



Ref: Agenda/TCM– 19/07/2022

14<sup>th</sup> July 2022

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the Town Centre Management Committee Meeting of Biggleswade Town Council that will take place on **Tuesday 19<sup>th</sup> July 2022** at the **Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at **7:00pm**, for the purpose of considering and recommending the business to be transacted as specified below.

Yours faithfully

A handwritten signature in black ink, appearing to read "Peter Tarrant", written over a horizontal line.

Peter Tarrant  
Town Clerk & Chief Executive

Distribution:       All Town Councillors  
                          Notice Boards  
                          The Press

Committee Members:

Cllr. M. Knight (Chair)  
Cllr. D. Strachan (Vice Chair)  
Cllr. D. Albone  
Cllr. I. Bond  
Cllr. G. Fage  
Cllr. M North  
Cllr. R. Pullinger  
Cllr. M. Russell  
Cllr. C. Thomas  
Cllr. J. Woodhead

## **AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- a. Disclosable Pecuniary interests in any agenda item.
- b. Non-Pecuniary interests in any agenda item

3. **CHAIRMAN'S ANNOUNCEMENTS**

**4. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the agenda.

Please register in advance for this webinar:

**[https://us06web.zoom.us/webinar/register/WN\\_152M1zt8SbiDHSSoVsDJVg](https://us06web.zoom.us/webinar/register/WN_152M1zt8SbiDHSSoVsDJVg)**

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **one three-minute slot**.

**5. INVITED SPEAKER**

None.

**6. MEMBERS' QUESTIONS**

**7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. The Minutes of the Town Centre Management Committee Meeting held on **Tuesday 17<sup>th</sup> May 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

**8. MATTERS ARISING**

- a. The Minutes of Town Centre Management Committee Meeting held on **Tuesday 17<sup>th</sup> May 2022** at the Office of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

**9. ITEMS FOR CONSIDERATION**

a. **CCTV**

For Members to receive and consider a written report from the Head of Governance & Strategic Partnerships and the Place Shaping Manager.

b. **Premises License Application**

For Members to receive and consider a written report from the Place Shaping Manager.

c. **Market Fees**

For Members to receive and consider a written report from the Place Shaping Manager.

d. **Market Square Vision**

For Members to receive and consider a written report from the Place Shaping Manager and Head of Governance & Strategic Partnerships.

e. **Christmas Offer Procurement**

For Members to receive and consider a written report from the Place Shaping Manager and Head of Governance & Strategic Partnerships.

## 10. **ITEMS FOR INFORMATION**

### a. **Crime Statistics Q4 2021-2022**

For Members to receive a written report from the Place Shaping Manager outlining and analysing the Biggleswade crime statistics for January 2022 – March 2022.

### b. **Remembrance Sunday**

For Members to receive an oral update from the Place Shaping Manager.

### c. **War Memorial Maintenance**

For Members to receive an oral update from the Head of Governance & Strategic Partnerships and the Public Realm Manager.

### d. **Great Big Green Week**

For Members to receive an oral update from the Head of Governance & Strategic Partnership and the Public Realm Manager.

### e. **Car Parking Traffic Regulations Order**

For Members to receive an oral update from the Place Shaping Manager.

## 11. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Please register in advance for this webinar:

**[https://us06web.zoom.us/webinar/register/WN\\_152M1zt8SbiDHSSoVsDJVg](https://us06web.zoom.us/webinar/register/WN_152M1zt8SbiDHSSoVsDJVg)**

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

## 12. **EXEMPT ITEMS**

The following resolution will be **moved** that it is advisable in the public interest that the public and press are excluded whilst the following exempt items are discussed.

**None.**

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.



**MINUTES OF THE TOWN CENTRE MANAGEMENT  
COMMITTEE MEETING HELD ON TUESDAY 17TH MAY 2022 AT  
7.00PM AT BIGGLESWADE TOWN COUNCIL OFFICE, 4  
SAFFRON ROAD, BIGGLESWADE, SG18 8DL**



**PRESENT:**

Cllr M Knight – Chairman  
Cllr D Strachan – Vice Chair  
Cllr D Albone  
Cllr I Bond  
Cllr M Russell  
Cllr R Pullinger  
Cllr J Woodhead

Mr Peter Tarrant, Town Clerk & Chief Executive, Biggleswade Town Council  
Mr Karim Hosseini, Head of Governance & Strategic Partnerships, Biggleswade Town Council  
Mrs S van der Merwe, Deputy Administration & HR Manager  
Mrs R Jandu, Temporary Senior Administrator

Members of the public: 1

**Meeting Formalities:**

Following a reminder to meeting attendees, both panel and public, that this is a formal meeting, the Chairman advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed be filmed and to the use of those images and sound recordings. The Chairman advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of the individual. The Chairman asked everyone to mute their microphones when not speaking.

**1. APOLOGIES FOR ABSENCE**

Cllr M North, Cllr C Thomas, Cllr G Fage.

**ABSENT WITHOUT APOLOGY**

None.

**2. DECLARATIONS OF INTEREST**

To receive statutory declarations of interests from members in relation to:

**a. Disclosable Pecuniary interests in any agenda item:**

None.

**b. Non-Pecuniary interests in any agenda item:**

None.

### **3. CHAIRMAN'S ANNOUNCEMENTS**

Cllr Knight and Mr Tarrant met with the owners of 29 Market Square on Friday 13<sup>th</sup> May 2022. They are conducting building maintenance, expected to take 6 weeks and will be starting after Queen's Jubilee weekend.

The owner and builders have requested permission to install a 5m<sup>2</sup> compound outside the building allowing storage of equipment and safe access for contractors. This will require temporary removal of a Town Council bench from outside the building. This was **AGREED** by Mr Tarrant.

### **4. PUBLIC OPEN SESSION**

The Chairman advised members of the public wishing to speak to either raise their hand (for in-person attendees) or to use the electronic 'raise hand' function on screen (for Zoom attendees).

There were no questions from members of the public.

### **5. INVITED SPEAKER**

None.

### **6. MEMBERS' QUESTIONS**

None.

### **7. MINUTES OF MEETINGS**

- a. Members received and **APPROVED** the Minutes from Town Centre Management Committee Meeting held on **Tuesday 15<sup>th</sup> February 2022** at **7pm** the Biggleswade Town Council offices, The Old Court House, 4 Saffron Road, Biggleswade, SG18 8DL.

### **8. MATTERS ARISING**

- a. From the Minutes of the Town Council Management meeting held on the **Tuesday 15<sup>th</sup> February 2022** at Biggleswade Town Council offices, 4 Saffron Road, Biggleswade, SG18 8DL.

None.

### **9. ITEMS FOR CONSIDERATION**

#### **a. Flag Flying Policy – 2022 Review**

Cllr Pullinger thanked Cllr Knight and all the Members for their contributions in refreshing this Policy.

Members recommended the following changes:

- Cllr Russell requested that the policy be changed to reflect that "Town Council flags shall be flown on all days....".

- Cllr Albane referred to page 11 in the agenda, last bullet point and requested “Officer” be changed to “Serving Member of the Armed Forces”.

Following these amendments being implemented, the Committee recommended the policy be put forward to a future Town Council meeting for final decision.

Cllr Albane asked if a stitched version of the flag could be used for special flag flying days such as Armistice Day and Remembrance Sunday. Mr Hosseini and Mr Lord agreed to investigate options.

b. **Queen’s Jubilee Celebrations**

Members received an update from Mr Hosseini. Plans for the two events are nearly complete. Officers will be doing a trial run at the Market Square next week to test logistics and examine the current planned siting of facilities and equipment. These are based on plans that are already in place.

Officers have been liaising with the Safety Advisory Group from CBC, revised paperwork has been submitted to CBC and a response is expected next week.

Five public street parties originally applied for licenses through the Town Council, however only three parties are confirmed to proceed on the day.

Cllr Strachan asked if the Town Council are aware of other activities taking place on the Thursday afternoon. Mr Hosseini confirmed Children’s Jubilee Tea Parties are planned for mid-afternoon.

Mr Tarrant thanked Mr Hosseini and Mr Lord for all the hard work that had gone into planning this event and the amount of paperwork that had been submitted to CBC. This was a significant investment in time.

The Town Council are now obliged to implement a number of policies to support event planning for the Town that will go to the next Council Meeting on 24<sup>th</sup> May 2022.

c. **Vision for Market Square – Proposed**

Members and Officers attended a presentation with CBC Officers regarding the Transportation Interchange on 21<sup>st</sup> April 2022. Various iterations of plans for bus routes in the Town Centre and re-routing of buses were considered. These plans would have an effect on traffic flow and impact on market/event days. Members outlined alternative suggestions which were sent to CBC Officers on 25<sup>th</sup> April 2022.

It was **AGREED** that the Committee’s formal position is that the road should be closed for all market and event days, and that both Council’s plans for the development of the Market Square should be the starting point for discussions.

d. **Christmas Offer Procurement**

The Procurement process for the Christmas Offer is underway and responses and quotes are being collated. A written report will follow at the next Town Centre Management Meeting on 19<sup>th</sup> July 2022. Mr Hosseini advised the Committee that Officers are also investigating replacement of the damaged Grotto panel.

e. **September 2022 10km Run**

Mr Hosseini discussed the route options that were submitted previously for this proposed run which will be a pilot event. If the pilot 10km run is successful, would be scaled up for an event to be held in May 2023 again.

Mr Hosseini advised he is awaiting final route proposals and will then engage with CBC regarding feasibility of road closure.

10. **ITEMS FOR INFORMATION**

a. **Speed Watch Signage**

It was suggested that the camera is available to neighbouring villages for a small fee. Members were opposed to the installation of permanent passive Speedwatch signs on the grounds of additional visual clutter and lack of evidence that they would reduce speed.

Officers would engage with other Councils as part of the quarterly Parish Council meeting.

b. **Big Barn**

Members **NOTED** the communication relating to Biggleswade Market's listing on Big Barn's website and no action is to be taken.

c. **Car Parking Traffic Regulations Order**

CBC Officers have confirmed that a Car Parking Traffic Regulation Order will be amended this month.

d. **War Memorial**

Mr Hosseini advised that maintenance and cleaning on the war memorial has been approved by CBC and commencement of works will be confirmed in due course.

