

7 March 2017

Dear Sir/Madam,

GENERAL PURPOSES COMMITTEE & LICENSING COMMITTEE

Notice is hereby given that a meeting of the **General Purposes Committee** will be held in Room G21, Kelham Hall, Newark on Thursday, 16 March 2017 at **6.00pm**.

Notice is hereby given that a meeting of the **Licensing Committee** will be held in Room G21, Kelham Hall, Newark on Thursday, 16 March 2017 immediately following the General Purposes Committee.

Yours faithfully,



A.W. Muter
Chief Executive

AGENDA

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1. Apologies

GENERAL PURPOSES COMMITTEE

2. Declarations of Interests from Members and Officers
3. Declaration of any Intention to Record Meeting
4. Minutes of the Meeting held on 24 November 2016

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None

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PART 4 – EXEMPT AND CONFIDENTIAL ITEMS

None

GENERAL PURPOSES COMMITTEE

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the **GENERAL PURPOSES COMMITTEE** held on Thursday, 24 November 2016 in Room G21, Kelham Hall at 6.00pm.

PRESENT: Councillor Mrs R. Crowe (Chairman)
Councillor I. Walker (Vice - Chairman)

Councillors: Mrs K. Arnold, Mrs I. Brown, M.G. Cope, D.R. Payne,
Mrs S.E. Saddington, Mrs S. Soar, Mrs. L.M.J. Tift, K.
Walker and B. Wells.

15. APOLOGIES FOR ABSENCE

Apologies for absence were submitted by Councillors D.C. Clarke and Mrs S.M. Michael.

16. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

NOTED: that the following Member declared an interested in the item shown below:

Councillor Mrs S. Soar Agenda Item No. 5 – Application for a Private
Ambulance Driver’s Licence – Personal Interest –
Applicant known to Councillor Mrs Soar.

17. DECLARATION OF INTENTION TO RECORD MEETING

NOTED: that there would be an audio recording of the meeting.

18. MINUTES OF MEETING HELD ON 8 SEPTEMBER 2016

AGREED that the Minutes of the meeting held on 8 September 2016 be approved as a correct record and signed by the Chairman.

19. EXCLUSION OF THE PRESS AND PUBLIC

AGREED (with 9 votes for and 2 against) that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

20. APPLICATION FOR A HACKNEY CARRIAGE/PRIVATE HIRE DRIVER’S LICENCE

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to an application received for a Hackney Carriage/Private Hire Driver’s Licence.

(Summary provided in accordance with 100C(2) of the Local Government Act 1972)

21. APPLICATION FOR A HACKNEY CARRIAGE/PRIVATE HIRE DRIVER'S LICENCE

This item was withdrawn from the Agenda.

22. IMPLICATIONS OF CORONER'S DECISION ON TAXI LICENSING FOLLOWING THE INQUEST INTO THE DEATH OF MARK BUCKLEY

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the implications of the recommendations from a recent Nottinghamshire Coroner's Court decision following the inquest into the death of Mark Buckley who was killed by a taxi driver licensed by Mansfield District Council.

The report set out the details of the incident and that the driver, Mr. Kevin Wiesztort, had pleaded guilty to the charge of causing death by dangerous driving and was sentenced to 45 months imprisonment and disqualified from driving for 5 years on 2 February 2015. It was also reported that following the Crown Court Trial, the Coroner had been invited to consider resuming the inquest as further background matters had been brought to her attention. Paragraph 3 of the report set out the concerns and proposals of potential local actions with 4 issues and their solutions being listed. The proposal listed in the report was to amend the Taxi Licensing Policy to ensure that all the areas of concern were fully addressed. A copy of the Coroner's Report was attached as Appendix One to the report.

In considering the report and the verbal presentation of the Business Manager Members queried whether operators could be compelled to monitor the fitness to work of their drivers. The Business Manager advised that it was hoped to get all operators to adopt such a policy, however, in the case of Mr. Wiesztort and Aeron Cars, the Coroner had dismissed the operator's argument that the driver was self-employed, stating that the operator had a moral responsibility to ensure that drivers were fit to work.

Members noted that the passengers who Mr. Wiesztort had driven to Birmingham Airport had been so concerned about his ability to drive safely that they telephoned his employer to advise them of that, however, the call taker had not acted on the complaint. The Business Manager advised that during the hearing at the Coroner's Court it was felt that the call taker had been given prior legal advice and gave evidence that it was her understanding that the complaint only related to one specific incident when Mr. Wiesztort had removed his jumper whilst still driving, citing that this was the reason for her inaction. The Business Manager added that the Coroner had, at that point in the proceedings, reminded the operator and the call taker that they were both under oath with Members agreeing that the decisions taken by staff at Aeron Cars appeared to be based upon matters of finance and the health and safety of their driver or his passengers appeared to be of little consequence.

All Members expressed their deep concern over the impact the Deregulation Act 2015 was having which enabled cross border-hiring and offered no restriction on operators using drivers and vehicles outside of their own licensing area. In response to whether the Coroner was making representation about such matters to the Department of Transport, the Business Manager advised that she had stated that she felt that the standards in Nottinghamshire were as high as they could be but had not said that she would be making any representations herself.

The Business Manager advised Members that drivers from Wolverhampton were operating within the Newark & Sherwood district and provided them with details of how their vehicle testing compared to that of this Council. In considering this information Members agreed that every effort must be made to highlight the serious implications of the Deregulation Act.

AGREED (unanimously) that:

- (a) the comments of the Coroner be noted;
- (b) the amendments to the draft Taxi Licensing Policy be supported;
- (c) the new timetable for the implementation of the new Taxi Licensing Policy be approved; and
- (d) the Chairman of the General Purposes Committee write to:
 - (i) the Coroner, asking her to make representations to the Department of Transport highlighting her concerns about the Deregulation Act 2015;
 - (ii) the Chief Executive of the City of Wolverhampton District to raise concerns about how their standards in relation to private hire and hackney carriage licensing (both vehicles and drivers) were resulting in the lowering of standards for this district; and
 - (iii) both constituency MPs, Robert Jenrick (Newark) and Mark Spencer (Sherwood) to reiterate the concerns of the Council in relation to the impact and implications of the Deregulation Act 2015.

23. UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the activity and performance of the Licensing Team together with details of current ongoing enforcement issues.

Information contained in the report related to the number of applications for the grants and renewals of licences for Hackney Carriage; Private Hire; and Ambulance Drivers together with those for Hackney Carriage and Private Hire Vehicles. Information was also provided in relation to Street Collections and House to House Collections. A note of ongoing enforcement activity was also listed with information as to what action had been taken to date.

It was noted that some of the returns in relation to Street Collections were listed with a zero return with Members suggesting that if a collection did not take place the appropriate Parish Clerk be informed as when permits were limited, this could have been allocated to another organisation.

A Member of the Committee advised that there had been some recent incidents of private hire vehicles plying for trade on the hackney carriage ranks. The Business Manager advised that this was not permitted and it was understood that the drivers in question were licensed from outside the district in Wolverhampton.

AGREED that the report be noted.

The meeting closed at 7.10pm

Chairman

STREET COLLECTIONS 2017

1.0 Background

1.1 A street collection permit is required to collect money or sell articles for the benefit of any charitable, benevolent or philanthropic purpose in any street or public place. Collectors should have sealed collecting tins stating which organisation they are collecting on behalf of and should not act in any such manner as to cause, or likely to cause danger, obstruction, inconvenience or annoyance to any person. Street collections are governed by Section 5 of the Police, Factories, etc. (Miscellaneous Provisions) Act 1916 as amended by Section 251 and Schedule 29 to the Local Government Act 1972.

2.0 Information

2.1 The Council allows a total of 19 street collections to take place in Newark throughout the year. In addition, it also allows 12 in Ollerton and 13 in Southwell.

2.2 A list of applications received so far has been forwarded to Ollerton & Boughton Town Council, Southwell Town Council, Newark Town Council, Edwinstowe Parish Council and Farnsfield Parish Council. These are listed in **Appendix A** detailing those charitable organisations wishing to make a street collection within these areas 2017. Members will note that the number received is below that maximum allowed and therefore it is anticipated that further applications will be made.

2.3 Ollerton & Boughton Town Council is considering the applications in respect of those relating to that area.

2.4 Southwell Town Council Members noted the applications in **Appendix A** that are proposed for Southwell and have raised no comments in respect of Southwell Town Centre applications.

2.5 Edwinstowe Parish Council is considering the applications in respect of Edwinstowe Town Centre.

2.6 Newark Town Council considered applications in respect of the Newark Town Centre. Application numbers 10, 12, 13 were supported. Application number 11 is awaiting consideration.

2.7 Newark Town Council's Policy attached at **Appendix B** states that the Council would generally not support requests for a Street Collection from those outside the area or where the proceeds are not likely to benefit the community.

2.8 Farnsfield Parish Council have been notified with regard to the applications proposed for that area.

3.0 Proposals

- 3.1 It is proposed that the Director – Safety be authorised to issue the licences for the applications supported by the Town Councils together with any further licences subsequently received under delegated powers after, and in the cases of Newark, Ollerton and Southwell Town Centres, having considered the recommendation of the relevant Town Councils.
- 3.2 It is further proposed that the applications not supported by the Town Councils be offered an alternative location within the Newark & Sherwood District.

4.0 RECOMMENDATIONS that:

- (a) **the Committee consider the applications for Street Collections along with the comments of the relevant Town Councils and identify the street collections that shall be granted within the District of Newark & Sherwood during the year 2017; and**
- (b) **after consultation with the Chairman of the General Purposes Committee the Director - Safety be authorised to approve and issue licences for all additional applications received for street collections within the District of Newark & Sherwood during the year 2017.**

Background Papers

Nil

For further information please contact Kerrie Vickers (01636) 655236.

Karen White
Director - Safety

OLLERTON AND BOUGHTON TOWN COUNCIL

1. RSPCA
08/07/2017 9am to 1pm
2. Royal British Legion
28/10/17 to 11/11/2017

SOUTHWELL TOWN COUNCIL

3. Marie Curie
11/03/2017 9am to 5pm
4. Newark Community First Aid
08/04/2017 9am to 4pm
5. Framework
06/05/2017 9am to 4pm
6. CLIC Sargent Cancer Care
10/06/2017
7. RSPCA
17/06/2017 9am to 3pm
8. RNLI
26/08/2017
9. Royal British Legion
28/10/17 to 11/11/2017

NEWARK TOWN COUNCIL

10. Marie Curie
25/02/2017 9am to 5pm
11. Red Cross Society
13/05/2017
12. Newark Community First Aid
03/06/2017 9am to 4pm
13. Royal British Legion
28/10/17 to 11/11/2017

EDWINSTOWE PARISH COUNCIL

14. Marie Curie
11/03/2017 9am to 5pm
15. Royal British Legion
28/10/17 to 11/11/2017

FARNSFIELD PARISH COUNCIL

16. RNLI
21/04/2017
17. Royal British Legion
28/10/17 to 11/11/2017

NEWARK TOWN COUNCIL
STREET COLLECTION POLICY

1. The Town Council's policy will be to support locally based charities whose fund raising activities are for the benefit of those living within the local community.
2. This support will be extended to include local branches of national charities where funds are sought for use within the community.
3. The Town Council will also consistently support national appeals such as the Wings Appeal and the Poppy Appeal, where monies are collected on a branch basis.
4. The Town Council would generally not support requests for street collections from those outside the area or where the proceeds are not likely to benefit the community.

In exceptional circumstances, however, the Town Council may support such requests; and in such cases would provide Newark & Sherwood District Council with additional information to explain such decision.

UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

1.0 Purpose of Report

1.1 To inform the Committee of the activity and performance of the Licensing Team and to provide Members with details of current ongoing enforcement issues.

2.0 Background

2.1 A new applicant for a Hackney Carriage/Private Hire Drivers or Private Ambulance Drivers Licence have to undergo various checks. These include a: Disclosure and Barring check; DVLA check; two references are required; Group II medical; and knowledge & ability tests.

