within existing resources and budgets
Review and update the Hate Crime Policy COMS2427_12 (New)	Deliver an efficient and effective service for residents	Police	Head of Communities Communities Officer Equalities and Vulnerabilities December 2027	Within existing resources and budgets
Review and update the Hate Crime Strategy COMS2427_13 (New)	Deliver an efficient and effective service for residents	Police	Head of Communities Communities Officer Equalities and Vulnerabilities December 2027	Within existing resources and budgets

Action (Pentana Code)	Targeted Outcome	Partnership / Procurement Arrangement	Officers Responsible / Target Date	Budget Implications / Efficiencies / Other comments
Review and update the Adult Serious Organised Crime Strategy COMS2427_14 (New)	Deliver an efficient and effective service for residents	Police	Head of Communities December 2027	Within existing resources and budgets
Maintain strong partnership to deliver action plans COMS2427_15 (New)	Deliver an efficient and effective service for residents	All Partners	Head of Communities Senior Communities Officer Violence and Domestic Abuse Senior Communities Officer Crime and ASB Communities Officer Health Communities Officer Children and Young People Communities Officer Equalities and Vulnerabilities 2024 - 2027	Within existing resources and budgets

4. LINK KEY TASKS AND PRIORITIES FOR IMPROVEMENT TO THE FINANCIAL BUDGETS

Priority leaders should ensure that key tasks and priorities (including commercial activities) that have a financial implication are included in the analysis below.

Revenue and Capital Budget Implications/Efficiencies Generated	Pentana Action Code	2024/25 Budget £	2025/26 Budget £	2026/27 Budget £
Budget Implications				
Communities - None delivered within current budget				
Efficiencies Generated				
Broxtowe Crime Reduction Plan (Partner contributions funding and in kind - £28K funding and £30K activity)	COMS2324_01	58,000	58,000	58,000
Safer Streets Action Plan (Partner contributions funding and in kind £95,570K funding and £95,570K activity)	COMS2224_02	191,140	unknown	unknown
White Ribbon Action Plan (Partner contributions in kind)	COMS2224_08a	10,000	10,000	10,000
New business/increased income				
Broxtowe Crime Reduction Plan (annual locality funding from OPCC to be determined)	00BCRP	unknown	unknown	unknown
Sanctuary (annual grant from NCC to be determined year on year)	COMS2224_09	unknown	unknown	unknown
Safe4All (£30,600 grant from OPCC 2024/25 – grant from 2025 onwards to be determined)	COMS2427_04 COMS427_05	30,600	unknown	unknown
Safer Streets 5 (grant from OPCC 2024/25 TBC)		95,570	unknown	unknown
Sanctuary and prevention of homelessness for DA victims (grant from DLUHC to be determined 2025 onwards)		35,411	unknown	unknown
Homes for Ukraine grant (Nottinghamshire County Council grant to be determined year on year)		unknown	unknown	unknown
Net Change in Revenue Budgets	NOTE*			

* Budget implications to be considered and confirmed once project business cases have been finalised. External contributions are to be confirmed.

5. SUMMARY OF KEY RISKS

Priority leaders have identified three strategic risks for the Business area and ensured that these are considered in the Council's Strategic Risk Register.

Key Strategic Risk	Action to be taken or required to mitigate/minimise the risk or threat
Failure to contribute effectively to dealing with crime and disorder	Ensure due regard is paid, and adequate resources are made available to effectively deal with crime and disorder
Failure to produce fit for purpose Food Service Plan	Ensure fit for purpose Food Service Plan is produced in timely manner and make adequate resources available to implement
Failure to comply with relevant domestic and European legislation	Close working with Legal Section to ensure compliance with current legislation

The top five risks (strategic or operational) arising from the key tasks and priorities for improvement have also been identified. As part of the project planning process for each key task detailed risk analyses will be undertaken and mitigation actions identified. It is anticipated that there will be 'common themes' identified that are covered by Strategic Risks.