Members noted that the Community had a number of concerns relating to children climbing on the War Memorial at a recent Town Centre event. Mr Hosseini advised the Town Council are investigating signage to be embedded within the turf.

11. **PUBLIC OPEN SESSION**

There were no questions from the member of public present.

12. **EXEMPT ITEMS**

The resolution was **moved** that it was advisable in the public interest that the public and press be excluded whilst the following exempt items were discussed.

(13a. **CCTV**)

13. **EXEMPT ITEMS**

a. **CCTV**

After a detailed discussion on the CCTV options available it was agreed that the following Recommendation be put to full Council.

- 8 fixed cameras and 1 mobile camera as per option 1.
- Choice of UK based manufacturer.
- Incorporating Century House into the CCTV coverage.
- Upgrade of Century House retention period.
- Recommendation to urgently request S106 to cover the required capital investment.

It was **AGREED** that this should be taken to the next Town Council Meeting on 24<sup>th</sup> May 2022 for further discussion.

The Chairman closed the meeting at 8:25pm





**BIGGLESWADE TOWN COUNCIL**  
**Town Centre Management Committee Meeting 19<sup>th</sup> July 2022**  
**CCTV Strategy Report**

**Implications of Recommendations**

**Corporate strategy:** ASPIRATIONS: Ensure the provision of CCTV that supports the Council's anti-crime initiatives and policies.

**Finance:** The cost envelope for the project is circa £58,009 subject to sourcing full funding.

**Equality:** The town council pays due regard to all equality legislation.

**Environment:** The town council pays due regard to all environment legislation.

**Community Safety:** The strategy sensitively maximises community safety and cohesion.

**Background**

Officers and Members have worked together to produce a viable CCTV strategy, which has been agreed by Council. The delivery of this strategy is now subject to acquiring the necessary funding from CBC or alternative sources.

**Summary**

1. Funding- CBC have informed Officers that the entire s106 funding pot (£33,081.40) historically used for Potton Road could be rerouted to fund CCTV, subject to agreement by the Policy Officer.
2. BTC Officers have encouraged CBC to widen their search for s106 funding from other town centre improvement pots, so that BTC can deliver the full 8+1 option. CBC has confirmed they are actioning this.
3. A project plan and implementation timeline is attached in Annex A.
4. There is anecdotal evidence that burglaries and theft from pubs and catering establishments in town is increasing. A crime report with data will follow in August.
5. Officers have sourced fresh quotes for 8+1, which have not changed. The £58,009 cost remains valid until mid-August, with upward pressure expected.
6. Officers confirm that the rural Match Funding application (£12.5k each party) cannot be used for CCTV. The application continues for green space improvement.
7. In the event of CBC not providing further s106 funds, alternative funding sources to fill the circa £25k gap include; using the town council capital reserves, or drawing down from the PWLB.
8. A hybrid system of hard-wired and wireless cameras is not possible.

**Options**

Officers and Members have expressed a preference to procure and deploy kit as soon as possible, maximising the number of units procured to fit within the current c. £33k s106 funding. There are two options to consider to meet the full number of required cameras (8 +1):

- A) A wireless 5-camera system is pursued, costing c £28k. Annex B illustrates this camera layout. The White Hart car park mobile camera unit would then be redeployed to Drove Road Cemetery at a cost of £185. A remaining 3 fixed and 1 mobile unit would be required.
- B) An 8 camera plus 1 mobile system is preferred in the short term for reasons set out above, selection of a BTC funding source is subject to consideration and agreement at this Committee, with approval secured at the 26<sup>th</sup> July Town Council meeting. As set out in Annex C.

## Costs

The below figure illustrates the current position of budget versus cost.

*Figure 1. Capital Cost Update*

S106 confirmed 22/23	CCTV upgrade cost	Gap in funding
33,081.40	58,009.00	-24,927.60

## Recommendations

That Members approve:

1. Option B to be applied as soon as possible to ensure the remaining 3 wireless fixed cameras plus one mobile camera can be installed across the town.
2. Negotiation with CBC is intensified using appropriate channels to obtain BTC s106 funds to cover the gap.
3. Officers draft an up-to-date CCTV policy, GDPR Data protection policy and reaccredit named staff members.

Karim Hosseini  
Head of Governance & Strategic Partnerships

Isaac Lord  
Place Shaping Manager

## Annex A – Project Plan

Date	Deliverable	RAG
31 <sup>st</sup> July	Secure S106 funding from CBC	Amber
1 <sup>st</sup> August	Place order for equipment, 1 mobile unit and 8 fixed units	Red
31 <sup>st</sup> August	Install additional single mobile unit at Drove Rd cemetery. Redeploy existing mobile unit to Rose Lane car park.	Red
30 <sup>th</sup> September	Installation of all 8 cameras plus 2 mobile units tested and compliance approved	Red

## Annex B – Option A 5-camera solution





## Annex C – Option B 8-camera solution





**BIGGLESWADE TOWN COUNCIL**  
**Town Centre Management Committee 19th July 2022**  
**Premises License Application Update**

**Implications of Recommendations**

**Corporate strategy:** ASPIRATIONS: Develop a programme of events for the Town Centre.

**Finance:** Minor impact on budget with minimal cost for application and annual renewal.

**Equality:** The Council pays due regard to all equality legislation.

**Environment:** The Council pays due regard to all environment legislation.

**Community Safety:** All aspects of community cohesion and safety are sensitively covered.

**Introduction**

This report provides an update to Members on the progress of the premises license application for the market square. Given the issues presented by the 499 capacity at the Jubilee events, Officers were advised by Bedfordshire Police and experts in licensing that a premises license application should be made.

**Summary**

After consulting with the licensing team in CBC, it was confirmed that the non-domestic rateable value of the square was £0, which was holding up the application process as the last piece of information required for the application form. However, following consultation with an expert in the area that has made a number of successful and unsuccessful premises license applications, it was then made apparent that if the application is accompanied by the relevant risk assessments and event management plan, it puts the Council in a much stronger position for it to be accepted. Officers are continuing to work on pulling this documentation together, ensuring it is as thorough and detailed as possible whilst liaising with experts in the field. It is proposed by Officers that it would be beneficial if a small working group of Members could be appointed to support this application process in progressing. Prior to submission, it would be brought to Council to approve. A rough timeline of deliverables is illustrated by Annex A.

**Costs**

As the non-domestic rateable value of the square is £0, the application fee is £100 and the annual renewal fee is £70.

**Recommendations**

Members consider and agree to the approach by Officers to submit detailed documentation alongside the premises license application.

Members appoint a small working group to support application progress.

**Isaac Lord**

Place Shaping Manager

**Annex A - Delivery Timeline**

Date	Commentary
31st July	Submit premises license application
28th August	28-day period of consultation ends
30th October	Application accepted (3 months from date of submission – the longest length of time expected for an application to go through)





**BIGGLESWADE TOWN COUNCIL**  
**Town Centre Management Committee Meeting 19<sup>th</sup> July 2022**  
**Market Fees Update**

**Implications of Recommendations:**

**Corporate Strategy:** ASPIRATIONS: Continue to invest in the Saturday Charter Market.

**Finance:** Simplifying fees document may in turn improve income stream of future Market traders.

**Equality:** The Council pays due regard to all equality legislation.

**Environment:** No change.

**Community Safety:** No change.

**Background**

An updated version of the Market fees document was resolved by Council in January 2021 to go live in April 2022. Following recent feedback, Officers have simplified this document to be clearer for the Market Superintendent to enforce and for traders to interpret.

**Summary**

Annex A shows the updated version of the document. Members should particularly note the changes made to the charity and not-for-profit organisations (NPOs) section. It is proposed that the deposit structure is made clearer for users with a flat £20 deposit payable, and refundable, to both types of charities and NPOs. Further to this, an additional row has been added to make clear that the hiring of a gazebo and table is free. In the event of a no-show, the £20 deposit would be retained and covers the cost of resource.

**Recommendations**

Members agree for the revised document to be uploaded to the website and used going forwards.

Isaac Lord  
Place Shaping Manager

**Annex A – Revised Market Fees Document**

<b>MARKET STALLS</b> <b>Payment required on or before day of trade</b>	<b>Price</b>
Lighting/power to stall	Free
Tuesday market flat fee for all stalls regardless of size	£15.00
Rent of pitch (own stall or open space) Size: 3m x 3m (Saturday)	£15.00
Rent of double pitch (own stall or open space) Size: 3m x 6m (Saturday)	£25.00
Rent of pitch larger than double pitch (own stall or open space) * Size: > 3m x 6m (Saturday)	£30.00
Rent of gazebo and table <b>in addition</b> to rent of pitch** Size: 3m x 3m (Tuesday and Saturday)	£20.00
Clearance of unauthorised market trade waste (minimum charge)	£60.00

\*at discretion of Market Superintendent, \*\*new traders only, defined as trading for four weeks or less

<b>CHARITIES AND NOT-FOR-PROFIT ORGANISATION STALLS</b> <b>3m x 3m pitch</b>	<b>Price</b>
Local charities and local not-for-profit organisations registered with HMRC for gift aid*	Free
Other charities and not-for-profit organisations*	£15.00
Rent of gazebos and table <b>in addition</b> to rent of pitch	Free

\*refundable deposit of £20 must be paid to BTC office in advance and then collected from BTC office after the market during working day opening hours

- Local is defined as charity and not-for-profit organisations for the benefit of Biggleswade residents
- One charity stall available only per Market
- Booking of the charity stall must be made via the BTC office
- Number of bookings per organisation, per year at discretion of BTC



**BIGGLESWADE TOWN COUNCIL**  
**Town Centre Management Committee 19<sup>th</sup> July 2022**  
**Market Square Vision Update**

**Implications of Recommendations:**

**Corporate Strategy:** The report provides options for a plan covering traffic circulation in the town centre and for the Market Square layout.