2.2 This report covers the period from 1 October to 31 December 2016 and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

Application Type	New Applications Received	Renewal of Applications Received	Number Issued	Comments
Hackney Carriage/ Private Hire Driver	5	10	15	
Ambulance Drivers	15	2	17	
Hackney Carriage Vehicles	1	15	16	
Private Hire Vehicles	4	11	15	

2.3 Street Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 October to 31 December 2016 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

Charity	Location	Date	Total amount collected	% returned to charity
Reach	Southwell	22.10. 16	154.52	100%
Royal British Legion	Whole area	29.10 – 12.11	To follow	
Framework	Newark	11.12.16	To follow	
Betel of Britain	Southwell	15.12.16	283.46	100%
Rotary Club of Southwell	Southwell	17.12.16	347.75	78%
Newark & District Round Table	Newark	17.12.16	933.55	100%
Southwell & District Lions	Southwell	24.12.16	622.14	100%

2.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 October to 31 December 2016 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

Charity	Location	Date	Total Amount Collected	% returned to charity
Arthritis Research UK	Whole district	20.10.16 to 19.10.16	Holds exemption. Annual Return to follow	
Cancer Research	Bathley	19.12.2016	To follow	
Childrens Liver Disease	Southwell	01.12.16	105.31	100%
Forces Support	Whole district	15.06.16 to 14.06.17	4636	80%
Lions Club International	Edwinstowe	01.12.16 to 24.12.16	To follow	
Rotary Club of Ravenshead % Blidworth	Blidworth	01.12.16 to 24.12.16	To follow	
Rotary Club of Mansfield	Clipstone	December 2016	586.08	90%
Round Table Childrens Wish	Whole district	24.06.16 to 24.09.16	To follow	
Sense	Whole district	01.12.16 to 31.11.17	To follow	
Troop Aid	Whole district	October 2016	1082.70	82%
Southwell & District Lions	Southwell & surrounding villages	07.12.16 to 23.12.16	To follow	
Against Breast Cancer	Whole district	All year	Holds exemption. Annual return to follow	
Age UK	Whole district	All year	Holds exemption. Annual return to follow	
Asthma UK	Whole district	All year	Holds exemption. Annual return to follow	
Macmillan	Whole district	Sept16 – Aug17	Holds exemption. Annual return to follow	
Salvation Army	Whole district	Nov16 – Oct 17	To follow	

2.5 Enforcement Issues

Hackney Carriage/Private Hire Ongoing Enforcement Activity between 1 October and 31 December 2016

Location	Activity	Date Case Opened	Action Taken So Far
Newark	Customer complaint that a driver had refused the fare as it was only a short journey.	24.10.16	Spoke to driver who denied the allegation. He said he wasn't aware that the customer had luggage. Advised driver he is not allowed to refuse a fare.
Newark	Complaint from a taxi driver that another driver is not displaying his plate in the back window.	26.10.16	Spoke to driver. Vehicle has been checked and the plate is now displayed correctly.
Newark	Notification from Police of an incident where a taxi collided with a cyclist and did not stop.	14.11.16	Driver interviewed who disputes the allegations. Advised driver of his responsibilities.
Newark	Taxi driver called to report someone advertising taxi services on facebook who isn't a licensed driver.	15.11.16	
Newark	Taxi driver called to report that a Wolverhampton Z Cars vehicle was picking up fares at the rank on Northgate station.	18.11.16	Complaint referred to Wolverhampton DC.
Newark	Internal query regarding a taxi that has been operating with no MOT for over 2 weeks.	03.11.16	Proprietor was interviewed but sold his business the next day, so no further action was taken. A note has been made on the proprietors record should he apply to licence a vehicle in the future. We will need to see a procedure which shows this will not happen again.
Newark	Meeting with applicant to discuss the reason why he hadn't declared his points on his application.	10.11.16	Interviewed applicant. The applicant said he had forgotten about the points. It was agreed to grant the driver a one year licence.

Newark	Meeting with applicant to discuss the reason why he hadn't declared his convictions on his application.	10.11.16	Interviewed applicant. Circumstances of each conviction were ascertained and documented. After the applicant had attended a committee meeting, it was agreed to grant him a licence for one year.
Newark	Complaint from taxi driver about a Wolverhampton Z Car's vehicle who was parked on Lincoln Street Rank, and also that the plate had expired.	22.11.16	Complaint referred to Wolverhampton DC.
Newark	Complaint that a Z Car's taxi that had been pre-booked had failed to collect a passenger.	22.11.16	Spoke to Z Car's who explained there had been an incident and they apologised. Advised customer. No further action .
Newark	Complaint from a taxi driver that another driver is not displaying his plate in the back window.	07.12.16	Spoke to driver. Vehicle inspected at Northgate station. Plate now on outside rear of vehicle.
Bilsthorpe	Visit to see directors of ambulance company to discuss staff driving before they have been issued with a licence.	0.12.16	Spoken with directors. Asked for documentation. Informally interviewed a number of applicants. Action ongoing.
Newark	Complaint regarding the poor driving of a taxi driver	23.12.16	Discussion with driver. Driver sat a driving ability test 06.01.2017. Overall a good report was received with no glaring errors re his driving ability. No further action.

3.0 RECOMMENDATION

That the Committee consider the contents of the report and identifies any issues it wishes to examine further.

For further information please contact Kerrie Vickers on extension 5236

Karen White
Director – Safety

LICENSING COMMITTEE

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the **LICENSING COMMITTEE** held on Thursday, 24 November 2016 in Room G21, Kelham Hall immediately following the meeting of the General Purposes Committee.

PRESENT: Councillor Mrs R. Crowe (Chairman)
Councillor I. Walker (Vice - Chairman)

Councillors: Mrs K. Arnold, Mrs I. Brown, M.G. Cope, D.R. Payne,
Mrs S.E. Saddington, Mrs S. Soar, Mrs. L.M.J. Tift, K.
Walker and B. Wells.

17. APOLOGIES FOR ABSENCE

Apologies for absence were submitted by Councillors D.C. Clarke and Mrs S.M. Michael.

18. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

19. DECLARATION OF INTENTION TO RECORD MEETING

NOTED: that there would be an audio recording of the meeting.

20. MINUTES OF MEETING HELD ON 8 SEPTEMBER 2016

AGREED that the Minutes of the meeting held on 8 September 2016 be approved as a correct record and signed by the Chairman.

21. MINUTES OF LICENSING HEARINGS

- (i) Jola Jola, 39a Cartergate, Newark
- (ii) The Venue (formerly known as Millgate Museum), Millgate, Newark

AGREED that the Minutes be noted.

22. THE WHITE HART, NEWARK – UPDATE FOLLOWING OUTCOME OF SUMMARY REVIEW OF PREMISES LICENCE

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing which provided Members with an update on the White Hart following the Summary Review of the premises.

The report set out the background leading to the Summary Review and the Review Hearing and the findings and decisions thereof. The report also set out that the Premises Licence Holder had lodged an appeal to the Magistrates Court against the decision of the Panel at the Review Hearing but that the initial appeal hearing had been adjourned by agreement with both parties to allow additional negotiations to take place.

The Business Manager advised that the appeal had been moved to April 2017 and that the Court had accepted the amended date. They were also advised that the situation with the management of the premises was not as it had been when the review hearing had taken place. The Premise Licence holder was seeking to remove the need for door supervisors and wanted an additional 30 minutes of operating time. It was agreed that given the nature of the previous issues the Premise Licence holder needed to prove to the Council acting as the Licensing Authority that they could run the premises in accordance with the conditions attached to the licence.

AGREED that the report be noted.

23. UPDATE ON QUARTERLY PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the activity and performance of the Licensing Team together with details of current ongoing enforcement issues.

Information contained within the report related to the number of applications for the grant or variation of licences received between 1 July and 30 September 2016. Listed at paragraph 2.3 was a note of enforcement activity between the same two dates.

AGREED (unanimously) that the reported be noted.

16. TEMPORARY EVENT NOTICES RECEIVED AND ACKNOWLEDGED BETWEEN 1 JUNE AND 30 SEPTEMBER 2016 INCLUSIVE

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the notices received and acknowledged between the above-mentioned dates.

Members of the Committee commented on the number of events held within Newark Castle grounds and that the Premise Licence was for each day of the year until the early hours of the morning.

NOTED the Temporary Event Notices received and acknowledged between 1 July and 30 September 2016 inclusive.

17. NOTTINGHAMSHIRE LICENSING GROUP

Prior to closing the meeting the Chairman provided Members with an update of a recent meeting she had attended of the above Group.

Matters discussed related to: safeguarding children; fire service concerns; multi-agency work undertaken with the Police Authority; update from the Health Service as to drinking habits and trends; and the selling of counterfeit tobacco.

The Committee were advised that a suitable date for the planned night time economy visit was still being sought.

AGREED that the Chairman's update be noted.

The meeting closed at 7.32pm

Chairman

LOCAL ALCOHOL ACTION AREAS

1.0 Purpose of Report

1.1 To provide Members with an update second round of Local Alcohol Action Areas.

2.0 Background

2.1 The local alcohol action areas (LAAAs) project has been set up to tackle the harmful effects of irresponsible drinking, particularly alcohol-related crime and disorder, and health harms. Communities were encouraged to submit bids to the Home Office.

2.2 The LAAA programme has three core aims:

- i. Preventing alcohol-related crime and disorder;
- ii. Reducing alcohol-related health harms; and,
- iii. Generating economic growth by creating a vibrant and diverse night time economy.

2.3 The first phase ran between February 2014 and March 2015. Twenty areas from across England and Wales developed local solutions, plans and strategies to reduce alcohol-related crime and disorder, alcohol-related health harms and promote economic growth by diversifying the night time economy. The Nottinghamshire authorities were part of the first scheme and a number of successful projects were developed and implemented.

2.4 Up to 40 places are available for the second phase of the programme, which will build on the success of the first phase and will last for two years. Participating areas will be required to tackle one or more of a core set of challenges focused on preventing crime and disorder in the night time economy:

- i. How can local areas improve the collection, sharing and use of data between A&E Departments, local authorities and the police?
- ii. How can local authorities, the police and businesses ensure the safe movement of people in the night time economy?
- iii. How can local areas expand their use of safe spaces?
- iv. How can local authorities, the police and business work together to help prevent the sale of alcohol to drunks in both the off- and on-trades?
- iv. How can local authorities, the police and business work together to help design out crime?

2.5 A prospectus for the second round of LAAAs is attached as **Appendix One**.

2.6 The local authorities and the Police are keen to build on the success of phase one and therefore an expression of interest supported by a draft action plan has been submitted to the Home Office.

- 2.7 The LAAs do not have any funding associated with them, however, the Home office will provide access to free workshops and best practise sharing between the groups taking part.
- 2.8 The theme of preventing the sale of alcohol to drunks is of particular interest to the Nottinghamshire authorities and this area will be a priority.

3.0 Proposals

- 3.1 It is proposed that the Nottinghamshire authorities adopt all five challenges in the adoption of phase two of the Local Alcohol Action Areas scheme.
- 3.2 In order to explore the challenges in detail a draft action plan has been produced and it is proposed to hold a number of themed workshops to examine each theme in detail and produce action based outcomes that can be delivered across the county.
- 3.3 The draft action plan is attached as **Appendix Two**.

4.0 RECOMMENDATIONS that:

- a) the Local Alcohol Action Area round 2 themes be noted; and**
- b) Members comment on and support the proposals and action plan for delivering each of the themes within Nottinghamshire.**

Background Papers

Nil

For further information please contact Alan Batty on 01636 6554675467

Karen White
Director – Safety

PROSPECTUS FOR LOCAL ALCOHOL ACTION AREAS: PHASE 2

September 2016



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1. Programme Overview

1. Strong, sustained and effective partnership working is at the heart of successful approaches to reduce alcohol-related harms. The police, local authority and health partners need to work alongside local businesses to devise local solutions and strategies for preventing alcohol-related crime and disorder and reducing alcohol-related health harms. While the Government has a role to play in facilitating partnership working, the day-to-day response to alcohol-related harms can only be delivered locally. That is why the Government's Modern Crime Prevention Strategy committed to launch a second phase of the local alcohol action areas (LAAA) programme.
2. The LAAA areas programme has three core aims:
 - i. Preventing alcohol-related crime and disorder;
 - ii. Reducing alcohol-related health harms; and,
 - iii. Generating economic growth by creating a vibrant and diverse night time economy.

Phase one

3. The first phase ran between February 2014 and March 2015. 20 areas from across England and Wales developed local solutions, plans and strategies to reduce alcohol-related crime and disorder, alcohol-related health harms and promote economic growth by diversifying the night time economy.
4. The programme was a success. It offered areas opportunities to share learning with others and access expert advice to identify the most effective means of addressing alcohol-related harms. It also enabled areas to strengthen partnership working, including with health, crime, licensing, industry and other partners. Participating areas took forward work looking at a variety of issues relating to alcohol-related harms, from protecting vulnerable people in the night time economy, to improving treatment pathways for those with alcohol dependency issues. Further information about the first phase of the programme can be found at Annex B.
5. The first phase identified three key points crucial to ensuring the success of local solutions:
 - i. Partnership working enabled areas to share resources, pool ideas, skills and assets to sustain activity. Collaboration was not limited to public sector partners. Improved working with private sector partners also enabled areas to achieve more.
 - ii. Senior level support gave initiatives greater priority, brought new partners on board and made resources available to support new initiatives.
 - iii. Sharing and analysing better quality data provided local areas with a clearer picture of where and when problems existed and enabled them to deploy their resources more effectively.

Phase two

6. Up to 40 places are available for the second phase of the programme, which will build on the success of the first phase and will last for two years. Participating areas will be required to tackle one or more of a core set of challenges focused on preventing crime and disorder in the night time economy:
 - i. How can local areas improve the collection, sharing and use of data between A&E Departments, local authorities and the police?
 - ii. How can local authorities, the police and businesses ensure the safe movement of people in the night time economy?
 - iii. How can local areas expand their use of safe spaces?
 - iv. How can local authorities, the police and business work together to help prevent the sale of alcohol to drunks in both the off- and on-trades?
 - v. How can local authorities, the police and business work together to help design out crime?
7. Areas will be asked to identify local solutions to locally identified problems, put in place plans and strategies to tackle those problems and monitor their effectiveness. They will be able to call on support from the Home Office, Public Health England, the Welsh Government and Public Health Wales to assist them in their work, as well as support from other sources where appropriate.
8. The remainder of this prospectus provides further information on the programme as follows:
 - Core challenges – section two
 - Programme requirements – section three
 - Guidance on how to assess projects – section four
 - Government sources of support – section five
 - Other sources of support – section six
 - How to apply – section seven
9. Invitations to apply have been sent to all local authority chief executives, all Police and Crime Commissioners and all Chief Constables in England and Wales. Areas are required to submit their applications by 18 November. The Government will aim to announce areas selected to participate in the programme in December.