Key Task	Risk or Threat to Key Task	Covered by an existing Strategic Risk?	Action taken/required to mitigate/minimise the risk or threat
Produce and implement a Broxtowe Crime Reduction Plan 2023 – 2026 00BCRP (New)	Partners disengage Actions not delivered	Yes - Risk 12, 13, 21	Officers maintain strong relationships and ensure action plans reflect the aims of partners
Health and Wellbeing Action Plan Pentana Code (New)	Partners disengage Actions not delivered	Yes - Risk 12, 13, 21	Officers maintain strong relationships and ensure action plans reflect the aims of partners
Deliver Sanctuary Scheme COMS2224_09	Residents not protected in their own homes	Yes – Risk 13	New procedures in place and officer cover for leave
Renew Hate Crime Pledge 2023 COMS2224_11	Lead officer workload	Yes - 13 and 21	Lead officers identified
Deliver the Safer Streets 5 Action Plan for Beeston Oct 2023 – Apr 2025 COMS2224_02	Lead officer workload	Yes - 13	Strong Partnerships in place, lead officers identified

Key Task	Risk or Threat to Key Task	Covered by an existing Strategic Risk?	Action taken/required to mitigate/minimise the risk or threat
Deliver the Safe4ALL Action Plan for Chilwell and Stapleford 2023 – 2024 COMS2427_04 (New)	Lead officer workload	Yes - 13	Strong Partnerships in place, lead officers identified
Deliver the Safe4ALL Action Plan for Beeston 2023 – 2025 COMS2427-05 (New)	Actions not delivered	Yes - 13	Strong Partnerships in place, lead officers identified
Review Sanctuary Policy and Procedure COMS2324_02	Partners disengage Actions not delivered	Yes - 13 and 21	Strong Partnerships in place, lead officers identified
Review Serious Violence and Violence Against Women and Girls Strategy 2022 – 2024 COMS2324_03	Partners disengage Actions not delivered	Yes - 13 and 21	Strong Partnerships in place, lead officers identified
Consult, Review and renew PSPO's COMS2526_01 (New)	Lead officer workload	Yes - 13 and 7	Lead officers identified
Review Vulnerable Persons Policy 2023 – 2026 COMS2324_05	Lead officer workload	Yes - 21	Lead officers identified
Develop and deliver a multi-agency partnership White Ribbon Action Plan 2024 – 2027 COMS2224_08a	Partners disengage Actions not delivered	Yes - 13 and 21	Strong Partnerships in place, lead officers identified
Review and update Communities ASB reporting procedures and documentation to align with Nottinghamshire COMS2427_06 (New)	Partners disengage Actions not delivered	Yes - 13 and 21	Strong Partnerships in place, lead officers identified

Key Task	Risk or Threat to Key Task	Covered by an existing Strategic Risk?	Action taken/required to mitigate/minimise the risk or threat
Review and update Sanctuary reporting procedures and documentation to align with Nottinghamshire COMS2427_07 (New)	Partners disengage Actions not delivered	Yes - 13 and 21	Strong Partnerships in place, lead officers identified
Deliver Violence Duty COMS2427_08 (New)	Lead officer workload	Yes - 7	Lead officers identified
Deliver PREVENT Duty COMS2427_09 (New)	Lead officer workload	Yes - 7	Lead officers identified
Review and update the Adult Safeguarding Policy COMS2427_10 (New)	Lead officer workload	Yes - 13 and 21	Lead officers identified
Review and update the Child Safeguarding Policy COMS2427_11 (New)	Lead officer workload	Yes - 13 and 21	Lead officers identified
Review and update the Hate Crime Policy COMS2427_12 (New)	Lead officer workload	Yes - 13 and 21	Lead officers identified
Review and update the Hate Crime Strategy COMS2427_13 (New)	Lead officer workload	Yes - 13 and 21	Lead officers identified
Review and update the Adult Serious Organised Crime Strategy COMS2427_14 (New)	Lead officer workload	Yes - 13	Lead officers identified

List of risks in the Strategic Risk Register as at February 2024:

Risk 7: Not complying with legislation

Risk 12: Failure to engage with partners/community to implement the Broxtowe Borough Partnership Statement of Common Purpose

Risk 13: Failure to contribute effectively to dealing with crime and disorder

Risk 21: Failure to comply with duty as a service provider and employer to groups such as children, the elderly, vulnerable adults etc.

The latest Strategic Risk Register is available in full at <https://intranet.broxtowe.gov.uk/finance/risk-management/>