**Finance:** Sourced from multiple streams including S106 applications.

**Equality:** The Council pays due regard to all equality legislation.

**Environment:** The project will deliver improvements to the Town Centre environment.

**Community Safety:** The project will deliver enhanced community safety in the town square.

## **Background**

Discussions on the future direction of the Market Square and traffic flows took place at an informal place shaping workshop in February 2022 and the Biggleswade transportation interchange meeting of April 2022. Officers worked to provide stakeholders with a preferred bus routing option in May attached at Annex A. This report provides an update to Members on the various options relating to traffic volumes and Market Square layout being discussed to improve the Market Square.

## **Traffic Circulation**

There are a number of specific categories of traffic circulation in the Market Square area to consider following the bus route proposal which if agreed, will result in wide-spread changes to other modes of transport and traffic volumes. These include pedestrians, private vehicles, bicycles and other wheeled transport, buses and commercial vehicles. Each is reviewed in further detail below.

### **Pedestrianisation:**

Residents mentioned pedestrianisation during the benchmarking report of 2021 as attached in Annex B. This action would support in creating a safer environment for the Market Square, in which there would likely be fewer accidents involving vehicles and pedestrians, for example, the recent incident that took place outside Coral betting shop. There would be resulting lower levels of vehicle pollution too; there is currently a pilot in Hitchin Street with a levelled pavement and road with CBC providing data that may evidence these points further. A large benefit to increased pedestrianisation of the Market Square, along with action to level the pavement surfaces across the square, would result in safer access and use of the square by people with disabilities and wheelchair users too. Officers are cognisant of the negative impact pedestrianisation may have on businesses and there would be a need to understand the true effect through consultation.

This shared space strategy is referenced and recommended by the Biggleswade Town Centre Adopted Strategy & Masterplan document, as per Annex B. Pedestrianisation would create a piazza-feel environment much like the very successful al-fresco dining trials in Soho. It would also provide a better, safer space for hosting events. To deliver increased pedestrianisation in the square, it would be advisable to close vehicle access to Market Place (including the bus exit road) in the first instance, which would be triggered by the new bus route option. Longer term, the White Hart car park could be converted into a pedestrianised zone with more space for events. Bus routes are later addressed in the report to mitigate the issues this would cause. Closing the White Hart car park would have no effect on income, as vehicle users could instead use immediately available alternative car parks off the square. This space could then be utilised for al-fresco dining, green landscaping, a bike rack, docking station, busking, market stalls, and wider events.

### **Private Vehicles:**

By prohibiting or reducing private vehicle access through the Market Square, this may hypothetically encourage increased use of car park facilities and thus increased income. It could also facilitate a reduced traffic flow through the town centre, therefore reducing congestion and pollution.

#### Bicycles, e-Scooters, e-Bikes:

As part of the sustainable travel corridor works, the future of Biggleswade could see a largely increased use of bicycles and similar sustainable options and thus space created by the pedestrianisation of the Square, could be sufficient enough for a secure bike shelter to be installed, further encouraging sustainable travel. This is another point referenced within the benchmarking report. Similar to Cambridge and Milton Keynes, BTC could reach a commercial agreement with a company that offers rentable bikes at cheap rates with docking stations, additionally carrying 'Biggs-E' branding. Cycling provisions are regularly referenced throughout the Biggleswade Town Centre Adopted Strategy & Masterplan document and are fully in line with the strategy.

#### Commercial Vehicles:

With proposed changes to traffic flows and volumes outlined in this report, a new timetable allowing vehicles to make deliveries and collections from local businesses in the Market Square will need to be introduced. The suggested times are Monday to Saturday 0800 to 1000 (tbc) which will allow sufficient access to ensure all businesses are supplied. Businesses which operate a vehicles delivery service will no longer have direct access to the square.

#### Bus Routes:

Whilst most of the above categories haven't yet gone further than an informal meeting, bus routes have been discussed at a higher level. Following the Biggleswade transportation interchange meeting of April 2022, a PowerPoint deck representing the views of some Members was sent onto CBC, as per Annex A. This was with the intention that it be internally circulated to understand feasibility, with a view to developing the scheme as part of the highways capital programme. Officers are awaiting CBC's response. Again, revising the bus routes to exclude the 'Market Square Loop' is referenced in the Biggleswade Town Centre Adopted Strategy & Masterplan document. This document also references the improved safety measures the revised bus route will provide.

### **Layout of the Market Square**

Pedestrianisation and other traffic calming options will have a significant impact on the interim and final layout of the Market Square. Annex D illustrates the rough timeline of events. The vision for the Market Square is not specifically covered within this report.

Further to the traffic volumes impacts, a key decision for the vision focuses on the future option for Century House (repurposed or demolished). Both options offer distinct advantages and disadvantages with the former creating a space that could be used as a permanent indoor market, wellbeing centre, community services, information hub etc. If this option was selected, it can be assumed that the existing public conveniences would provide a building-users only service. As far as Officers are aware, the top floor is currently vacant with the previous tenants of the unit vacating several months ago. Officers are taking forward a project which includes a community toilet scheme like Bedford Borough Council's successful scheme which could be deployed across the town. Otherwise, toilet kiosks could be introduced in the Market Square. If demolishing the building was chosen, it creates a more open space that would add to the piazza feel; green landscaping could be introduced, a bike rack, docking station etc.

### **Recommendations**

Members to agree incremental pedestrianisation of the Market Square, in line with the recommendation of the Biggleswade Town Centre Adopted Strategy & Masterplan document; Market Place (including bus exit route) in the short-term and the White Hart car park in the longer-term. This would also include opening consultation with residents and businesses.

Members to consider the levelling of pavements and roads and re-planting of eleven protected trees across the Market Square, as per the Hitchin Street pilot.

Members to consider strategy for cycling, other sustainable transport forms, and whether a bike rack should be considered, and a company consulted for bike rentals.

Members to agree on consulting with CBC on Century House, negotiating the repurposing into an attractive all-year round indoor market and event space, with a top floor social services area before the asset is handed over to BTC.

Isaac Lord  
Place Shaping Manager

Karim Hosseini  
Head of Governance & Strategic Partnerships

## **Annex A**

### **Proposed BTC Bus Routes Strategy**



Proposed Bus Routes  
& Stops.pptx

## **Annex B**

### **Biggleswade Benchmarking Report 2021**



Biggleswade  
Benchmarking Report

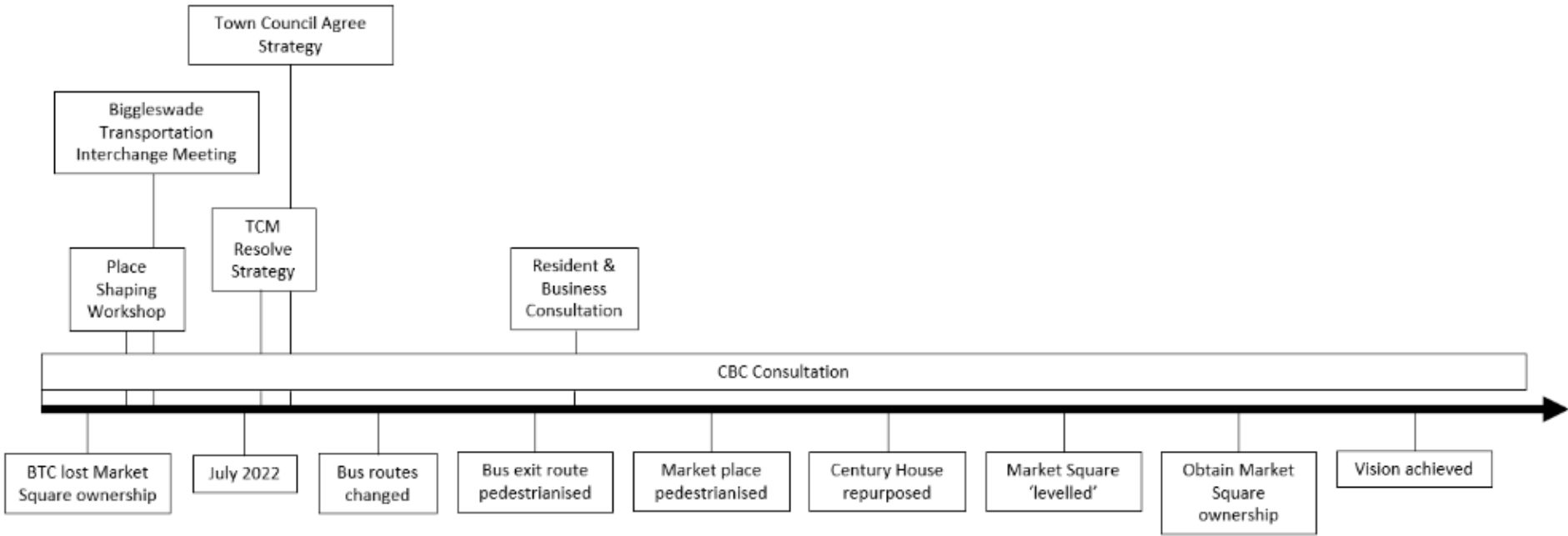
## **Annex C**

### **Biggleswade Town Centre Adopted Strategy & Masterplan**



Biggleswade Town  
Centre Masterplan 20

Annex D – Timeline of Events for Market Square Vision







## BIGGLESWADE TOWN COUNCIL

### Town Centre Management Committee Meeting 19<sup>th</sup> July 2022

### Christmas Offer Procurement Update

#### Implications of Recommendations:

**Corporate Strategy:** ASPIRATIONS: Develop a programme of events for the Town Centre.

**Finance:** Sourced from allocation set aside in Town Centre budget.

**Equality:** The Council pays due regard to all equality legislation.

**Environment:** The Council pays due regard to all environment legislation.

**Community Safety:** The Council pays due regard to all community safety legislation.

#### Background

This report provides an update to Members on the tender process for Christmas 2022 events. Officers are using alternative avenues to resolve the power supply to the main square matter.

#### Summary

Following the conclusion of the tender being advertised on the central government's contracts finder, there were no interested parties despite 280 views. All elements of the specification were advertised within one invitation to tender. Separately, a total of 40 businesses have been approached manually by Officers to date, with the majority either not responding or declining their services. Officers are continuing to chase potential suppliers for quotes.