2. The Programme's Core Challenges

1. At the heart of the second phase of the programme are a set of core challenges, which relate closely to the aims of the alcohol chapter of the Modern Crime Prevention Strategy. In selecting these challenges we hope to develop a common understanding of how areas can prevent alcohol-related violence. The challenges are phrased in broad terms to allow areas the flexibility to devise solutions that best meet local circumstances. Case studies providing examples of how these challenges have been tackled in areas across England and Wales are provided in annex A.

Challenge 1: how can local areas improve the collection, sharing and use of data between A&E Departments, local authorities and the police?

We will expect areas selecting this challenge to develop solutions that improve local intelligence and support licensing decisions by local authorities and the police by providing them with access to information held by A&E departments about hospital admissions for alcohol-related violent incidents.

Challenge 2: how can local authorities, the police and businesses ensure the safe movement of people in the night time economy?

We will expect areas selecting this challenge to develop approaches to help prevent crime in the night time economy and to identify situations in which offenders are targeting vulnerable people. These approaches may use other members of the night time economy workforce (e.g. door staff, street marshals, street pastors, or taxi marshals) to play a more active role in crime prevention.

Challenge 3: how can local areas expand their use of safe spaces?

We will expect areas selecting this challenge to focus on integrating safe spaces into the management of the night time economy. This may include expanding their use, raising awareness among premises operating in the night time economy, or using them as a point at which to trigger follow-up support for people to change their behaviour.

Challenge 4: how can local authorities, the police and business work together to help prevent the sale of alcohol to drunks in both the off- and on-trades?

We will expect areas selecting this challenge to develop partnership interventions that focus on greater test purchasing and supporting bar staff to refuse admission to premises as well as at point of sale.

Challenge 5: how can local authorities, the police and business work together to help design out crime?

We will expect areas selecting this challenge to focus on taking steps to address the physical environment inside and outside premises. This may include making designing out crime assessments available at the pre-license application stage, and coming up with innovative approaches to support this.

3. Programme Requirements

1. Local agencies, including the police, local authorities and those responsible for public health, as well as local businesses, experience at first hand the problems caused by alcohol, and are best placed to devise and develop the strategies and plans for tackling those problems. The experience of phase one of the LAAA programme suggests that areas are most likely to be successful where they establish strong partnership working, have senior level support and where information is shared between local areas.
2. To build on the successes of the first phase of the programme, there are a number of requirements areas will be expected to meet during the programme. Areas should provide an indication of how they intend to meet these requirements as part of their application.

Programme aims and core challenges

3. Areas must identify which of the programme's three aims they intend to address. They must also identify at least one of the core challenges (see section two) for inclusion in their local plans.
4. Areas are free to develop new initiatives or to include existing plans or already initiated approaches that are continuing to develop within their local plan. Where an existing approach is included, we would expect the area to provide an indication for the length of time that approach has been in operation and evidence of its effectiveness, if known.

Working in partnership

5. The first phase of the LAAA programme provided a clear indication that effective partnership working – between the police, local authorities, health services and, where appropriate, local businesses – can make the best use of time and resources. In their applications, areas will need to demonstrate their ability to build strong partnerships, for example, by highlighting the strength of existing partnership arrangements and the commitment of a range of local organisations to deliver plans to tackle alcohol-related harms. If areas intend to develop new partnerships through the programme they will need to set out how they intend to make those partnerships effective.

Adopting a systematic approach: monitoring and assessing progress

6. Areas will be expected to demonstrate how they intend to monitor and assess the effectiveness of their work and what plans they have in place to collect information (whether from existing sources or new information). Areas will need to identify the aims of their local projects, the actions they will take forward to achieve those aims, the desired effect of the project and how they intend to measure whether or not they have achieved that effect. Areas should also set out any plans for more in-depth assessment, for example to test whether an intervention has reduced alcohol-related crime in the local area.

7. Areas will be required to provide short progress reports on a quarterly basis throughout the duration of the project. This is essential to facilitate shared learning between areas, as well as to guide support managers in the support that they offer areas.

Sharing ideas

8. The success of the programme depends on the willingness of participating areas to share their experience, both where they have succeeded and where they have not. We will expect areas to agree to provide this information if they participate in the programme. We will also expect areas to welcome inquiries from other areas; and to consider the opportunities for working together where two areas are tackling the same problem.

Securing senior support

9. To participate in the second phase, we will expect areas to have support from their:
 - Police and Crime Commissioner or Chief Constable or local authority director responsible for community safety (crime aim)
 - Director of Public Health (health aim)
 - Local authority director responsible for planning and economic development (diversification aim)
10. Areas may also wish to seek the support of other groups or individuals, for example from local businesses or local chambers of commerce, particularly if they choose to focus on generating economic growth by diversifying the night time economy.

Planning with a view to long-term sustainability

11. Areas should actively look for ways to ensure that measures they take persist beyond the end of the LAAA programme. For example, considering where ongoing responsibility will sit for ensuring that effective changes are maintained, and how project work can be embedded as business as usual.

4. Guidance on Assessing a Project

1. The invitation to apply to participate in the programme requires areas to develop and deliver an action plan. An important part of this action plan will be for local areas to monitor and assess progress of their LAAA initiatives - we expect successful bids to have carefully planned through assessment of their LAAA from the outset.
2. The longer time period (the second phase will last for two years) should give areas greater opportunity to implement their plans, observe their effects for longer and assess their impacts. Areas will be required to build in plans to monitor and assess the effectiveness of their projects. This will be particularly important for the work areas do to tackle one of the five core challenges, although areas may also wish to extend their assessments to cover any locally developed solutions to locally identified problems they may wish to take forward during the programme.
3. This section provides guidance to areas on how they can assess their projects. Further support will be available throughout the duration of the programme from support managers.

Planning an assessment

4. At the planning stage, areas should set out the project aims clearly, how they intended to achieve those aims and the evidence needed to demonstrate that they have been achieved.

Example: Planning an assessment

Areas may wish to focus on answering the following questions:

- How is the problem defined?
- Are there existing data that could be used to measure any change available locally? Or, do new data need to be collected and new monitoring systems put in place?
- Is there a baseline against which to compare future performance?
- Should the views of the community be gathered to assess the impact of the problem?

5. Identifying measurable outcomes will help articulate what success will look like and provide a framework for monitoring progress. Outcomes should reflect local circumstances, but examples of potential outcomes could be:
 - implementation of effective A&E data sharing between health and crime agencies, leading to a reduction in violent incidents and related A&E attendances;

- a reduction in the acute alcohol-related health harms within the lifetime of the project, and in chronic alcohol-related health harms in the longer term;
 - an increase in the provision of Identification and Brief Advice;
 - a reduction in the types of crime in the night time economy that measures were intended to address;
 - reductions in attendances at A&E and in ambulance call outs for acute alcohol-related health issues.
 - a improvement in community perceptions of the safety of the night time centre; and,
 - a reduction in bar staff serving alcohol to drunken customers.
 - an increase in footfall in the night time centre
6. Areas should consider using the SARA (Scanning, Analysis, Response and Assessment) approach to plan and assess their projects. This problem solving model is often used to identify and address crime reduction and community safety problems. Further information is available from the following resources.

[The Home Office National Support Framework, Delivering safer and confident communities. Passport to Evaluation v2.0](#)

This guide sets evaluation in a problem-solving context, using the (SARA) approach which has become the most recognised problem solving model to identify and address crime reduction and community safety problems.

[HM Treasury Magenta Book: Guidance for Evaluation](#)

The Magenta book is the recommended central government guidance on evaluation that sets out best practice for Government departments to follow. However, it is useful for all policy makers and analysts, including those in local government and the voluntary sector. The guidance presents standards of good practice in conducting evaluations, and seeks to provide an understanding of the issues faced when undertaking evaluations of projects, policies, programmes and the delivery of services.

[Improving your evidence: Evaluation hints and tips paper published by Clinks and the New Philanthropy Capital \(NPC\)](#)

This note is a brief introduction to some of the main themes around research and evaluation, providing useful tips for those thinking about undertaking evaluation.

7. Areas may benefit from using the CLear assessment tool when planning to reduce alcohol-related health harms. The tool brings together all those working to reduce alcohol-related harm in a locality to evaluate what is working well and to identify the opportunities for further improvement. CLear provides a framework for strategic review and analysis of local structures and delivery focusing on local outcomes and priorities, and its completion should result in the agreement of a place-based action plan.
8. Completing the self-assessment for alcohol can help local partnerships to:
- clarify how services and structures support place-based aims to reduce alcohol-related harm

- check that local activity is in line with NICE guidelines
- recognise good and innovative practice
- bring together key stakeholders and reinvigorate collaborative working on this agenda
- drive local improvement in outcomes achieved across primary, secondary and tertiary prevention services.

9. The alcohol CLear self-assessment tool and other supporting materials are available at www.alcohollearningcentre.org.uk/CLear

Monitoring local projects

10. Monitoring is the systematic collection and analysis of information. It provides real-time information on the progress of an initiative, for instance whether outputs have been successfully delivered, milestones met and outcomes achieved (or being progressed towards). *As a minimum, it is essential that local areas identify the local data and information they will use to monitor the progress of their projects.*

11. Areas should establish a baseline at the outset of the project so that change can be demonstrated as the project progresses. Data needs will depend on the desired outcomes; areas will need to take account of available resources (for example, in deciding whether to collect new data or rely on existing data sources) and of alignment with the geographical area covered by the project. Some examples of local data sources that may be useful are:

- police crime and anti-social behaviour data;
- A&E department data;
- local authority data about licensed premises;
- ambulance service data;
- local survey data;
- data on resources used for the project; and,
- data collected by local alcohol support services.

Further information on the data already available to areas is set out in table 1 below.

Evaluating the scheme

12. In addition to monitoring, areas may wish to consider whether they are able to carry out a more in-depth evaluation of their projects. There are two main types of evaluation:

- A process evaluation. This form of evaluation asks how, why and under what conditions a project works, or fails to work, rather than the effect that project may have. This type of evaluation typically seeks information on the contextual factors, mechanisms and processes underlying the project and can help to refine and improve processes as the project progresses.

- An impact evaluation. This form of evaluation seeks to measure the impact of the initiative in terms of what was expected at the outset, or compared with some other initiative, or with doing nothing at all.

13. The extent to which a useful evaluation can be undertaken is likely to be influenced by a number of factors, including:

- Consideration of whether it is possible to robustly evaluate impact. How the intervention is implemented, and whether it is possible to compare the outcomes with what would have happened without the intervention (the counterfactual), may affect whether or not an impact evaluation is feasible.
- Resources available to the LAAA. Evaluation can be time and resource intensive. You should consider whether sufficient resources are available, both in terms of staff time and expertise.
- Whether you are piloting an innovative approach which is not already supported by good evidence or whether you are implementing a well evidenced intervention. If there is already strong evidence that a particular intervention is effective further evaluation may not be as necessary.

Table 1: Examples of existing data sources

Data Source	Description	Geographic coverage	Link
Crime Survey for England and Wales (CSEW)	The Crime Survey provides information on households' experiences of crime.	England and Wales	Link
Crime Statistics: Short Story on Anti Social Behaviour	Statistics on anti social behaviour, including figures on alcohol-related anti social behaviour.	England and Wales	Link
Police Recorded Crime (PRC)	Crimes recorded by the police.	England and Wales - Police Force Area	Link
Opinions and Lifestyle Survey (OPN)	The OPN provides information on drinking habits among adults, including a measure of very heavy drinking.	Great Britain - Region	Link
Health Survey for England (HSE)	The HSE also provides information on drinking habits among adults, including a measure of average consumption.	England - Region	Link
National Survey for Wales	Provides information on drinking habits among adults in Wales.	Wales	Link
Smoking, Drinking and Drug Use Among Young People in England	Information on drinking in school children aged 11 to 15.	England - Region	Link
Alcohol Related Deaths in the UK	Deaths related to alcohol.	UK - Region	Link

Alcohol Statistics from the National Drug Treatment Monitoring System (NDTMS)	Provides statistics on alcohol treatment activity in England.	England	Link
Alcohol Statistics from the annual report of the Welsh National Database for Substance Misuse (WNDSM)	Provides statistics on alcohol treatment activity in Wales.	Wales	Link
Alcohol Statistics from Reading Between the Lines: The Annual Profile of Substance Misuse in Wales	Provides alcohol statistics on health, social care and education services in Wales through the life course	Wales	Link
Young People's Statistics from the National Drug Treatment Monitoring System (NDTMS)	Provides statistics on treatment activity, including alcohol, for young people in England.	England	Link
Hospital Episodes Statistics (HES)	Statistics on alcohol related hospital admissions. Figures are also available on admissions for assaults and assaults by sharp object (2nd link).	England - Strategic Health Authority and Primary Care Trust	Link Link
Local Alcohol Profiles for England (LAPE)	Numerous indicators of alcohol related harm on a Local Authority level.	England - Local Authority	Link
Alcohol and late night refreshment licensing England and Wales	Statistics on the number of licensed venues by licensing authority in England and Wales.	England and Wales - Licensing Authority	Link

5. Government Support

1. Areas selected to participate in the programme will receive support from central Government. This section provides information on what support areas can expect to receive.