#### Procurement

There is no further update to the quotes on the previous report submitted to F&GP. Officers are progressing the well-known and loved Christmas narrative securing quotes from suppliers in the increased pool of 40 to provide full cover. As per the below figure, quotes are still awaited across a number of categories. Site visits are planned in that should see these fulfilled shortly.

*Figure 1. Quote Progress across Christmas Categories*

	Christmas Trees	Festoons	Market Square Tree Lights	Stage, Sound & Lighting	Light Shows	Grotto	Santa Hire	Ice Rink
Quotes	Quoted	Quoted	Quoted	Quoted	Quoted	Quoted	Quoted	Quoted
	Quoted	Awaiting	Awaiting	Quoted	Quoted			
	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting			
Suppliers	8	10	10	7	7	8	4	4

Suppliers row pertains to the number of suppliers approached for a category. Whilst 40 have been approached overall, some suppliers cover multiple categories. Enough site visits planned in to fulfil remaining awaiting quotes shortly, bar Christmas trees, which will be fulfilled in August.

**Christmas Trees:** A handful of Christmas tree providers approached have stated that they are unable to quote until late August so these companies will be contacted again for quotes at that time. Officers have engaged with the Kings Reach developer and Saxon Leisure centre to locate the second tree. Neither have responded.

**Festoons/Motifs:** Despite approaching ten suppliers, only one quote has been achieved to date. This supplier has suggested that festoons are unsuitable for the high street given the strain that will be put on certain lampposts where the length of cabling is too long, hence their suggestion of motifs. An example of motif decoration is provided in Annex A. Officers continue to pursue both festoons and motifs. Further questions have been raised by other suppliers regarding the permissions for lampposts and wall mounts usage. Officers have been exploring this further with CBC since June with no firm answer.

**Market Square Tree Lights:** Again, despite approaching ten suppliers, only one quote has been achieved. This is to fully replace the lights without installation, as adding installation would increase the cost beyond budget. As per the specification initially sent out to suppliers, it has been asked that they first quote based on the repair of broken lights. More recently, given the lack of buy-in, Officers have asked suppliers to quote on repairing, part replacement and full replacement. This is key to safeguarding the budget and square events functionality.

**Christmas Grotto:** There are now two options for resolving the grotto. Option 1 is to replace the broken panel at £498. Option 2 is to procure an inflatable decorated grotto at £195 to £395 without staff. Last year's £5 a present did not provide a high enough quality and thus turnout. Running two grottos at light switch-on and on 23<sup>rd</sup> December will provide enhanced satisfaction and revenue.

**Santa Hire:** Due to the lack of free resource, this should be externally sourced which would provide more security in the event of absence.

**Ice Rink:** regrettably, a synthetic ice-rink should not be considered this year as Officers consider resolving the market square tree lights more important. It should however be considered for next year, alongside a short business plan.

## **Budget**

An indicative budget of £18,000 which had been allocated for Christmas lights and £7,000 for Christmas activities, (a total of £25,000) is being used to determine affordability. This year, the Town Council will run one light show at the switch on.

Projected expenditure for Christmas 2022 events is illustrated within Annex B.

## **Recommendations**

That Committee Members consider and approve;

1. Officers progress the Christmas Tree procurement (30 ft & 20 ft) in August inc last year's supplier.
2. Officers progress at speed obtaining three quotes for the festoons, two for motifs, and understanding application permissions and health & safety parameters relating to lampposts and wall mounts.
3. The market square lights are repaired, partly replaced, or fully replaced subject to costs.
4. Officers urgently obtain one final quote for stage, lights and sound.
5. The Christmas Lights switch on event with a light show on 25<sup>th</sup> November can proceed and a second Christmas market event can be held on 23<sup>rd</sup> December, without a light show.
6. The grotto panel is replaced at £498 and two events are held.
7. Santa hire should be sourced externally for both grotto events at a total of £648 for six hours per day.
8. Ice rink is tabled until next year.
9. An informal TCM meeting scheduled following receipt of the urgent quotes (festoons/motifs/tree lights/staging) to confirm suppliers, ahead of the 9<sup>th</sup> August Town Council approval.

Isaac Lord  
Place Shaping Manager

Karim Hosseini  
Head of Governance & Strategic Partnerships

Annex A – Motif Design



## Annex A – Projected Expenditure for Christmas 2022 Events with Current Quotes

Category	Current Suggest	Budget	Variance	Commentary
Motifs	12023.72	18000	5976.28	Initial site visit stated festoons weren't appropriate given the weight of the lights causing too much strain on lampposts. Questions also posed around permissions for lampposts and wall mounts.
Festoons	0			Officers chasing CBC for clarity. Festoons preferred so CBC being urgently chased.
Christmas Trees	800-3850	7000	-7528	A number of companies stated they will not quote until August. In 2021 we spent £2.5k, awaiting a new quote from them.
Market Square Tree Lights	4482			Initial site visit only comfortable selling for replacement of all tree lights without installation as otherwise it will be two different colours. 7 other suppliers approached asking for quotes on repairing, part replacement and full replacement.
Stage, Sound & Lighting	5700			A single light show is included in this quote along with image projections of candy canes, snowmen etc and a snow cannon.
Light Shows	0			A single light show is included in the above quote.
Grotto	498			For resilience, it is proposed to progress with the current grotto repairs. This would be more cost effective than the inflatable solution if two grotto events took place.
Santa Hire	648			Last year's Santa is available for free on the 25th November but is unavailable for the 23rd December therefore external suppliers are being sourced. Price for hire is at £174 plus £25 every hour after that.
Ice Rink	0			Given the complexity of the category it is suggested to table this until next year.
Electricity	700			An estimate for an electrician to be present for event support.
Other	1000			Presents, Christmas tree and grotto decorations, cherry picker.
<b>Total</b>	27551.72	25000	-2551.72	Includes the £2.5k tree estimate.
Prices exclude VAT.				



**BIGGLESWADE TOWN COUNCIL**  
**Town Centre Management Committee 19<sup>th</sup> July 2022**  
**Crime Statistics Report**  
**Quarter 4 2021-2022**

**Implications of Recommendations**

**Corporate Strategy:** The Town Council analyses crime statistics to maintain an awareness of local crime, allowing for informed mitigating decisions to be made.

**Finance:** May influence budgetary requirement for CCTV infrastructure.

**Equality:** The Town Council uses crime analysis to maintain equality within the community.

**Environment:** Routine monitoring of crime statistics ensures the environment is safeguarded.

**Community Safety:** The crime statistics assessments enable the Council to meet its Statutory Community Safety responsibilities.

**Background**

Crime statistics have not been reported for a significant amount of time so for an easier comparison this report only provides data for Quarter 4 (Q4) spanning January 2022 through March 2022.

**Introduction**

If there have been no reported crimes of a category of crime this will not be displayed in the graph. The figures used within this report are the crimes recorded in Biggleswade by Bedfordshire Police that can be shared with the public.

**Appendix**

The appendix provides a breakdown of how crime reported in Biggleswade has been categorised.

**Graph 1 analysis**

Both attempted theft and theft of businesses, hate crime, and violent offences have significantly decreased between 2020 and 2022. Burglaries, drug-related offences, sexual offences/harassment and traffic offences have remained relatively static. Assault, whilst decreasing significantly between 2020 and 2021, is now back to the same level for 2022. There have then been increases within the three year period for criminal damage and other criminal offences.

**Graph 2 analysis**

For the most part, crimes have either remained at a similar level or have increased on a month by month basis in Q4. Those with the largest increase include criminal damage, theft or attempted theft and other criminal offences. Positively, no incidences of drug-related offences nor traffic offences were recorded in March.

**Graph 3 analysis**

March sees the highest number of incidences of theft or attempted theft over January and February. Theft from a motor vehicle, robbery of personal property, theft from the person and other theft each saw an increase between January and March. Other forms of theft and attempted theft were comparatively low.

**Graph 4 analysis**

Making off without payment has remained at one incident a month. Shoplifting has slightly decreased from January to March.

### **Graph 5 analysis**

Biggleswade Holme, whilst sustaining the same level of theft or attempted business theft between January and February, then saw a small increase in March. Biggleswade Ivel had a significant number of incidences recorded in January, which then significantly decreased in the months to follow. Biggleswade Stratton saw no reports in both January and February, and only one in March.

### **Graph 6 analysis**

A comparatively high number of businesses in January saw theft or attempted theft on Bonds Lane, Church Street and London Road. Church Street then saw a large drop off whilst crime rates in the remaining roads remained relatively static. Otherwise, there were a handful of theft-related crimes reported across other roads in Biggleswade, mostly occurring in March.

### **Graph 7 analysis**

Whilst business burglary decreased to zero between January and March, both attempted burglary and burglary across residential units saw an increase.

### **Graph 8 analysis**

Increases can be seen for residential damage and other criminal damage through Q4 whilst criminal damage to business buildings has decreased. Overall, for Q4, criminal damage was at its peak in March.

### **Graph 9 analysis**

Assault cases have remained at a consistently high number through Q4 and have increased from January to March. Most reports have been made regarding assault without injury, this also increasing over Q4 and peaking in March. Assault with injury has seen a gradual decline over the three month period.

### **Graph 10 analysis**

There have been an equal number of violent offence types committed in January and February with no particular trend. However, no violent offences were reported in March.

### **Summary**

Overall, crime rates versus a comparable period (pre-pandemic), 2020, dropped by 18%. There continues to be a significant number of assaults, theft or attempted theft and other criminal offences though. There have been no new crime types reported this quarter. It is also reassuring that to see a significant decrease in hate crime and violent offences committed.

### **Recommendations**

Members note the Q4 crime statistics.