Support Managers

2. Each area will have a support manager, who will act as their primary point of contact. The support manager will make regular contact with areas, building up their knowledge of local issues and contributing to planning and review processes. Support managers will provide access to support and expertise from central government and from mentors when needed. Support managers will be selected on the basis of the aims on which areas choose to focus. Support for the crime aim will be provided by the Home Office's Drugs and Alcohol Unit. Support for the health aim will be provided by Public Health England's centre-based alcohol lead or by the Welsh Government Substance Misuse Policy Branch, assisted by Public Health Wales. The majority of support will be provided by telephone or email. An area's support managers will operate independently of each other, while maintaining regular communication to ensure a shared awareness of issues and developments.
3. The support manager will:
 - work with local areas to build their understanding of the issues facing the area;
 - make regular contact to check on progress and ongoing needs;
 - act as a critical friend during planning and delivery of the project;
 - promote a partnership working approach;
 - provide advice and support to the area on their area of expertise;;
 - suggest opportunities for shared learning or joint working, particularly around the five core challenges, where several areas may be working on similar initiatives;
 - help to persuade those reluctant to engage with the project of its merits;
 - contribute knowledge of what has worked elsewhere; and,
 - advise on additional assistance available when areas identify needs.

Mentors on reducing alcohol-related crime and disorder

4. In addition, support managers will be able to provide access to expert advice from elsewhere in Government, and from a set of mentors who may be able to provide insight and expertise to help areas tackle problems they may be encountering. Mentors have been chosen for each of the programme's core challenges and for issues that the first phase of the programme suggests will be common. Further information about the mentors that will support the programme will be made available to participating areas.

Support to Welsh areas on alcohol-related data

5. The Welsh Government and Public Health Wales will offer support to areas in generating and presenting baseline alcohol-related data, including general alcohol-related harm data, and alcohol treatment specific data from the Patient Episode Database for Wales and the Welsh National Database for Substance Misuse.

Workshops/Webinars

6. Throughout the first year of the programme the Home Office and PHE will arrange a series of thematic workshops. The workshops will be an opportunity to hear from subject-matter experts, and share practice and ideas with other participating areas. At the mid-point of the programme, the Home Office will host an event in London at which the most promising local initiatives will be invited to share their learning with the other local areas.

6. Other Offers of Support

1. In addition to support provided by central government, areas may also access additional sources of support where they believe it is appropriate to do so. This includes support from Nightworks, schemes that are members of the Local Alcohol Partnership Group, Drinkaware and Secured by Design.

Support for areas that choose to focus on generating economic growth by creating a more diverse and vibrant night-time economy

2. Specialist input will be provided by a not-for-profit company (Nightworks) to areas who choose to focus on generating economic growth by creating a more diverse and vibrant night-time economy. Nightworks receives funding from Diageo.
3. Nightworks aims to foster and promote safe, healthy, affordable and prosperous mixed-use hospitality areas, entertainment zones and hubs. It draws on twelve years' research and experience of raising quality and improving choice in the evening and night-time economies – including from phase one of the LAAAs. The aim is that diversification techniques be developed, tested and proved during LAAAs and that Nightworks becomes a lasting legacy for the programme.
4. The Nightworks LAAAs programme will consist of a Core Programme, that is free-to-user, and a fee-supported Outreach Programme. The Core Programme will have four components:
 - i. Diversity Guidelines and Good Practice. A baseline report drawing together relevant project experience from the UK and overseas.

- ii. A Core Workshop programme, focusing on the main ingredients of success in delivering diversity projects.
- iii. Practical Advice to LAAAs participants from Nightworks team members and on the Nightworks website.
- iv. A Diversity Award to recognise achievement, success and innovation.

Support from the Local Alcohol Partnerships Group

5. The Local Alcohol Partnerships Group is committed to set up new schemes in areas where none currently exist or help revive existing schemes that are not meeting their full potential. The schemes covered by the Local Alcohol Partnerships Group are a good way of enabling local authorities, the police and local businesses to work together to reduce alcohol related harms. Further information the schemes covered by the Local Alcohol Partnerships Group is set out below.

Best Bar None

6. Best Bar None is a national award scheme which aims to raise operational standards and the management of pubs, bars and clubs. Its works to reduce alcohol related crime and disorder and anti-social behaviour in a town or city centres by creating a working partnership between the licensed trade, police, local authorities and the private sector. Any licensed premises can apply to join its local scheme, but accreditation is only granted after a thorough assessment to ensure that minimum standards are met. Best Bar None has been adopted by more than 70 towns and cities across the UK. Further information can be found at: www.bbnuk.com

Community Alcohol Partnerships

7. Community Alcohol Partnerships (CAPs) bring together local retailers & licensees, trading standards, police, health services, education providers and other local stakeholders to tackle the problem of underage drinking and associated anti-social behaviour. By providing advice, guidance and resources, CAP support communities in developing their own capability to deliver a coordinated, localised response to underage alcohol misuse. There are currently 100 CAPs operating across the United Kingdom. Further information can be found at: www.communityalcoholpartnerships.co.uk

Pubwatch

8. Pubwatch is a long-established national initiative, run by licensees and supported by the police. The scheme brings licensees together, enabling them to take collective action to ban troublemakers, provide an early warning system and develop good working relations between licensees, the police and local authorities. Pubwatch schemes can be found in most UK towns and cities. It is a proven and effective forum for stakeholders to develop targeted interventions to tackle alcohol related disorder in the night time economy and support other best practice schemes. There are 650 Pubwatch schemes registered with the National Pubwatch Committee, which supports local schemes. Further information can be found at: www.nationalpubwatch.org.uk

Proof of Age Standards Scheme (PASS)

9. Alongside these schemes, the principal trade associations involved with the sale and promotion of age restricted products and services established PASS – The UK's Proof of Age Standards Scheme - in 2001. PASS cards provide a reliable form of ID for both the retailers of age restricted products and for individuals required to prove their age. PASS is endorsed by the Home Office; the Police, through the National Police Chiefs' Council; the Security Industry Authority, which licences door and security staff; and the Chartered Trading Standards Institute. Further information can be found at: www.pass-scheme.org.uk

Purple Flag

10. Purple Flag is the international accreditation scheme for towns and cities that have created a safe, vibrant and diverse early evening and night time economy. The programme looks at the negative impacts of the evening and night time economy that need to be addressed and the potential for economic growth, increased conviviality and community enhancement. Areas are assessed against the core themes: Wellbeing, Movement, Appeal, Place and Policy. Areas who meet the standards are able to fly the purple flag as a sign of the vibrancy of their night time economy. Around 65 towns and cities in the United Kingdom and Ireland hold Purple Flag status with the programme now also being taken up internationally. Further information can be found at: www.purpleflag.org.uk

Street Pastors

11. Street Pastors is an inter-denominational Church response to problems that occur in the night time economy. Street Pastors patrol the streets, visiting pubs and nightclubs and building good relationships with premises and the staff working in the night time economy. Street Pastors provide a range of assistance, for example, tending to people who have suffered minor injuries or helping people to find taxis to get people home safely if they have lost their friends or become disorientated. There are now some 14,000 trained volunteers in around 250 teams around the United Kingdom. Further information can be found at: www.ascensiontrust.org

Portman Group Training

12. The Portman Group offers free training on its Codes of Practice, which apply to the naming, packaging and promotion of alcoholic drinks. Available online or face-to-face, the CPD certified training can help stakeholders improve their understanding of how the rules are interpreted. Further information can be found at: training@portmangroup.org.uk.

Support from Drinkaware

13. Drinkaware is the UK's leading alcohol education charity which aims to reduce alcohol-related harm by helping people to make better choices about their drinking. Following its research 'Drunken Nights Out: motivations, norms and

rituals in the night-time economy', it developed the Drinkaware Crew. The Drinkaware Crew was trialled for three months in Nottingham city centre during phase one of the LAAA programme, as a result of work between Drinkaware, the Nottingham Crime and Drugs Partnership and the Nottinghamshire Police and Crime Commissioner. The trial has since been expanded into a six month pilot, involving venues in Nottingham city centre and the South West of England.

14. The Drinkaware Crew aim to help keep people young people safe on a night out and reduce instances of drunken antisocial behaviour by promoting a positive social atmosphere. They also provide assistance to those who may be vulnerable as a result of excessive alcohol consumption. They are trained staff who work in pairs in large venues whose core customers are 18-24 year olds. Drinkaware would welcome the opportunity to work in partnership with local authorities and PCCs to expand the Drinkaware Crew scheme in further venues across the UK as part of phase 2 of the LAAA programme.
15. Drinkaware also offers a range of information, tools and online support to help people make better choices about their drinking which may be useful to areas. For more information can be found at: www.drinkaware.co.uk

Support from Secured by Design

16. Secured by Design (SBD) is a group of national police projects focusing on the design of and security for new and refurbished homes, commercial premises and car parks. SBD was established in 1989 and around 50% of all new homes are now SBD approved. Where developments have incorporated design principles and products to standards of physical security recommended by SBD, independent academic research consistently demonstrates crime reduction benefits of up to 75%¹.
17. SBD has recently developed new guidance and processes to provide a nationally recognised set of standards on the safe and secure operation of new licensed premises. Participating areas will be able to pilot the new guidance processes, working with local businesses, to enable premises to obtain a new SBD Licensed Premises Award. The award will enable applicants to demonstrate compliance with acceptable standards of design when making a licence application.
18. Premises that are not part of a national or regional chain will engage with the police during pre-build or conversion discussions to agree the security specifications for the premises. Both parties would sign an SBD pre-build agreement. The agreement would then form part of the licence application.
19. For premises that are part of a regional or national chain, operators may choose to agree their standard specification with the National SBD organisation, reducing the need for local involvement. Further information will be made available to interested areas following decisions about participation in the second phase of the LAAA programme.

¹ R. Armitage and L. Monchuk, Re-Evaluating Secured by Design in West Yorkshire - Ten Years On (2009)

7. The Application Process

1. All applications should be returned by 18 November. They should be sent to laaa@homeoffice.gsi.gov.uk.
2. Areas that participated in phase one of the LAAA programme may submit an application for phase two. Applications are also welcome from areas that wish to collaborate across local authority boundaries to tackle common issues of alcohol-related harm.

Mandatory selection criteria

3. As this prospectus makes clear, there are a small number of mandatory criteria that applications to participate in phase two of the programme must meet. Those criteria are:
 - i. For areas that choose to focus on preventing alcohol-related crime and disorder, the application must have the support of the Police and Crime Commissioner or Chief Constable or local authority director responsible for community safety;
 - ii. For areas that choose to focus on reducing alcohol-related health harms, the application must have the support of the local Director of Public Health. English areas intending to focus on reducing alcohol-related health harms should also confirm that they have discussed their plans with the relevant regional Public Health England team;
 - iii. For areas that choose to focus on generating economic growth by creating a diverse and vibrant night time economy, the application must have the support of the local authority director responsible for planning and economic development. Areas may also wish to discuss their plans with relevant local businesses or local business groups.
 - iv. The application must be accompanied by a plan that sets out the actions the area intends to take as part of the programme. These actions must include at least one that relates to a core challenge of the programme (this condition applies all areas, including those that do not choose to focus on preventing alcohol-related crime and disorder). Where actions require funding, the plan must indicate if this has been found.

Other selection criteria

4. In addition to the mandatory selection criteria, applications will be scored against the following criteria:
 - i. Evidence of alcohol-related harms relevant to the area's chosen aims e.g. the extent of the alcohol-related crime and disorder issues or the extent of the alcohol-related health harms. Areas choosing to focus on generating economic growth by creating a diverse and vibrant night time economy, may wish to provide evidence of the connections between crime and

- disorder, the choices available for people who go out at night, and the state of the night time economy.
- ii. The extent of existing efforts to tackle those harms and how successful they have been.
 - iii. Effective partnership arrangements and, where appropriate, engagement with local businesses.
 - iv. How the area intends to ensure delivery of its plans, including responsibility for overall delivery.
 - v. How the area will assess the effectiveness of its initiatives.
 - vi. Evidence of energy, enthusiasm and ambition.

Ministers will aim to announce areas selected to participate in the programme in December.

Further information

5. If you have any questions about the programme, please contact Andy Parsons andrew.parsons1@homeoffice.gsi.gov.uk or 020 7035 1921.

Application

6. Applications should be submitted on the form at annex C.

Annex A

Case studies on the programme's core challenges

1. Some areas have already taken forward local projects to tackle the issues identified in the five core challenges. The following cases studies provide an illustration of what areas have done. Further examples from the first phase of the LAAA programme can be found at Annex B.

Challenge 1: how can local areas improve the collection and sharing of data between A&E Departments, local authorities and the police?

Embedding Public Health in Coventry's Revised Statement of Licensing Policy

When Coventry's statement of licensing policy came up for revision, the public health team set about gathering data and information to support their licensing colleges in refreshing the policy. The public health team looked at the scale of alcohol misuse within Coventry, and estimated that each year alcohol:

- causes 38,000 A&E attendances;
- leads – or is a factor in - 3,100 crimes; and
- is an issue in one in five child protection cases.

The resulting collaboration provided an opportunity for health and wellbeing to be considered during the refresh of Coventry's statement of licensing policy. Consequently public health and health inequalities are now embedded throughout the policy. The policy recognises that Coventry's Director of Public Health will:

- Explore the impact of alcohol related incidents on emergency services such as West Midlands Ambulance Service.
- Consider the proximity of licensed premises to schools, youth centres, play groups and family centres.
- Share anonymised A&E data with other responsible authorities relating to young people and alcohol related incidents.
- Analyse data on attendance at emergency departments and the use of ambulance services following alcohol related incidents.
- Collate anonymised data on incidents relating to specific premises and present to Licensing Sub-Committees when representations are made.
- Support the police by facilitating access to health information such as anonymised A&E data due to alcohol related admissions, e.g. as part of a license review application.
- Provide Trading Standards with evidence of the health impact of illicit/counterfeit alcohol
- Support the sharing of health information such as anonymised A&E data with other responsible authorities where it links to public safety.
- Provide evidence on the impact of the health and wellbeing of vulnerable groups such as street drinkers, and the affect this has on antisocial behaviour.

- Engage with Coventry Safeguarding Children Board to share relevant information such as data on young people accessing substance misuse services.
- Investigate links between ambulance callouts and attendance to irresponsible practices at specific licensed premises.

Challenge 2: how can local authorities, the police and businesses ensure the safe movement of people in the night time economy?

Street marshals: Camden Quiet Streets initiative

Quiet Streets is an initiative of a partnership between the police, Camden Council, Camden Town Unlimited, and Camden Business Against Crime (CBAC). Participating businesses allocate staff to act as street marshals for 20-30 minutes around closing time. Each marshal wears a branded high-visibility jacket. 48 venues – including the majority in main night time economy area of Camden Town – now take part.

Operating within sight of their premises, the marshals engage with people on a night out, offering directions or a reminder that they are in a residential area and a request to keep noise levels to a minimum. Police provide back-up support if requested to do so. Large and small premises now work together in a coordinated way to ensure the safety of all patrons of Camden's night-time economy. There is an increased usage of the CBAC radio system, linking premises directly with Camden Council CCTV control room.

Challenge 3: how can local areas expand their use of safe spaces?

Help for the vulnerable: Swansea Help Point

Swansea Council's Community Safety Section had been providing a triage service since 2011. The service did not operate consistently and the service could only cope with one vulnerable or intoxicated person at a time. Home Office Innovation funding was match-funded by the Police and Crime Commissioner and by Abertawe Bro Morgannwg Health Board to deliver a permanent help point. The help point was located close to the centre of the night time economy and St. John Ambulance was commissioned to provide medical care at the Help Point. Support was provided by students on a public services course at The University of Wales Trinity St. David.

Initial calculations undertaken by Swansea Centre for Health Economics indicate that the help point sees an estimated 1,300 number of people per year, and has helped local agencies involved in delivering the help point achieve the following savings:

- Approximately 2,560 hours of police time;
- Approximately £200,000 financial savings to the local NHS Trust as a result of fewer people needing to attend A&E. Calculations

indicate that around 80% of people are now diverted from A&E to the help point;

- An estimated reduction of 80% in the number of ambulances needed to take people from the city centre to A&E.

An academic evaluation of the Help Point will be available soon.

Challenge 4: how can local authorities, the police and business work together to help prevent the sale of alcohol to drunks in both the off- and on-trades?

Sales to Drunks: Buxton's Intoxicated - No Sale initiative

Buxton took action following by an increase in incidents of crime and disorder in pubs. The campaign was launched in October 2012 and rolled out to six other Derbyshire towns during 2013. Before the launch, licensees and door staff were given the opportunity to attend seminars to explain the scheme, which also focused on raising public awareness through a communications campaign and marketing material.

Training was also provided for bar staff and the police. Training included the British Institute of Innkeeping's level 1 award in responsible alcohol retailing, places on SAB Miller's scholars programme, training funded by the local Community Safety Partnership, as well as refresher training for the police on licensing. The campaign was also extended to door staff, who were also able to access training and the scheme's marketing material. Over 200 staff from six towns have undertaken the training.

Indicative findings from a small number of people working in the night time economy in the towns covered by the scheme showed promising results. All had completed training; premises owners had reinforced the key messages of not serving alcohol to drunken customers to their staff; and 43% of staff considered that there had been a reduction in the level of drunkenness they witnessed in their premises. Incidents of crime and disorder in licensed premises in Buxton pubs also fell.

Challenge 5: how can local authorities, the police and business work together to help design out crime?

Designing out crime: re-shaping Southend's seafront

To address negative perceptions of the town, Southend created a night-time multi-agency group. The group combined finances, pooling resources, and bidding for additional sources of funding to contribute towards a re-design of the seafront and parts of the town centre.

Partners involved were drawn from private, public and third sector agencies. The seafront was given a complete overhaul. Lighting columns spaced

equally along the promenade were installed to provide illuminations; shared spaces with attractive paving and safe crossing points improved the feel and appearance of the seafront, supported by new public seating point, and new family facilities beach side.

Crime and disorder in Southend has fallen by more than 30% since 2007/ 08. In a 2015 Purple Flag community survey, 63% of respondents felt that Southend had got safer in the last 12 months.

Reducing alcohol-related health harms

Meeting the needs of problem drinkers: adopting the Blue Light model in Lincolnshire

94% of problematic drinkers in Lincolnshire are not engaged with treatment. Many place heavy demands on emergency services as well as having a negative effect on those around them. Lincolnshire adopted the Blue Light model in order to meet the needs of those individuals and to reduce the pressure on front line services.

Lincolnshire devised a three-pronged approach to increase the number of problematic drinkers engaged with treatment.

- Training staff to deliver identification and brief advice to problem drinkers;
- Establishing multi-agency engagement groups across the county. The groups develop action plans to address the needs of individual drinkers to reduce the impact they have on local services; and
- A targeted outreach service. Two outreach workers cover the county, using police analysis to identify individuals who commit out high numbers of incidents when drunk. Outreach workers work with clients to address the issues that cause them to come into contact with the police and other emergency services.

Indicative findings suggest that after five months of operation there has been a 30% reduction in police incidents relating to those Blue Light clients who are now being supported by the outreach workers.

Generating economic growth by creating a diverse and vibrant night time economy

Partnership working with local businesses: Bournemouth

A rapid expansion of licensed premises in the 1990s led to a significant deterioration of the image and perception of Bournemouth. To tackle this perception, the area developed a strong partnership between public and private sectors. The partnership focused on all aspects of the operation of the town at night and its future development.

Local businesses and the local authority jointly-funded a Night Time Economy Co-ordinator, who was responsible for managing existing schemes and strategies to reduce alcohol-related crime and disorder and to implement new ones. The co-ordinator is much appreciated by night time businesses.

Local businesses and the local authority also funded a strategic review of the night time economy in 2012. The resulting 'Bournemouth by Night' report addressed a wide range of topics such as land use planning, urban design interventions, street lighting and the animation of public spaces. The report's recommendations, along with a Purple Flag audit, set the strategic direction for improving the night-time economy that Bournemouth is now following.

Annex B

Local Alcohol Action Areas First Phase: Case Studies From The Areas

Introduction

The purpose of the local alcohol action areas programme was to strengthen partnerships and enable them to take the right action for their community. The programme supported 20 areas across England and Wales to deliver against one or more of three aims: to reduce alcohol-related crime and disorder; to reduce the health harms caused by alcohol; and to promote economic growth by diversifying the night-time economy. Areas were free to choose to work towards one or more aim and were responsible for devising their own action plans to deliver against the aims they had selected.

The programme ran between February 2014 and March 2015 and provided intensive short-term support to the selected areas. It offered areas opportunities to share learning with others and access expert advice to identify the most effective means of addressing alcohol-related harms. It also enabled areas to strengthen partnership working, including with health, crime, licensing, industry and other partners.

The short time frame, the diversity and the variety of the local initiatives that formed the basis of the programme meant that formal evaluation was not possible. However, the feedback from the areas was overwhelmingly positive. This report provides a summary and example case studies of some of the activity undertaken. It provides examples of promising practice and the foundations for other local areas to build future action on.

Participating areas view three key points as crucial to ensuring success for their projects:

- iv. Partnership working enabled areas to share resources, pool ideas, skills and assets to sustain activity. Collaboration was not limited to public sector partners. Improved working with private sector partners also enabled areas to achieve more.
- v. Senior level support gave initiatives greater priority, brought new partners on board and made resources available to support new initiatives.
- vi. Sharing and analysing better quality data provided local areas with a clearer picture of where and when problems existed and enabled them to deploy their resources more effectively.

As part of the LAAA programme, 13 areas² took forward work to explore how evidence from health data could be used by public health bodies³ to reduce health harms and play a more effective role in the existing licensing process.⁴ Areas

² Blackpool, Croydon, Doncaster, Greater Manchester (Bury, Tameside, Wigan), Hastings, Liverpool, Middlesbrough, Nottingham City, Pembrokeshire, Slough, Stoke on Trent

³ Directors of Public Health in England or Local Health Boards in Wales.

⁴ Decisions under the Licensing Act 2003 must be based on grounds of promoting the four licensing objectives: the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm. Issues relating to acute health harms, such as alcohol-related

received support from the Home Office and PHE, including guidance on engaging with the existing licensing framework, accessing existing data sources, training and support visits.

The LAA areas showed that where local authorities have routine access to health data and the necessary analytical capability to turn it into useful evidence, robust evidence bases to support licensing decisions within the existing licensing framework can be established. Where areas have access to wider health data on chronic conditions, to enable accurate mapping of vulnerable populations, this could help to inform approaches to tackling wider alcohol-related health harms. Where this evidence can be combined effectively with information on where those populations obtain their alcohol from this can further help to build a local picture of the causes of harm in an area. However, the work also showed challenges remain, including ensuring better access to all types of health data, improving data sharing agreements, and ensuring sufficient analytical resource at a local level.

injuries and assaults, can be raised within the existing licensing framework. Issues relating to chronic health harms, such as alcohol-related liver disease, cannot be raised under the existing framework.

Case Studies

Areas involved in the LAAA programme took a wide range of actions that have the potential to contribute to transforming their communities. Presented below are examples of those actions that relate to each of the aims of the programme. Readers are encouraged to reflect on these examples and to adopt what may help in tackling local issues.

Aim 1: Reducing alcohol-related crime and disorder

17 areas took forward work to reduce alcohol-related crime and disorder. There were three common themes to this work:

1. Reducing street drinking;
2. Reducing vulnerability in the evening and night time economy (ENTE); and
3. Reducing violence in the ENTE.

1. Reducing street drinking

HASTINGS: Managing and supporting street drinkers in a seaside town

Hastings and St Leonards has experienced problems linked to the behaviour of street drinkers for many years. A reducing the strength scheme, in which shopkeepers agreed to stop selling high strength beer and cider, was launched in January 2014.

In April 2014, the area commissioned a specialist treatment and recovery service to provide an alcohol and drugs outreach worker to engage drinkers and drug misusers, alongside a service to provide positive activities for substance misusers in the street community. Over 100 individuals received treatment in the first 6 months of the project.

In July 2014, Sussex Police led a Street Community Hub involving a wide range of agencies working together over a 3 day period. 58 clients went through a triage process which led to the development of individual care packages. This was followed by weekly case conferencing meetings to track and sustain support.

The local MP convened a series of stakeholder meetings during the project to gauge views on the impact of the work to manage and support street drinkers. At the last of these in February 2015, there was a consensus that public drunkenness had been reduced and that the area was generally calmer. Sussex Police recorded a reduction in reported incidents of street drinking of 63%.

2. Reducing vulnerability in the ENTE

NOTTINGHAMSHIRE: Club hosts

Drinkaware worked with Nottinghamshire to pilot a Club Hosts scheme. The Hosts operated in two bars in Nottingham and one in Mansfield between October and December 2014. The Hosts patrolled in pairs and provided help for people who seemed vulnerable or upset. They confronted harassment and contacted security if they witnessed anything more serious. 88% of people needing help from a Host were female. The most common type of incident (84%) the hosts dealt with was people who had drunk too much and become lost, unwell or had fallen asleep.

SCARBOROUGH: Mandatory safeguarding training for taxi drivers

Scarborough made safeguarding training a mandatory condition of a taxi driver's licence. The training covered adult and child safeguarding, child sexual exploitation, hate crime and domestic abuse. 420 taxi drivers were trained.

Drivers said they felt more confident to challenge inappropriate behaviour and report concerns. The training helped to develop closer relationships between the council and taxi drivers, increasing the information and intelligence provided by taxi drivers. In one incident, a taxi driver became concerned about a young woman who had got in the taxi with a man. The driver called the police and it transpired that a sexual assault had already occurred and that the woman was likely to have suffered further harm.

BLACKPOOL: Night safe haven

Since its introduction in 2008, the Night Safe Haven has helped over 10,000 people by providing immediate medical care and health interventions to intoxicated, incapable and vulnerable individuals in Blackpool town centre during the night-time economy. During 2014, it successfully diverted 166 patients who would have attended A&E, also reducing the number of ambulance call-outs.

To improve the Haven, Blackpool's Public Health Department commissioned a one year pilot where Haven services were provided by an emergency medical service lead. The pilot's report concluded that emergency clinical knowledge and ability to access to the local emergency department were key to effective delivery of the service.

[See also the case study on Swansea's Help Point in Annex A.](#)

3. Reducing violence in the ENTE

NOTTINGHAMSHIRE: Doorwatch scheme

Mansfield has several different teams of door supervisors. There was animosity between the different teams, who were not working together or communicating well with local agencies.

In response, Nottinghamshire established a Doorwatch scheme involving door staff teams. The scheme encouraged door staff to share information and raise concerns, and provided them with access to police and CCTV reports. Door staff also received training on vulnerability and fire evacuation. As a result of the scheme, there has been a significant improvement in incident reporting and in levels of contact with CCTV operators.

NORTHAMPTONSHIRE: Sobriety bracelets

The police in Northamptonshire piloted the use of sobriety bracelets to test the technology, process and outcomes using conditional cautioning. The pilot began with a small cohort of eligible individuals who had committed offences under the influence of alcohol, although over time it was extended to cover other offenders identified by the Dangerous Persons Management Unit. It did not include those who were in treatment or assessed as alcohol dependent.