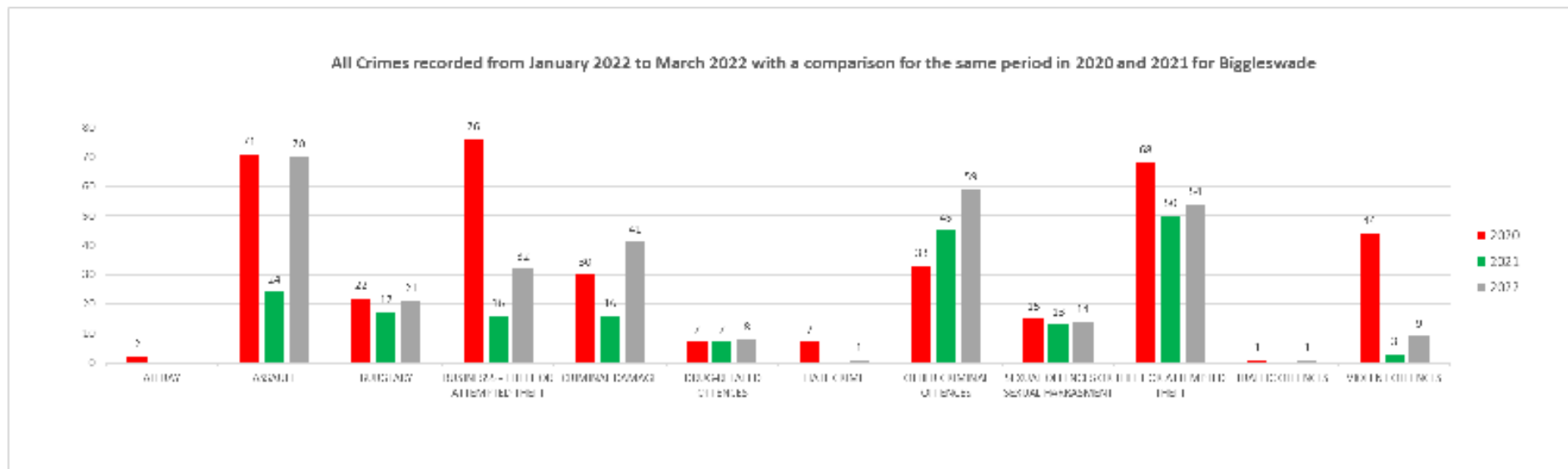
Members note that Officers will produce a quarterly, and annual report presented at TCM Committee.