A trial of sobriety bracelets with high risk sex offenders was supported by multi-agency public protection arrangements and a probation hostel. The use of the bracelet was supported by incentives, for example a reduction in the frequency of probation signing-on conditions. When using bracelets, individuals were able to work through a move on plan more effectively. The scheme also enabled offender managers to identify periods where the offender was struggling with substance misuse.

Aim 2: Reducing alcohol-related health harms

Seventeen areas took forward work to reduce alcohol-related health harms. There were three common themes:

1. improving treatment pathways;
2. reducing the number of young people drinking alcohol;
3. reducing drinking during pregnancy.

Areas also carried out exploratory work on the use of health data in the licensing system and to reduce wider health harms.

SOUTHEND: Assertive outreach model for complex needs

Southend commissioned Family Mosaic, a provider of care and support services, to deliver intensive work via assertive outreach to individuals with complex needs. This project has been in place since 1 January 2015.

The service works with between 25 and 40 clients at any one time. Clients have complex alcohol dependency problems combined with mental ill health, homelessness, other substance dependencies, engagement in criminal and/or anti-social behaviour and a range of other challenges. As a result of the work:

- 83% accessed and/ or engage with substance misuse treatment services, many for the first time;
- 53% addressed housing issues, including a 44% reduction in rough sleeping;
- 61% improved a variety of physical and mental health issues, resulting in 72% reducing the frequency of A&E attendances; and
- police intervention among the client group was reduced by 50%.

There is already evidence that this service is cost effective and has reduced the burden on public services. Whilst ongoing support may be required for some, many others are now in stable housing and fully engaged in treatment, with some having successfully completed treatment and on the way to full recovery.

2. Reducing the number of young people drinking alcohol

SCARBOROUGH: Increased trading standards activity on underage sales

The North Yorkshire Alcohol Strategy secured funding for additional Trading Standards (TS) capacity. The additional capacity funded additional work by local TS to follow up all complaints made about under-age sales, as well as other failures to comply with the Licensing Act 2003, including increased test purchasing at supermarket self-service tills.

This activity was supported by action at Scarborough College to provide 1500 students with free nationally recognised identification cards.

GREATER MANCHESTER: Let's Look Again At Alcohol - Alcohol and Children Don't Mix campaign

Directors of Public Health commissioned Drink Wise⁵, to develop a bespoke campaign focused on protecting children. The campaign engaged moderate drinkers and challenged social norms surrounding alcohol. Two elements of the campaign were:

- (1) The Party Fox campaign film about society's normalisation of alcohol consumption, especially around children; and,
- (2) The Drink Wise Challenge, a quiz designed to kick-start informal conversations on alcohol on the street, in the workplace, or online.

The Party Fox film has been viewed over 3,000 times online and shared widely on social media. It was also shown in GP surgeries, council offices and local hospitals. Independent research found that around two thirds (67%) of those surveyed said that the film made them think about the harm caused by children being exposed to alcohol. Just under half said the film made them less likely to drink in the presence of children. Over 2,500 people took part in the Drink Wise Challenge. Eighty nine percent of respondents were in favour of greater protection of young people from alcohol.

4. Reducing drinking during pregnancy

HALTON: Reducing alcohol consumption during pregnancy campaign

Halton Public Health and the Halton Health Improvement Team developed an integrated multi-channel social marketing campaign to reduce alcohol consumption during pregnancy.

The campaign aimed to improve women's understanding of the risks from drinking alcohol during pregnancy and dispel the myths around the beneficial properties of certain products. The campaign also aimed to change attitudes about drinking alcohol during the pregnancy and its acceptance in certain social groups. Local evaluation, although from a small sample, revealed promising results in terms of recollection of the campaign leaflet and changing women's perceptions of drinking alcohol in pregnancy. Campaign resources have been distributed across the North West of England and there has also been interest from Canada.

⁵ [Drink Wise](#) supports North West Directors of Public Health, and is commissioned by the ten AGMA authorities to provide alcohol advocacy and improvement services. Drink Wise has led much of the campaign work delivered in 2014/15 under the LAAA.

Exploratory work on the use of health data in the licensing system and to reduce wider health harms

DONCASTER: Local Data Observatory

The Doncaster Local Data Observatory improves joint working by facilitating access to and sharing of quality information and intelligence about Doncaster and its populations. Analysts from several local partner organisations, including the local authority, police and NHS administer and maintain the laboratory and collaborate on research projects with each partner signing up to agreed data sharing arrangements.

The partnership had no funding and had to overcome a number of challenges including establishing governance arrangements, technical and IT issues, and legal and ethical issues around sharing data. However, over time it has helped to generate efficiency gains, build better relationships with partners and buy-in from the local trade.

MIDDLESBROUGH: Hospital Intervention and Liaison Team

The Middlesbrough Hospital Intervention and Liaison Team (HILT) was set up to identify, assess and appropriately signpost patients who present to the James Cook University Hospital with alcohol and/or substance misuse-related problems. The HILT screens patients coming through A&E between the hours of 08.00 – 00.00, 7 days per week, picking up on acute and chronic alcohol-related health harms. The team analyses previous history of contact with the health care system, and the potential risk of patients that have only experienced acute alcohol-related health harms developing liver disease. The assessment is based on a range of scores as part of an audit, including details on where they live.

The health information is combined with other data including crime and licensing authority intelligence to provide a visual report of alcohol-related problems in a ward area and enable hotspots to be identified. Further intelligence has been gathered (including from treatment services and street drinking Audits) to map where patients with alcohol-related problems have been buying their alcohol and the products they have been buying. It has also enabled mapping of the relationship between the lowest unit price of alcohol by ward and the number of admissions, unique cases and off-licence premises. This combined mapping of various data sources has been used effectively to support several reviews of premises licences, to prevent the sale of alcohol where appropriate and to evidence Cumulative Impact Policies.

STOKE-ON-TRENT: Alcohol and Tobacco Survey

In 2013 Stoke-on-Trent Public Health Team commissioned a survey on alcohol and tobacco, based on a sample of around 2,400 from a total adult population of approximately 200,000. The alcohol-related part of the survey focused on awareness of national guidance, such as alcohol units and on encouraging 'alcohol-free days', as well as an assessment of drinking behaviours across the sample. Findings from this survey have been used by the Public Health Team to inform promotional activities, improve the accuracy of smoking and alcohol-related prevalence estimates and inform local health commissioning.

The survey was low-cost and the public health team hoped it would be repeated in the near future and did not anticipate any problems with adding new questions about where the local population bought its alcohol and the type of products they typically buy.

Aim 3: Diversification of the night-time economy

Fourteen areas took forward work to diversify the ENTE. Efforts centred on broadening the appeal of the ENTE.

SWANSEA: Night Time Economy Promotional Initiative

Swansea built anticipation and interest ahead of the announcement that its ENTE had been awarded a Purple Flag. The area gained the support of a local newspaper, which featured a series of Canterbury Tales-style articles, each one featuring the experiences of a different worker in the night time economy. The newspaper became a key part of the campaign, and generated important publicity for improvements Swansea had made to its ENTE.

GRAVESHAM: Christmas Programme

Gravesend developed a Christmas events programme. The programme brought businesses, retailers, agencies and the community together to develop the ENTE economy in Gravesend. The programme encouraged local retailers to extend their shop opening hours on key evenings and local bars, restaurants and venues were asked to run at least one event to support the programme. The programme won the support of 24 venues, who gave very positive feedback.

Many businesses that took part also registered an interest in becoming more involved in 2015 celebrations. Feedback suggests that the Programme increased footfall, encouraged visitors to the town centre who may not have visited otherwise and helped to change some of the negative perceptions of the town centre.

GLOUCESTER: The Cavern

The Cavern is a non-alcoholic bar in Gloucester for teenagers to divert them from gathering outside local fast food outlets. It opened during the LAAA programme and attracted teenagers and young people. It was fitted out in a vibrant way, with trading hours set to attract young people and keep them off the street.

Application to take part in the Local Alcohol Action Areas programme

1.	Who will be the lead contact for your area? (Name / Job Title / Organisation / Phone / Email)	
2.	Who is the Senior Responsible Owner for your proposed project? (Name / Job Title / Organisation / Phone / Email)	
3.	What is the exact location of your proposed LAAA? (a LAAA can be any size from a single town centre to a whole county or metropolitan area)	
4.	Which of the three LAAA aims will your project address? (Please see section 1 of the programme's prospectus for a description of the three aims)	
5.	Which of the programme's five core challenges will your area take action on? (Please see section 2 of the programme's prospectus for further information about the core challenges. Note that taking action on at least one is a required)	
6.	Please describe the issues that make your chosen aim(s) and challenge(s) a priority for your area. (500 words max.)	
7.	Please set out what action is currently taken to tackle these issues and how successful it has been. (500 words max.)	

8.	Please describe the current state of partnership working in your area (500 words max.)	
9.	If the actions that you plan will need the cooperation of local businesses or impact on them, please describe how you plan to engage with them (500 words max.)	
10.	<p>Please confirm that this application has the support of the following:</p> <p>Crime aim - Police and Crime Commissioner or Chief Constable or local authority director responsible for community safety.</p> <p>Health aim - Director of Public Health</p> <p>Diversification aim - local authority director responsible for planning and economic development</p>	
11.	If one of your project's chosen aims is to reduce health harms, please confirm that you have discussed your action plan with your Public Health England regional office.	
<p>Name:</p> <p>Organisation:</p> <p>Contact details if not provided above:</p>		

Please note that this application must be accompanied by a plan that sets out the actions your area intends to take as part of this programme. These actions must include at least one that relates to a core challenge of the programme. Where actions require funding, the plan must indicate if this has been found. It should also describe how the effectiveness of all actions will be assessed (maximum four pages).

Please return this form to laaa@homeoffice.gsi.gov.uk by 18 November.
If you have any queries regarding the application process please contact Andy Parsons on 020 7035 1921 or at the email addresses above.

Home Office Local Alcohol Action Areas (LAAA) 2

Home Office Steer

Following from the first round of LAAAs the Home Office has identified the following ‘hallmarks’ of effective working’. Successful applications to the LAAA 2 programme will express a clear commitment to these.

Hall marks

1. Partnership working
2. Senior Buy-in
3. Information Sharing

Priorities:

For the second round of the programme the Home Office has identified the following priorities to build on the effective practice which was identified from phase 1 areas. Successful expressions of interest to the second phase will commit to address at least one of these priorities.

- a. Safe spaces
- b. Engaging the whole of ENTE staff
- c. Preventing selling to drunken persons
- d. Sharing intelligence
- e. Designing out crime

Delivery Plan:

1. Creation of Safe Spaces within Town Centres

Ref	To be accomplished by:	Lead	When	Measure of success
a.	Liaison with licensed premises to establish a network of safe space ambassadors. Members of staff who work in licensed premises to receive training to deal with vulnerability.	Susie Rhodes-Best and NALG (Nottinghamshire authorities Licensing group)	June 2017	Network established. Number of people trained.
b.	Ensure that other capable guardians in the ENTE understand the role of the safe space and utilise it fully. A series of safe spaces to be established in licensed venues. Partnerships to be established between safe space venues and capable guardians.	Susie Rhodes-Best and NALG	June 2017	Venues signed up to the scheme and partnership established. Awareness within partner organisations of safe space and referrals made.
c.	Ensure that Street Marshalls interact fully with Street Pastors to help vulnerable people. Training given to Street Marshalls and Street Pastors to offer appropriate advice to vulnerable people.	Mansfield BID and Street Pastors	November 2017	Training delivered to Street Marshalls and Street Pastors. Referrals made viewed on the weekly report.

2. Full engagement with ENTE partnership staff

Ref	To be accomplished by:	Lead	When	Measure of success
a.	Ensure all high-risk venues have undertaken vulnerability training. Bespoke training to be delivered to risky venues throughout the county. Identify risky premises from Innkeeper and local intelligence. Training delivered to hotels, doorstaff and late bar and clubs.	Susie Rhodes-Best and NALG	November 2017	Identified Venues trained.

b.	Expand provision of vulnerability training to food outlet staff. Identify risky late refreshment venues via innkeeper and local intelligence. Agree time scale of delivering training. Work with partners, including CSE, to deliver training.	Susie Rhodes-Best and NALG	November 2017	Identified Venues trained.
c.	Expand provision of vulnerability training to public transport and taxi staff. Negotiate with Public Transport to offer vulnerability training. Deliver training in partnership with licensing authorities for all taxi drivers. Extend vulnerability training to taxi operators and telephone operators.	Susie Rhodes-Best and NALG	November 2017	Increased number of partner organisation staff working with ENTE who have received vulnerability training. Increased number of people interacted with by trained staff.
d.	Ensure response teams and ENTE officers are fully aware of vulnerability issues, including for drugs issues. Delivery of vulnerability training to officers involved in the ENTE.	Chief Inspector Neil Williams	November 2017	Increased knowledge and awareness of vulnerability by Police officers working within the ENTE. Officers trained and aware of vulnerability issues.
e.	Expand door watch to other areas.	Susie Rhodes-Best and NALG	November 2017	Increase in the number of doorwatches.

f.	Work together to create an ENTE vision for the County through (Nottinghamshire Authorities Licensing group) NALG.	Susie Rhodes-Best and NALG	June 2017	Vision created.
g.	Build on the success of LAAA1 to ensure that NALG continues to develop and build good partnership practice. Development of county wide schemes that build and develop best practice. Communicate good practice to other partners via NALG. Ensure that changes in legislation and Policies are delivered effectively and consistently.	Susie Rhodes-Best and NALG	November 2017	A consistent approach across the county. Communication with partners about changes in legislation and police are delivered.
h.	Develop closer links with Community Safety Partnerships to ensure consistency of alcohol strategies across the county. Ensure links to other alcohol strategies (PCC's and government). Ensure that it delivered effect and by the relevant partner. Ensure that there are links to other strategies but no duplication.	Chief Inspector Neil Williams	November 2017	Consistency of the three CSP strategies around alcohol.