Isaac Lord  
Place Shaping Manager

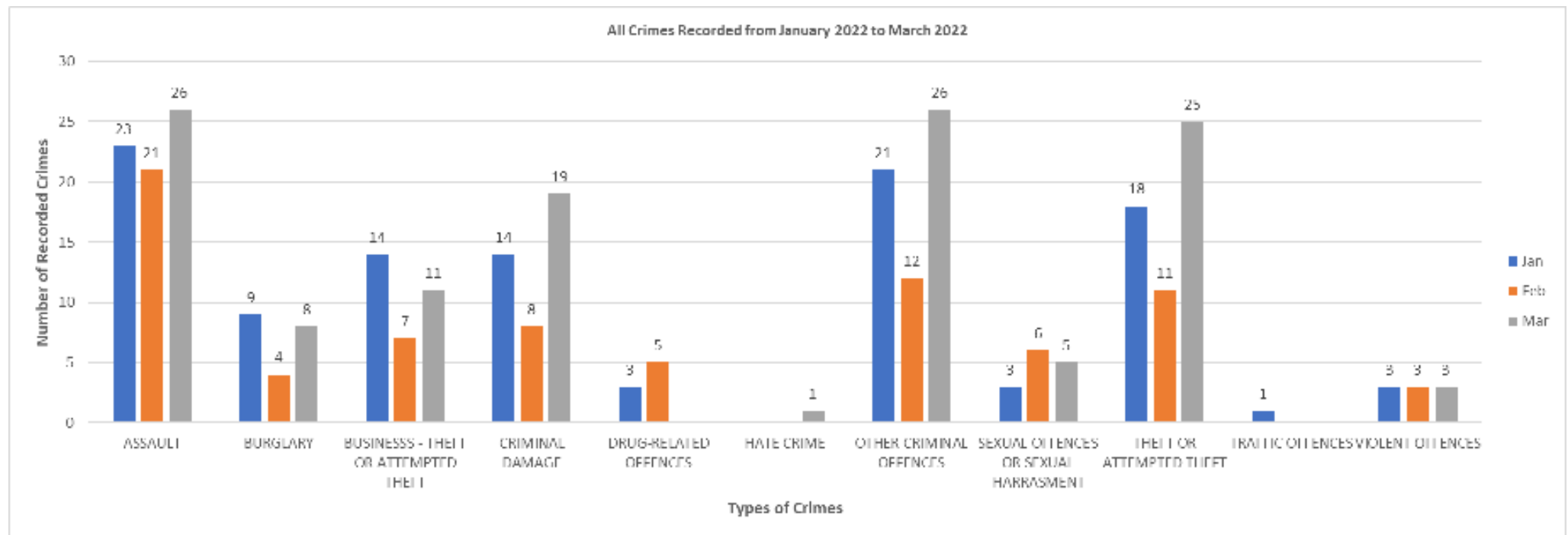


## Overview of Graphs:

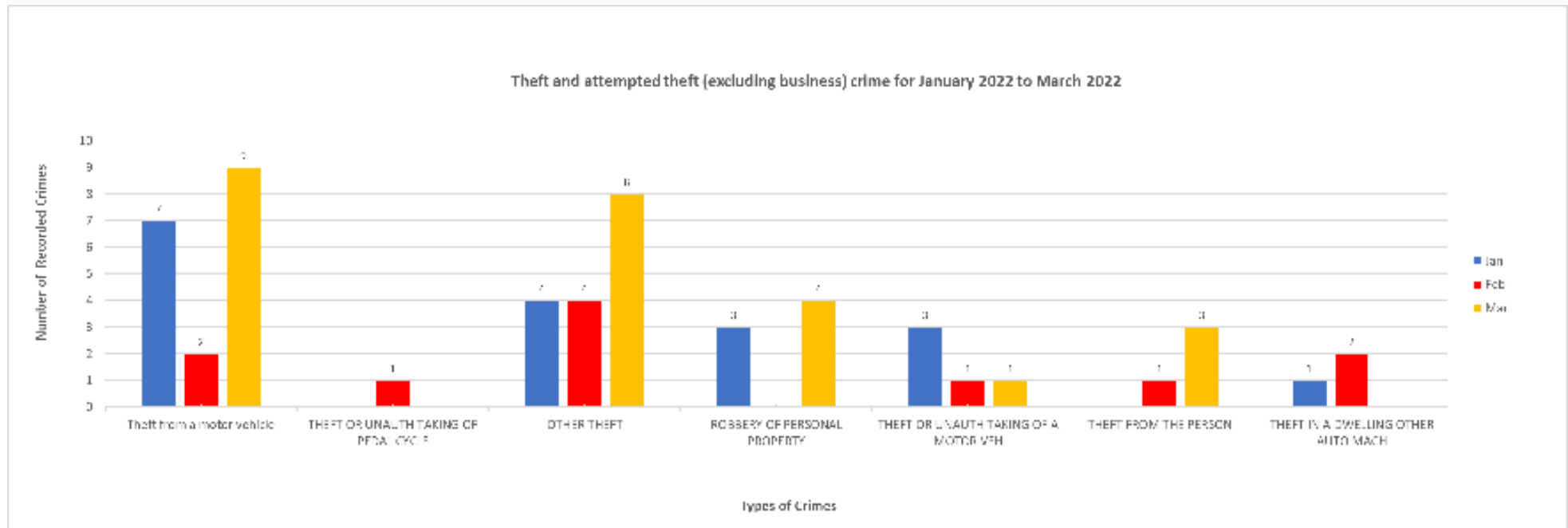
### Graph 1



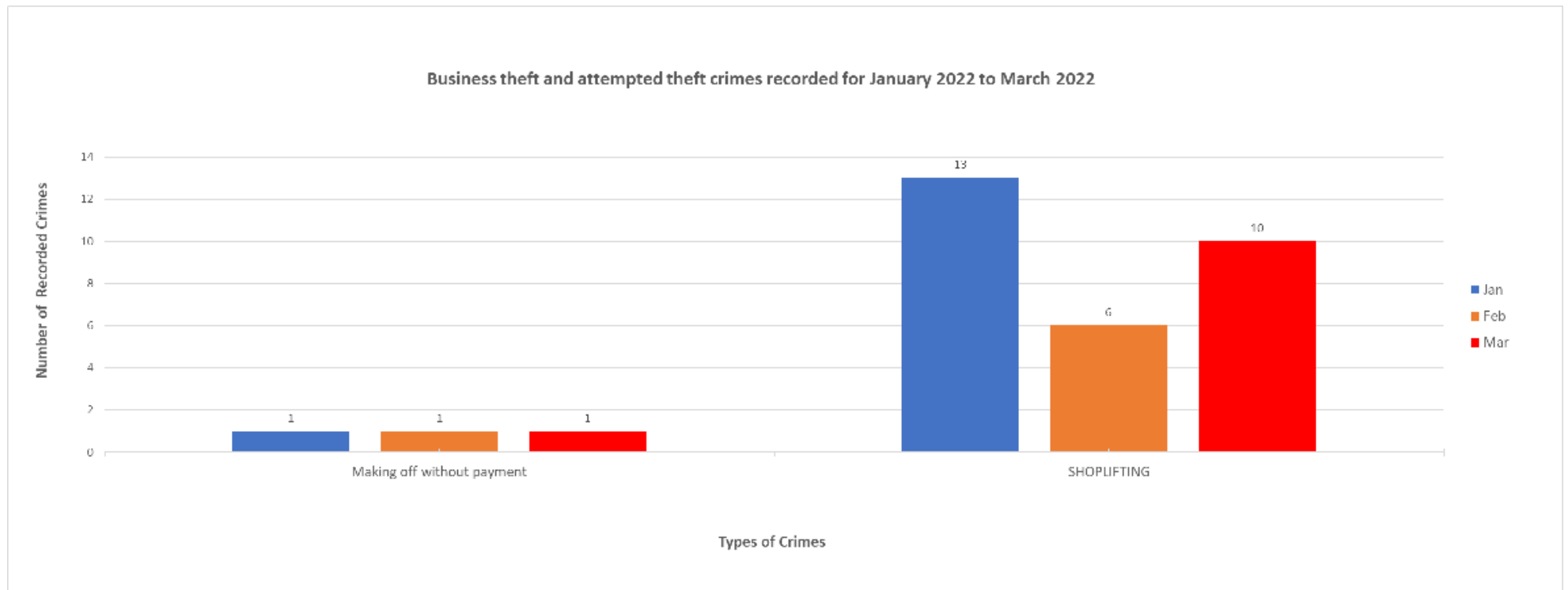
Graph 2



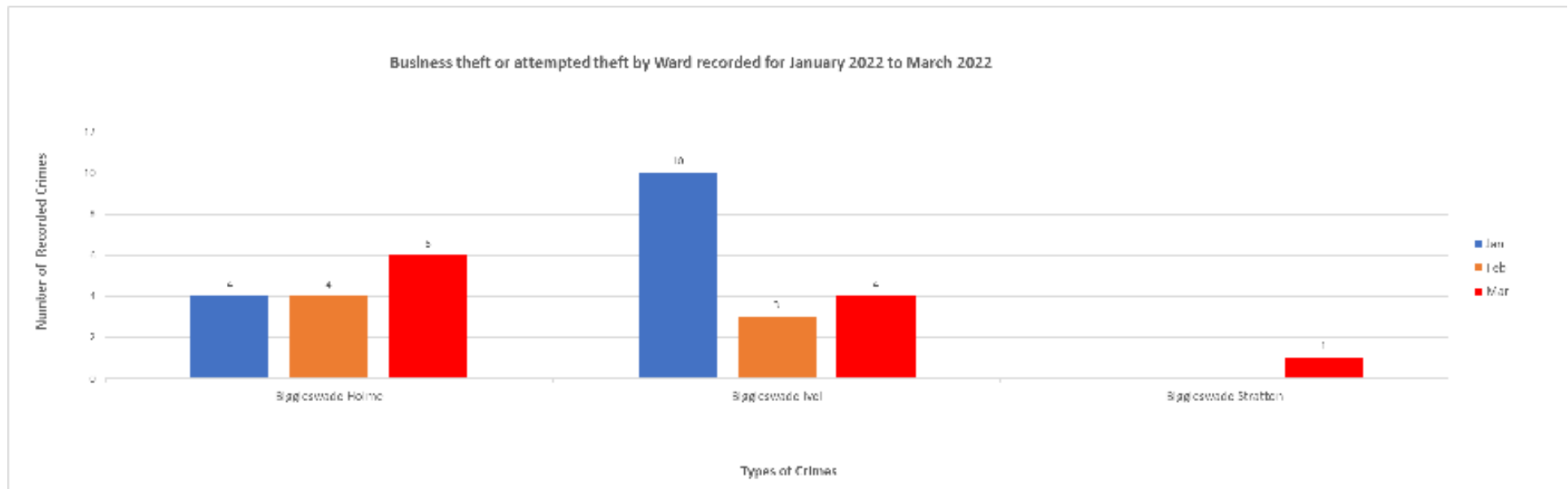
Graph 3



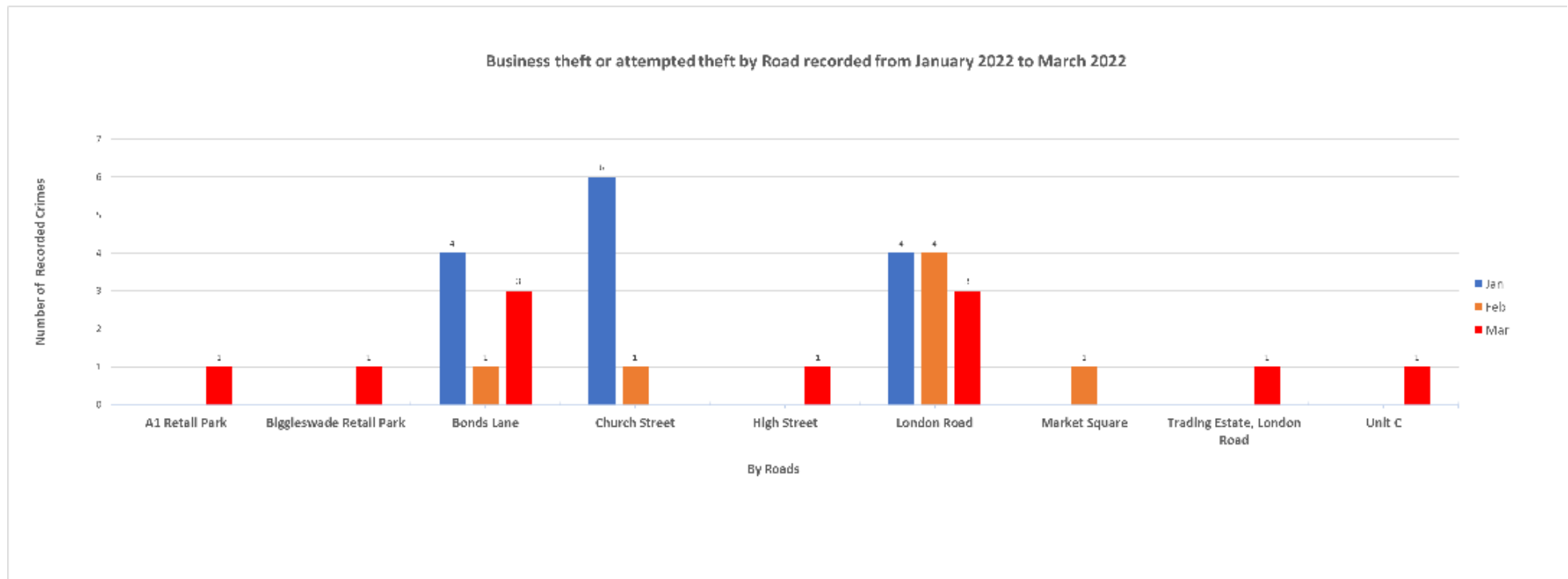
**Graph 4**



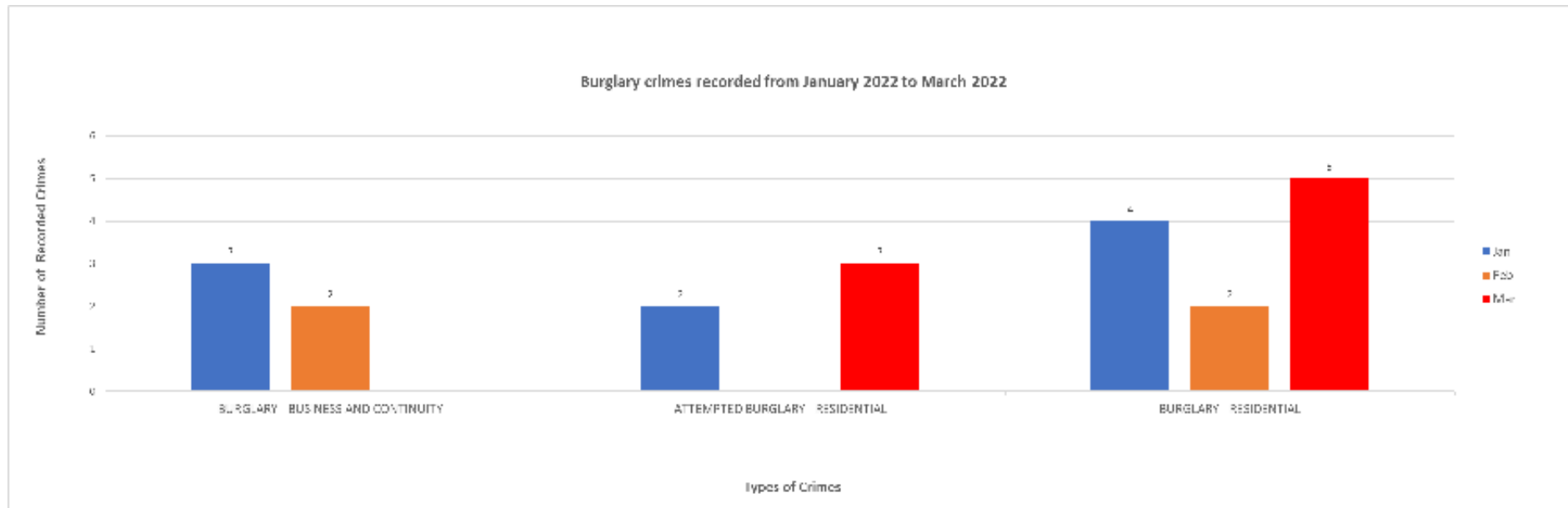
**Graph 5**



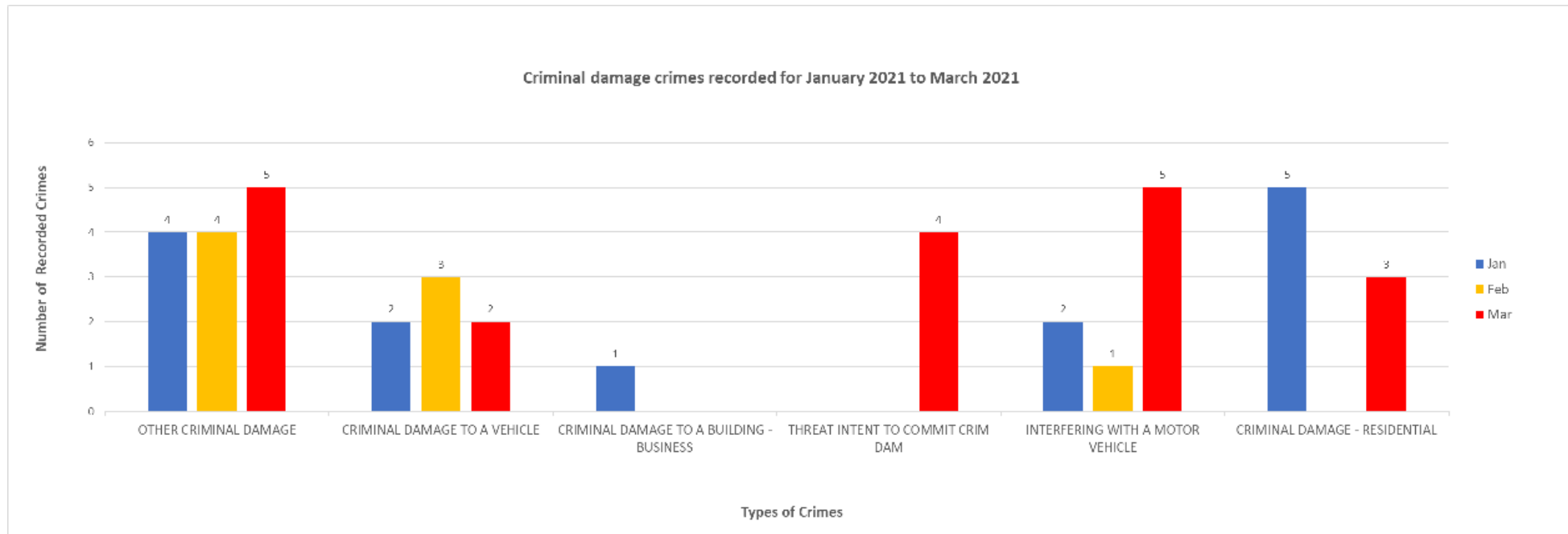
Graph 6



Graph 7

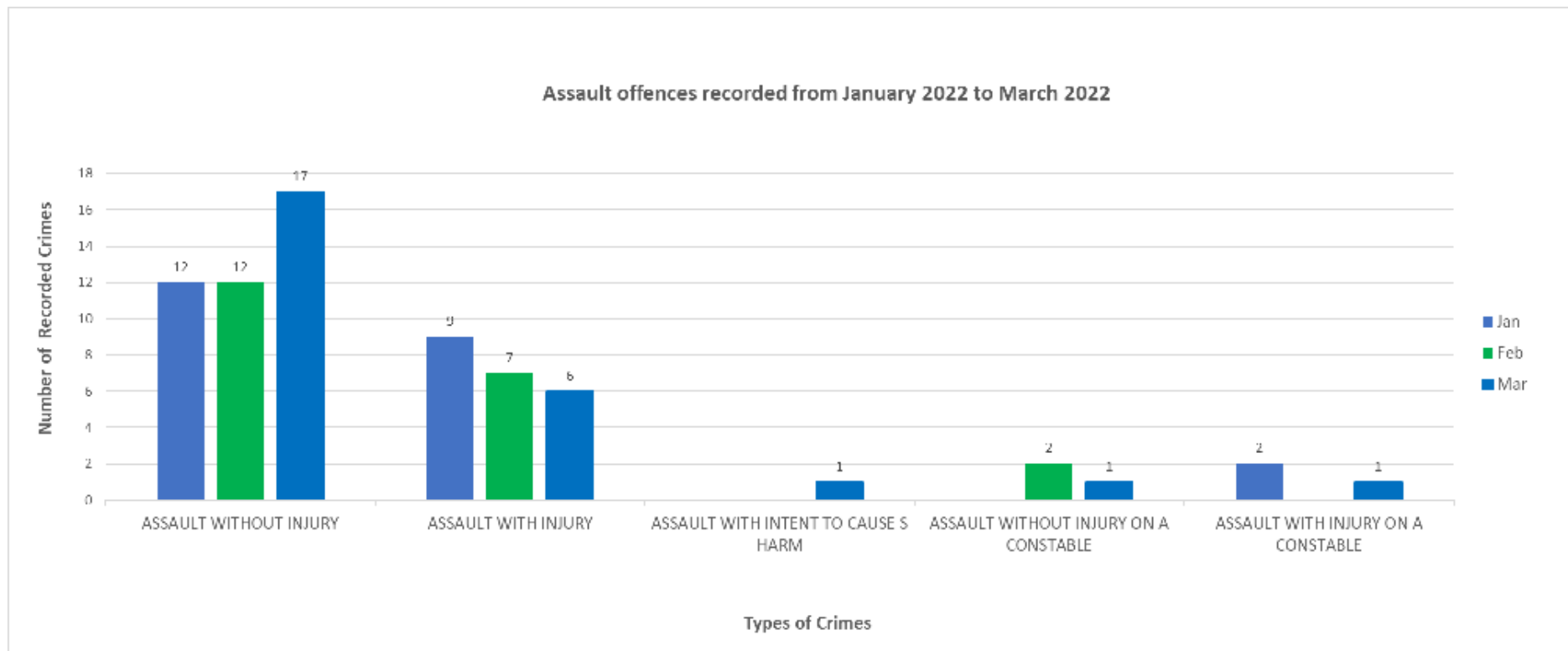


Graph 8

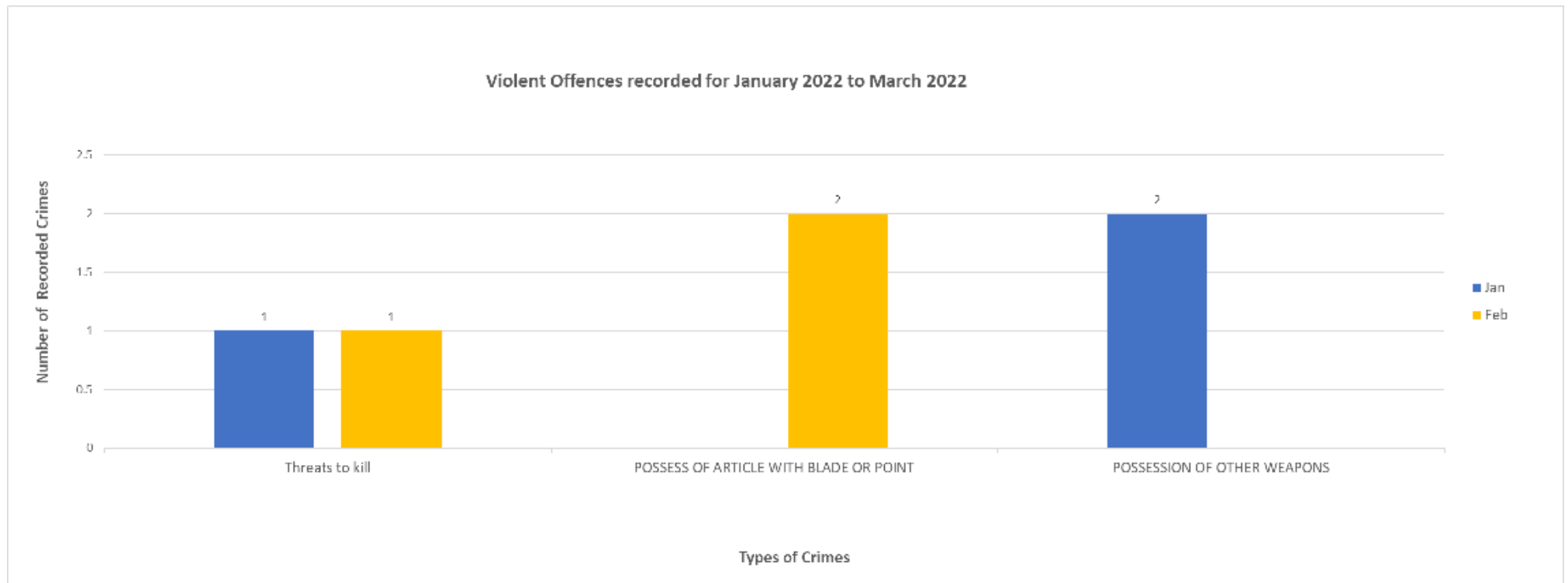




**Graph 9**



**Graph 10**



## Appendix

### Offence

Abstracting electricity  
Acquisition, use & possession of criminal property  
Affray  
Aggravated Burglary - Business And Community  
Aggravated Burglary - Residential - Dwelling  
Aggravated vehicle taking  
Arson endangering life (Indictable)  
Arson not endangering life  
Assault occasioning actual bodily harm (ABH)  
Assault or assault by beating of a constable  
Assault or assault by beating of an emergency worker (except a constable)  
Assault Police - Assault occasioning actual bodily harm (ABH) (S.47)  
Assault without Injury - Common assault and battery  
Assault without injury on a constable (Police Act offence)  
Attempted - Fraud etc  
Attempted - Kidnapping - False imprisonment (Indictable)  
Attempted - Other criminal damage to a vehicle (Under £5,000)  
Attempted - Robbery (Personal) (Indictable)  
Attempted - Sec 4 POA Fear or provocation of violence  
Attempted - Sec 4a POA Causing intentional harassment, alarm or distress  
Attempted - Theft from automatic machine or meter  
Attempted - Theft from shops and stalls  
Attempted - Theft from the person of another  
Attempted - Theft if not classified elsewhere  
Attempted - Theft in a dwelling  
Attempted Burglary - Business And Community  
Attempted Burglary - Residential - Dwelling  
Attempted murder (Indictable)

BC Level 2  
OTHER CRIMINAL OFFENCES  
CRIMINAL DAMAGE  
AFFRAY  
BURGLARY  
BURGLARY  
THEFT OR ATTEMPTED THEFT  
CRIMINAL DAMAGE  
CRIMINAL DAMAGE  
ASSAULT  
ASSAULT  
ASSAULT  
ASSAULT  
ASSAULT  
ASSAULT  
OTHER CRIMINAL OFFENCES  
OTHER CRIMINAL OFFENCES  
CRIMINAL DAMAGE  
THEFT OR ATTEMPTED THEFT  
VIOLENT OFFENCES  
VIOLENT OFFENCES  
BUSINESSSS - THEFT OR ATTEMPTED THEFT  
BUSINESSSS - THEFT OR ATTEMPTED THEFT  
THEFT OR ATTEMPTED THEFT  
THEFT OR ATTEMPTED THEFT  
THEFT OR ATTEMPTED THEFT  
THEFT OR ATTEMPTED THEFT  
BURGLARY  
BURGLARY  
MURDER OR ATTEMPTED MURDER