3. Prevent selling to drunken persons

Ref	To be accomplished by:	Lead	When	Measure of success
a.	Responsible retailing training made available and actively encouraged with high risk venues.	Susie Rhodes-Best and NALG	June 2017	Training delivered to high risk venues.
b.	Design and supply “selling to drunk” materials.	Susie Rhodes-Best and NALG	June 2017	Materials made available to retailers.
c.	Test purchase selling to Drunks. Premise identified by Innkeeper and intelligence.	Chief Insp Neil Williams	October 2017	Operation has taken place and learning is used in further prevention activities.
d.	Training to off-licenses where there are high levels of street drinkers and or alcohol related disorder. Venues identified by Innkeeper and intelligence.	Susie Rhodes-Best and NALG	October 2017	Training delivered to premises.

4. Sharing Intelligence

Ref	To be accomplished by:	Lead	When	Measure of success
a.	Link into newly established Hubs in Mansfield and Ashfield to share intelligence.	Chief Insp Neil Williams	March 2017	Information Sharing Agreements / Protocols in place. Increase in Intelligence.
b.	Establish links with NALG to share A&E data to map risk in the ENTE.	NALG	June 2017	Information Sharing Agreements / Protocols in place. Data shared and mapped.
c.	Develop pathways for partners to share intelligence with each other.	Chief Insp Neil Williams	June 2017	Intelligence Sharing Pathways are mapped and shared.

5. Design Out Crime

Ref	To be accomplished by:	Lead	When	Measure of success
a.	Engaging with town centre planners / managers to promote / create a vision for town centre ENTE.	District commanders	April 2018	Vision document completed and publicised.
b.	Working in partnership to establish an ENTE Strategy for stakeholders.	Chief Insp Neil Williams	November 2017	Strategy in place.
c.	Working with Planners and venues to design out crime and create a safe place to be.	Chief Insp Neil Williams	April 2018	Long term strategy created for town centres across the county.
d.	Continue to support and expand good practice schemes that enhance the ENTE, purple flag, Best Bar None, PASS, and Door watch, etc.	ENTE leads for each area	November 2017	Continued purple flag, Best Bar None, PASS and Doorwatch accreditation.
e.	Support well run, well designed venues that offer diversity. Explore the culture and history of areas to encourage partnership between venues. Sharing best practice.	ENTE leads for each area	November 2017	An increase in the number of venues which are diverse.
f.	Promote and assist venues that make the offer to encourage daytime and early evening activities.	ENTE leads for each area	November 2017	Increase in diverse venues.
g.	Promote Positivity and good practice to raise the perception of town centres.	Chief Insp Neil Williams	April 2018	Increase in the proportion of the public who have positive perceptions of town centres (from surveys).

COUNTY WIDE BEST BAR NONE SCHEME

1.0 Purpose of Report

- 1.1 To provide Members with a final year report on year two of the county wide Best Bar None Scheme.

2.0 Background

- 2.1 The Best Bar None (BBN) scheme rewards licensees who provide good management, a safe and enjoyable environment for customers, discourage binge drinking and prevent alcohol related crime. It therefore encourages licensees to act responsibly and take pride in their premises and surroundings and, in doing so, put something back into the town and local community.
- 2.2 The rewards for licensees include, the prestige of being part of the awards scheme, increased business within the area and lower insurance premiums resulting from the fact that they are running safer establishments. It also provides an opportunity for licensees to demonstrate to official agencies how well they manage their own business. It is an opportunity for positive dialogue between the two sides.
- 2.3 In order to be awarded with the Best Bar None accreditation, premises must be compliant with all aspects of the law. However, for premises to have the potential of winning “best in the category” they must offer much more than this, and this is one of the ways the Best Bar None Scheme helps to raise the standards of licensed premises, by providing a competitive framework. Although the scheme is nationally recognised, it can be tailored to the local environment. As a result, the scheme will not focus primarily on the late night economy and instead will capture all types of licensed premises across the County.

3.0 The Scheme to Date

- 3.1 The Best Bar None Scheme was launched across the county in January 2015. The scheme was promoted at Pub Watch meetings, during individual visits and in the press, although it is fair to say that the press coverage across Newark and Sherwood was less than in some other districts.

3.3 Year One

Across the county interest was expressed from 259 venues with applications being received from 109 premises. Within the Newark & Sherwood District there were 8 applications. Seven of the application premises met the Best Bar None criteria with the eighth just falling short. However, at the time of assessment they committed to a programme of improvements and have since satisfied the criteria and have been awarded the Best Bar None accreditation.

- 3.4 The top two premises with the highest assessment score were put forward into the county wide finals where they completed for the accolade of the best premises in the county. An additional premise was also be selected for the finals as a 'judges choice'. These are premises where the judges feel that whilst not necessarily scoring the highest in all categories there is one element that stands out. All the premises that have achieved the accreditation were included in a public vote to produce the overall public county winner.
- 3.5 At the awards ceremony in October 2016 recognising year one of the awards The Grove at Balderton was awarded the overall winner for Newark & Sherwood and the Red Lion Farnsfield was awarded the Best Village Pub in the countywide public vote.
- 3.6 All the applicants were invited to a local awards ceremony where the Chairman of Licensing committee presented the winners with their certificate of accreditation.

3.7 Year Two

Applications for year two have just closed in the summer and local applications were received from the following premises. The premises are graded on their compliance with the Best Bar None criteria and there are three levels which reflect the assessment score, these are:

- accreditation,
- accreditation with merit
- and accreditation with distinction.

Set out below are the premises and their grade.

The Magna Charta, Lowdham	accreditation
The Prince Rupert, Newark	accreditation
The Lion, Farnsfield	accreditation with merit
Old Post Office, Newark	accreditation with merit
Atrium, Newark	accreditation with distinction
The Sir John Arderne, Newark	accreditation with distinction
The Grove Inn, Newark	accreditation with distinction

- 3.8 The local Awards ceremony took place on the 19 January 2017 and the awards were presented by Councillor Mrs Crowe.
- 3.9 The highest scoring venues are put through to the county awards where they are assessed blind against venues of a similar nature from across Nottinghamshire. The categories for the awards are:

Town Centre Chain venue
 Suburban Chain
 Town centre Independent
 Suburban Independent
 Village Venue
 Evening and late night venue

3.10 The venues put forward into the county awards representing Newark and Sherwood were:

Atrium, Newark	Evening and late night venue
The Sir John Arderne, Newark	Town Centre Chain venue
The Grove Inn, Newark	Suburban Chain

3.11 The Awards also recognise the highest scoring venue in each locality in addition there is also a public vote for the most popular venue.

3.12 The County Wide awards were held on the 28 February 2017. The Judges Choice for the overall winner for Newark was The Sir John Arderne.

3.13 The Lion at Farnsfield won the County wide public vote for the best Village Venue.

3.14 The County Picture

Across the county there were 197 venues that expressed an interest in the scheme and of these 82 venues have successfully been accredited. There were nine venues that failed the accreditation and these venues have been provided with feedback to enable them to succeed next year.

3.15 The Nottinghamshire scheme is the only county wide scheme in the country. The National Best Bar None Awards were recently celebrated in London and the Nottinghamshire Scheme was 'Highly Commended' in the category of most innovative scheme for 2016.

4.0 The Future of the Scheme

4.1 The scheme has been funded for three years from both the Nottinghamshire County Council and the Police and Crime Commissioner. Year three is now underway and it is anticipated that the new awards for 2017 will be awarded at the end of the year.

4.2 Discussions are taking place with potential funders to provide some sustainability for the scheme. The assessments and administration processes associated with the scheme have been developed and over the first two years and these are now well established and lean so as not to place a burden on either the venues that wish to take part or the local authorities.

4.3 Licensing Authorities have been requested to commit their support for the scheme in years four and five. There is no direct financial commitment required but some officer time will be required. It is not anticipated that this will have any detrimental impact on the other duties of the Licensing Team.

4.4 The scheme is constantly under review and improvements have been identified for 2017 to reduce the burden on any venue taking part but also to ensure that there is equal competition between large pub chains and independent operations.

4.5 Part of the public vote for the recent awards included a survey relating to the venues that have achieved accreditation. The survey revealed that over 65 % of the respondents felt safer in a Best Bar None accredited venue than in a non-accredited venue.

5.0 RECOMMENDATIONS that:

(a) Members are asked to note the progress of the Nottinghamshire County Best Bar None Scheme; and,

(b) the scheme be supported in years four and five

Background Papers

Nil

For further information please contact Alan Batty on Extension 5467.

Karen White
Director – Safety

TEMPORARY EVENT NOTICES RECEIVED AND ACKNOWLEDGED BETWEEN 1 OCTOBER AND 31 DECEMBER 2016 INCLUSIVE

1.0 Purpose of Report

To inform Members of changes to Temporary Event Notices and notices that have been received and acknowledged between 1 October to 31 December 2016 inclusive.

2.0 Background

2.1 The Licensing Act 2003 introduced a light touch system for ad hoc, permitted temporary activities. A Temporary Event Notice (TEN) is given by an individual (a premise user) and authorises the premises user to conduct one or more licensable activities at premises.

2.2 There are two types of TEN;

- A standard TEN, to be given no later than 10 working days before the event to which it relates
- A late TEN, can be given 9 and not later than 5 working days before the event. Late TENs are intended to be used by premise user who is required for reasons outside their control to for example, change the venue at short notice.

2.3 Only the Police and Environmental Health can make representation against the TEN. Once the Police and Environmental Health receive a TEN, they have three working days to make any objections to it on the grounds of any of the four licensing objectives: prevention of crime and disorder; prevention of public nuisance; public safety; and the protection of children from harm. If no objections are received the event will go ahead as planned. If an objection is received for a standard TEN the Council will have to organise a hearing to consider the objection and may impose conditions or decide that the event cannot go ahead. If an objection is received against a late TEN, no hearing is held and the application is refused.

2.4 There is a standard fee of £21 for every TEN that is submitted.

2.5 It should be noted that TENs continue to be received in large numbers. This is thought to be due to the diverse nature of the district and the many events that take place away from licensed establishments.

3.0 Attachments

3.1 A list of Temporary Event Notices numbers by ward that have been received and acknowledged between 1 October and 31 December 2016 is attached at **Appendix A**.

3.2 A detailed list of Temporary Event Notices is attached at **Appendix B**.

4.0 **RECOMMENDATION**

That the report be noted.

Background Papers

Nil

For further information please contact Nicola Kellas on extension 5894.

Karen White
Director - Safety

APPENDIX A

Temporary Event Notices Acknowledged between 1 October and 31 December 2016 inclusive listed by wards. For further details please see Licensing Section.

Ward	Number of TENS	TEN No's
Balderton North and Coddington	2	16/01637/TEN, 16/01563/TEN
Beacon	3	16/01735/TEN, 16/01523/TEN, 16/01521/TEN
Castle	7	16/01849/TEN, 16/01636/TEN, 16/01612/TEN, 16/01611/TEN, 16/01610/TEN, 16/01530/TEN, 16/01414/TEN
Collingham	7	16/01555/TEN, 16/01492/TEN, 16/01483/TEN, 16/01469/TEN, 16/01406/TEN, 16/01369/TEN, 16/01368/TEN
Dover Beck	4	16/01731/TEN, 16/01377/TEN, 16/01374/TENLAT, 16/01357/TENLAT
Farndon and Fernwood	8	16/01791/TEN, 16/01719/TEN, 16/01558/TEN, 16/01500/TEN, 16/01437/TEN, 16/01431/TEN, 16/01430/TEN, 16/01430/TEN
Farnsfield and Bilsthorpe	1	16/01513/TEN
Lowdham	2	16/01420/TEN, 16/01417/TEN
Ollerton	6	16/01745/TEN, 16/01743/TENLAT, 16/01709/TEN, 16/01708/TEN, 16/01625/TEN, 16/01609/TEN
Rainworth North and Rufford	6	16/01809/TEN, 16/01364/TEN, 16/01363/TEN, 16/01362/TEN, 16/01361/TEN, 16/01359/TEN
Rainworth South and Blidworth	1	16/01799/TEN
Southwell	14	16/01820/TEN, 16/01800/TEN, 16/01642/TEN, 16/01582/TEN, 16/01579/TEN, 16/01542/TEN, 16/01509/TEN, 16/01502/TEN, 16/01501/TEN, 16/01484/TEN, 16/01443/TEN, 16/01419/TEN, 16/01379/TEN, 16/01358/TEN
Sutton on Trent	5	16/01520/TEN, 16/01519/TENLAT, 16/01517/TEN, 16/01505/TEN, 16/01354/TEN
Trent	2	16/01663/TEN, 16/01353/TEN