Blackmail (Indictable)  
 Breach of a restraining order  
 Breach of conditions of injunction against harassment  
 Breach of non-molestation order  
 Burglary - Business And Community  
 Burglary - Residential - Dwelling  
 Burglary - Residential - Non-Dwelling  
 Controlling/Coercive behaviour  
 Criminal damage to a building other than a dwelling  
 Criminal damage to a dwelling  
 Cruelty or Neglect  
 Dangerous Driving  
 GBH serious wound without intent (s20)  
 Going equipped for stealing etc  
 Harassment - Pursue course of conduct which amounts to stalking  
 Harassment - Pursue course of conduct in breach of Sec 1 (1) which amounts to stalking  
 Harassment - Putting people in fear of violence  
 Harassment - which amounts to stalking  
 Harassment - without violence (course of conduct)  
 Harassment etc. of a person in his home  
 Having an article with a blade or point in a public place  
 Having possession of a controlled drug - Class A - Cocaine  
 Having possession of a controlled drug - Class A - Heroin  
 Having possession of a controlled drug - Class A - Other  
 Having possession of a controlled drug - Class B - Cannabis  
 Hold person in slavery or servitude  
 Interference with a motor vehicle  
 Intimidating a juror or witness or person assisting in investigation  
 Intimidating or intending to intimidate a witness  
 Kidnapping - False imprisonment (Indictable)

OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 BURGLARY  
 BURGLARY  
 BURGLARY  
 CONTROLLING OR COERCIVE BEHAVIOUR  
 CRIMINAL DAMAGE  
 CRIMINAL DAMAGE  
 OTHER CRIMINAL OFFENCES  
 TRAFFIC OFFENCES  
 VIOLENT OFFENCES  
 THEFT OR ATTEMPTED THEFT  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
 VIOLENT OFFENCES  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
 VIOLENT OFFENCES  
 VIOLENT OFFENCES  
 VIOLENT OFFENCES  
 DRUG-RELATED OFFENCES  
 DRUG-RELATED OFFENCES  
 DRUG-RELATED OFFENCES  
 DRUG-RELATED OFFENCES  
 MODERN SLAVERY  
 THEFT OR ATTEMPTED THEFT  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES

Making off without payment	BUSINESSS - THEFT OR ATTEMPTED THEFT
Malicious Communications	OTHER CRIMINAL OFFENCES
Other criminal damage to a building other than a dwelling	CRIMINAL DAMAGE
Other criminal damage to a building other than a dwelling (£5,000 and over)	CRIMINAL DAMAGE
Other criminal damage to a building other than a dwelling (Under £5,000)	CRIMINAL DAMAGE
Other criminal damage to a building other than a dwelling +£5,000	CRIMINAL DAMAGE
Other criminal damage to a dwelling (£5,000 and over)	CRIMINAL DAMAGE
Other criminal damage to a dwelling (Under £5,000)	CRIMINAL DAMAGE
Other criminal damage to a vehicle (£5,000 and over)	CRIMINAL DAMAGE
Other criminal damage to a vehicle (Under £5,000)	CRIMINAL DAMAGE
Other criminal damage, other (£5,000 and over)	CRIMINAL DAMAGE
Other criminal damage, other (Under £5,000)	CRIMINAL DAMAGE
Owner or person in charge allowing dog to be dangerously out of control	OTHER CRIMINAL OFFENCES
Possessing firearm or imitation firearm	VIOLENT OFFENCES
Possession of a controlled drug with intent to supply - Cannabis	DRUG-RELATED OFFENCES
Possession of a controlled drug with intent to supply - Class A - Cocaine	DRUG-RELATED OFFENCES
Possession of a controlled drug with intent to supply - Class B - Cannabis	DRUG-RELATED OFFENCES
Possession of a controlled drug with intent to supply - Class B - Other	DRUG-RELATED OFFENCES
Possession of offensive weapon	OTHER CRIMINAL OFFENCES
Possession of offensive weapon without lawful authority	OTHER CRIMINAL OFFENCES
Possession of offensive weapon without lawful authority or reasonable excuse	OTHER CRIMINAL OFFENCES
Production or being concerned in production of a controlled drug - Class B - Cannabis	DRUG-RELATED OFFENCES
Racially or religiously aggravated assault	HATE CRIME
Racially or religiously aggravated common assault or beating	HATE CRIME
Racially or religiously aggravated fear or provocation of violence	HATE CRIME
Racially or religiously aggravated Harassment or stalking without violence	HATE CRIME
Racially or religiously aggravated Harassment without violence	HATE CRIME
Racially or religiously aggravated harassment, alarm or distress	HATE CRIME
Racially or religiously aggravated intentional harassment, alarm or distress	HATE CRIME
Receiving stolen goods	OTHER CRIMINAL OFFENCES

Robbery (Business) (Indictable)  
 Robbery (Personal) (Indictable)  
 Sec 4 POA Fear or provocation of violence  
 Sec 4a POA Causing intentional harassment, alarm or distress  
 Sec 5 POA Harassment, alarm or distress  
 Sending letters etc with intent to cause distress or anxiety  
 Sending letters etc with intent to cause distress or anxiety, Malicious Communications Act 1988  
 Sexual  
 Stalking  
 Stalking involving serious alarm/distress  
 Supplying or offering to supply a controlled drug - Class A - Cocaine  
 Theft by an Employee  
 Theft from a motor vehicle  
 Theft from automatic machine or meter  
 Theft from shops and stalls  
 Theft from the person of another  
 Theft if not classified elsewhere  
 Theft in a dwelling other than from automatic machine or meter  
 Theft of a motor vehicle  
 Theft of conveyance other than a motor or pedal cycle  
 Theft of Mail  
 Theft or Unauthorised Taking of a Pedal Cycle  
 Threaten with a blade or sharply pointed article in a public place  
 Threaten with an offensive weapon in a public place  
 Threats to destroy or damage property  
 Threats to kill  
 Unauthorised taking of a motor vehicle  
 Voyeurism  
 Wounding with intent to do grievous bodily harm (Indictable)

VIOLENT OFFENCES  
 VIOLENT OFFENCES  
 VIOLENT OFFENCES  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
 DRUG-RELATED OFFENCES  
 BUSINESSSS - THEFT OR ATTEMPTED THEFT  
 THEFT OR ATTEMPTED THEFT  
 BUSINESSSS - THEFT OR ATTEMPTED THEFT  
 BUSINESSSS - THEFT OR ATTEMPTED THEFT  
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 THEFT OR ATTEMPTED THEFT  
 THEFT OR ATTEMPTED THEFT  
 VIOLENT OFFENCES  
 VIOLENT OFFENCES  
 CRIMINAL DAMAGE  
 VIOLENT OFFENCES  
 THEFT OR ATTEMPTED THEFT  
 SEXUAL OFFENCES OR SEXUAL HARRASMENT  
 VIOLENT OFFENCES

Blackmail  
 Theft or unauth taking of pedal cycle  
 Other theft  
 Assault without injury  
 Other criminal damage  
 Harassment  
 Assault with injury  
 Possess of control drugs (cannabis)  
 ROBBERY OF PERSONAL PROPERTY  
 CRIMINAL DAMAGE TO A VEHICLE  
 kidnapping  
 shoplifting  
 THEFT OR UNAUTH TAKING OF A MOTOR VEH  
 ATTEMPTED BURGLARY - RESIDENTIAL  
 POSSESS OF CONTROL DRUGS (EX CANNABIS)  
 PUBLIC FEAR ALARM OR DISTRESS  
 GOING EQUIPPED FOR STEALING  
 BURGLARY - RESIDENTIAL  
 CRIMINAL DAMAGE TO A BUILDING - BUSINESS  
 THREAT INTENT TO COMMIT CRIM DAM  
 INTERFERING WITH A MOTOR VEHICLE  
 HANDLING STOLEN GOODS  
 STATE OR PUBLIC ORDER  
 CRIMINAL DAMAGE - RESIDENTIAL  
 TRAFFICKING OF DRUGS  
 POSSESS OF ARTICLE WITH BLADE OR POINT  
 RACE OR RELIGIOUSLY AGG HARASS  
 RACE OR RELIGIOUS AGG PUBLIC FEAR  
 POSSESSION OF FIREARMS OFFENCES  
 THEFT FROM THE PERSON

OTHER CRIMINAL OFFENCES  
 THEFT OR ATTEMPTED THEFT  
 THEFT OR ATTEMPTED THEFT  
 ASSAULT  
 CRIMINAL DAMAGE  
 OTHER CRIMINAL OFFENCES  
 ASSAULT  
 DRUG-RELATED OFFENCES  
 THEFT OR ATTEMPTED THEFT  
 CRIMINAL DAMAGE  
 OTHER CRIMINAL OFFENCES  
 BUSINESS - THEFT OR ATTEMPTED THEFT  
 THEFT OR ATTEMPTED THEFT  
 BURGLARY  
 DRUG-RELATED OFFENCES  
 OTHER CRIMINAL OFFENCES  
 THEFT OR ATTEMPTED THEFT  
 BURGLARY  
 CRIMINAL DAMAGE  
 CRIMINAL DAMAGE  
 CRIMINAL DAMAGE  
 OTHER CRIMINAL OFFENCES  
 OTHER CRIMINAL OFFENCES  
 CRIMINAL DAMAGE  
 DRUG-RELATED OFFENCES  
 VIOLENT OFFENCES  
 HATE CRIME  
 HATE CRIME  
 VIOLENT OFFENCES  
 THEFT OR ATTEMPTED THEFT

ASSAULT WITH INTENT TO CAUSE SERIOUS HARM  
ASSAULT WITH INTENT TO CAUSE S HARM  
THEFT IN A DWELLING OTHER AUTO MACH  
POSSESSION OF OTHER WEAPONS  
ATTEMPT BURG - BUS AND COM  
ASSAULT WITHOUT INJURY ON A CONSTABLE  
PROFIT FROM OR CONCEAL PROCEEDS OF CRIME  
ASSAULT WITH INJURY ON A CONSTABLE  
AGGRAVATED BURGLARY - RESIDENTIAL  
RACE OR RELIGIOUSLY AGG ASSAULT NO INJ

ASSAULT  
ASSAULT  
THEFT OR ATTEMPTED THEFT  
VIOLENT OFFENCES  
BURGLARY  
ASSAULT  
OTHER CRIMINAL OFFENCES  
ASSAULT  
BURGLARY  
HATE CRIME