APPENDIX B

TEMPORARY EVENT NOTICES ACKNOWLEDGED BETWEEN OCTOBER AND 31 DECEMBER 2016 INCLUSIVE

KEY FOR LICENCED ACTIVITIES

A – THE SALE BY RETAIL OF ALCOHOL

C – SUPPLY OF ALCOHOL BY OR ON BEHALF OF A CLUB TO, OR TO THE ORDER OF, A MEMBER OF THE CLUB

E - THE PROVISION OF REGULATED ENTERTAINMENT

R – THE PROVISION OF LATE NIGHT REFRESHMENT

REF	ACK'D	PREMISE	NATURE OF EVENT	DATE OF EVENT	TIME OF EVENT	LICENCED ACTIVITIES
16/01353/TEN	05.10.16	The Workhouse	Christmas Event	03.12.16	16:00 – 20:00	A,E,R
16/01354/TEN	05.10.16	Egmanton Village Hall	40 th Birthday Party	12.11.16	19:00 – 23:45	A,E
16/01357/TENLAT	07.10.16	Hoveringham Village Hall	Fundraising Quiz Night	15.10.16	19:00 – 23:00	A
16/01358/TEN	07.10.16	Southwell Scouts HQ	Fundraising Annual Quiz	19.11.16	19:00 – 22:00	A
16/01359/TEN	07.10.16	Rufford Country Park	Christmas Event – Santa’s Grotto	19/20.11.16	10:00 – 18:00	A
16/01361/TEN	07.10.16	Rufford Country Park	Christmas Event – Santa’s Grotto	26/27.11.16	10:00 – 18:00	A
16/01362/TEN	07.10.16	Rufford Country Park	Christmas Event – Santa’s Grotto	03/04.12.16	10:00 – 18:00	A
16/01363/TEN	07.10.16	Rufford Country Park	Christmas Event – Santa’s Grotto	10/11.12.16	10:00 – 18:00	A
16/01364/TEN	07.10.16	Rufford Country Park	Christmas Event – Santa’s Grotto	17-23.12.16	10:00 – 18:00	A
16/01368/TEN	07.10.16	Winthorpe Community Centre	Fundraiser	23.10.16	19:00–22:00	A
16/01369/TEN	07.10.16	Winthorpe Primary School	Firework Party	05.11.16	18:00 – 21:00	A
16/01374/TENLAT	07.10.16	Gunthorpe Village Hall	Village Hall Event	21.10.16	19.30 – 23:00	A, E
16/01377/TEN	07.10.16	Gunthorpe Village Hall	Village Hall Event	11.11.16	19:30 – 23:00	A,E
16/01379/TEN	10.10.16	The Minster Southwell	Fund Raiser Gift Fayre	11.11.16	16:30 – 10:00	A
16/01381/TENLAT	10.10.16	Earl’s Bar Fernwood	Birthday Party	22.10.16	23:30 – 13:30	A,E,R
16/01382/TEN	10.10.16	Robin Hood Activity Centre	Medival Re-Enactment	28/29/30.10.16	16:00 - 02:00 10:00 – 02:00 10:00 – 02:00	A
16/01383/TENLAT	11.10.16	Castle Newark	Halloween Event	22.10.16	17:00 – 22:00	A
16/01399/TEN	13.10.16	Newark Academy	Swimming Club Presentation	25.11.16	18:30 – 23:30	A,E
16/01406/TEN	14.10.16	Winthorpe Community Centre	Fundraiser	12.11.16	19:30 – 23:30	A,E
16/01414/TEN	17.10.16	Waitrose Newark	Extension to Alcohol Hours	23/24.12.16	07:00 – 08:00	A
16/01417/TEN	17.10.16	Lowdham Village Hall	Fundraising Event	20.11.16	10:30 – 16:30	A,E
16/01419/TEN	17.10.16	The Minster School	Fundraiser Event	04.11.16	18:45 – 23:00	A
16/01420/TEN	17.10.16	St Mary’s Church Lowdham	Concert	03.12.16	19:30 – 22:30	A,E
16/01430/TEN	19.10.16	Holme View Elston Lane	Bonfire Night	04.11.16	17:00 – 21:00	A
16/01431/TEN	19.10.16	Elston Church Top Street Elston	Advent Meal	25.11.16	19:00 – 23:00	A,E

16/01437/TEN	19.10.16	Farndon Memorial Hall	Christmas Event	03.12.16	19:30 – 23:30	A,E,R
16/01469/TEN	25.10.16	Coronation Hall South Clifton	Village Ventures Event	25.11.16	17:00 – 23:00	A,E.
16/01483/TEN	27.10.16	Virginia Cottage Gainsborough Road, Girton	Birthday Party	10.12.16	19:00 – 01:00	A,E
16/01484/TEN	27.10.16	The HopBarn Hockerwood Lane Southwell	Music Event	12.11.16	18:00 – 22:30	A,E
16/01492/TEN	01.11.16	Coronation Ha;; South Clifton	Golf Presentation	26.11.16	18:30 – 11:30	A,R
16/01500/TEN	03.11.16	Eden Hall Lodge Lane Elston	Engagement Party	03.12.16	19:00 – 03:00	A,E
16/01501/TEN	03.11.16	Alfresco Café 10 Queen St Southwell	Shopping For Christmas	01.12.16	10:00 – 22:00	A
16/01502/TEN	03.11.16	Lowes Wong Infant School Southwell	Fund Raising Event	17.11.16	19:00 – 23:00	A
16/01505/TEN	03.11.16	Village Hall Maplebeck Newark	New Years' Eve Party	31 – 1.01.17	19:00 – 01:00	A,E
16/01516/TEN	07.11.16	St Michaels C of E Primary Farnsfield	Fund raising Event	19.11.16	20:00 – 23:00	A,E,R
16/01517/TEN	07.11.16	Weston Village Hall Main Street Weston Newark	Christmas Party	17.12.16	18:00 – 23:00	A
16/01520/TEN	07.11.16	Weston Village Hall Main Street Weston Newark	Quiz Night	25.11.16	18:00 - 23:00	A
16/01521/TEN	07.11.16	The Masonic Hall The Avenue Newark	New Year's Eve Party	31.12.16	23:00 - 00.30	A,E
16/01523/TEN	07.11.16	The Masonic Hall The Avenue Newark	Ladies Evening	19.11.16	23:00 00.00	A,E
16/01542/TEN	09.11.16	Lowes Wong School Southwell	Fund Raising Event	03.12.16	18:00 - 20:00	A
16/01530/TEN	09.11.16	Marks & Spencer Newark	Opening Times	19.12.16	7:30 - 8:00	A
16/01555/TEN	10.11.16	Coronation Hall Sth Clifton	Evening Disco	9.12.16	18:00 - 23:00	A,E
16/01558/TEN	11.11.16	All Saints Church Hawton Newark	Christmas Fair	26.11.16	14:00 - 17:00	A
16/01563/TEN	11.11.16	Coddington Primary School Newark NG24 2QA	Christmas Fayre	09.12.16	17:00 - 21:00	A
16/01579/TEN	11.11.16	Newfield Farm Caunton Road Hockerton	Annual Christmas Fayre	26/27.11.16	10:00 - 17:00	A
16/01582/TEN	11.11.16	The Hearty Goodfellow Southwell	50 th B/D Party	19.11.16	17:00 – 23:00	A,E,L
16/01609/TEN	17.11.16	Thorsesby Riding Hall	Food & Gift Fair	26/27.11.16	09:30 - 16:30	A,
16/01610/TEN	17.11.16	Newark Market Place	Christmas Light Switch On.	27.11.2016	09:30 -17:30	A
16/01611/TEN	17.11.16	Newark Market square	Food and Gift Market	04.12.16	9:30 – 17:30	A
16/01612/TEN	18.11.16	Rowing Club Farndon	Christmas Fare	17.12.16	14:00 – 20:00	A

16/01614/TEN	18.11.16	A1 Five Systems - Boughton	Christmas Party	17/18.12.16	16:00 - 01:00	A
16/01636/TEN	22.11.16	Rowing Club Farndon	Private Function	30.12.2016	18:00 – 23:59	A,E,L
16/01637/TEN	22.11.16	Scout Hall Main Street Coddington	Quiz Night	14.01.2016	19:00 – 23:00	A
16/01642/TEN	22.11.16	Southwell Market Southwell	NSPCC Fundraising	01.12.2016	16:30 – 20:30	A
16/01719/TEN	29.11.16	St Peters Cross Keys CofE Academy	School Disco	15.12.2016	18:00 – 20:00	A
16/01731/TEN	01.12.16	Biondi Bistro Gunthorpe Notts.	Birthday Party	16/17.12.16	09:00 – 02:00	A,E,R
16/01791/TEN	09.12.16	Earl`s Bar & Restaurant	Wedding	17.12.2016	11:30 – 1:30	A,E,R
16/01799/TEN	13.12.16	Joseph Whitaker School Rainworth	Quiz Night	03.02.2017	19:00 – 23:00	A,E,R
16/01800/TEN	13.12.16	THE WAGGON AT HALAM The Turnpike Halam Southwell	New Year	31.12.2016 – 01.01.2017	00:00 – 02:00	A,E
16/01809/TEN	15.12.16	The Mil Tea Shop – Rufford Mill	Christmas Special	26.12.2016 – 01.01.2017	10:00 – 18:00	A
16/01820/TEN	16.12.16	The Minster School	Burns Night	27.01.2017	18:45 – 23:00	A

UPDATE ON QUARTERLY PERFORMANCE AND ENFORCEMENT MATTERS

1.0 Purpose of Report

1.1 To inform Committee of the activity and performance of the licensing team between 1 October to 31 December 2016 and to provide Members with details of current going enforcement issues.

2.0 Background

2.1 This report covers the period from 1 July and 30 September 2016 and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

Activity Report for 1 October to 31 December 2016

Application Type	Number Received	Number Issued	Number Refused	Comments
Personal Licence	15	15	0	
Vary the Designated Premise Supervisor	20	20	0	
Transfer of Premise Licence	9	9	0	
Minor Variation	4	4	0	
Variation to Premise Licence	0	0	0	
New Premise licence	4	4	0	
Change of Premise Name	0	0	0	
Notification of Interest	0	0	0	
Temporary Event Notices	68	68	0	

2.2 As can be seen from the above table there were two variations to existing licences and three new applications for premises licences. The table below identifies the premises and the outlines the outcomes of the applications.

Premises	Application	Description of application	Outcome
China Moon, 5 Mansfield Road, Edwinstowe. NG21 9NL	New premises application	Application to sell alcohol on and off sales in takeaway shop	Granted subject to conditions
45 Stodman Street, Newark. NG24 1AW	New premises application	Application to sell alcohol on the premises.	Granted subject to conditons
Plough Inn, Main Street, Coddington NG24 2PN	New premises application	Application to sell alcohol on and off sales, regulated entertainment.	Granted following hearing

80 Main Street, Gunthorpe. NG14	New premises application	Application to sell alcohol and regulated entertainment.	Granted subject to conditions
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2.3 Enforcement Activity

Ongoing Enforcement Activity 1 October to 31 December 2016

Location	Summary Of Complaint/Reason For Visit	Date Case Opened	Action Taken So Far
Belams Bar & Bistro	CCTV check	04.10.2016	Visited premise. No staff available to view CCTV footage. Handed over to Notts Police as they have an ongoing issue with this premise regarding CCTV.
Farnsfield Cricket Club	Gaming Machine check	11.10.2016	Advice given.
Railway Inn Lowdham	Routine check re; change of management. No applications have been received.	17.10.2016	Advice given. Applications chased up. All in order now.
Cardinals Hat Newark	Routine check re; change of management. No applications have been received.	17.10.2016	Advice given. Applications chased up. All in order now.
Lurcher Rainworth	Routine check re; change of management	17.10.2016	All in order.
Old Post Office Newark	Complaint that door staff are allowing young children in.	17.10.2016	Meeting along with Police held at premises to discuss the matter and also a recent report of fighting. Advice given and licensing responsibilities reiterated.
Navigation Newark	Noise complaint	30.11.2016	Noise equipment placed near the premises. EHO officer has had a listen and thinks there is insufficient evidence. No further action.
La Parisienne Southwell	Annual fee not received.	14.11.2016	Licence holder agreed to make payment that day. No summary on site. Requested replacement and advised on licensing requirements.

80 Main Street Gunthorpe	Check signs regarding new premise application	14.11.2016	Signs not correct on first visit. Gave advice. All correct on second visit.
Brobot Petroleum Rainworth	Check signs regarding premise variation	18.11.2016	All in order
Fox & Hounds Blidworth	Check signs regarding minor variation	22.11.2016	All in order
Mcdonalds Ollerton	Check signs regarding premise variation	22.11.2016	No signs on first visit. Advised the application process would not begin until the signs were in place. All ok on second visit.
Lord Ted Farndon	Gaming machine check	23.11.2016	All in order
Bramley Apple Southwell	Noise complaint	14.11.2016	Spoke about previous noise issues and how the pub previously had a noise abatement notice on it in the past and was open to us in the future if it persisted.
Hearty Goodfellow Southwell	Noise complaints	21.11.2016	Due to previous complaints I Informed licence holder of our policies and of what enforcement action may take place if there were to be further complaints. Noise abatement notice and possible prosecution. Agreed that no more TEN's will be requested apart from Southwell folk festival week.
Sawmill Newark	Noise complaint/fighting/late night drinking	9.12.2016	On first visit CCTV was not working. Called Marstons and the nature of concerns were discussed at length. Considered holding a review of premise licence. On a further visit, the CCTV is now operational. DPS served with a warning letter. Will monitor periodically.
Railway Inn Lowdham	Check signs regarding minor variation	12.12.2016	Notices not in place. Also, change of manage. New owner has not submitted a transfer of vary DPS application. Advice given and applications chased up. On second visit, the premise is closed or a total refurbishment. Will visit site once reopened.

Texaco 69 Northgate	Check signs for premise variation application	21.12.2016	All in order.
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3.0 RECOMMENDATION

That the Committee consider the contents of the report and identifies any issues it wishes to examine further.

For further information please contact Kerrie Vickers on Extension 5236

Karen White
Director – Safety