

Notice of a Meeting

Safer & Stronger Communities Scrutiny Committee **Monday, 12 November 2012 at 10.00 am** **County Hall, Oxford, OX1 1ND**

Membership

Chairman - Councillor Lawrie Stratford
Deputy Chairman - Councillor Stewart Lilly

Councillors:

| | | |
|-----------------|-----------------|---------------|
| John Goddard | Susanna Pressel | Alan Thompson |
| Anthony Gearing | Bill Service | Carol Viney |
| Patrick Greene | Chip Sherwood | |

Notes:

Date of next meeting: 10 January 2013

What does this Committee review or scrutinise?

- Community safety; anti-social behaviour; crime and the fear of crime; fire and rescue; consumer protection; emergency planning; police issues; coroner's service; gypsies and travellers; drugs and alcohol awareness; road safety (police, trading standards, fire and rescue); libraries; museums and heritage; the arts; archives; leisure and recreation; registration service; community cohesion; voluntary and community sector.
- The functions of the responsible authorities (local authorities, fire and rescue authorities, police authorities, the police, primary care trusts and the Probation Service) which comprise a Crime & Disorder Reduction Partnership/Community Safety Partnership.
- Those regulatory functions of the Planning & Regulation Committee not falling within the remit of the Growth & Infrastructure Scrutiny Committee.

How can I have my say?

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am on the working day before the date of the meeting.**

For more information about this Committee please contact:

| | |
|-------------------|--|
| Chairman | - Councillor Lawrie Stratford E.Mail: lawrie.stratford@oxfordshire.gov.uk |
| Committee Officer | - <i>Claire Phillips</i> , Tel: (01865) 323967 claire.phillips@oxfordshire.gov.uk |



Peter G. Clark
County Solicitor

November 2012

About the County Council

The Oxfordshire County Council is made up of 74 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 630,000 residents. These include:

| | | |
|------------------|----------------------|-----------------------|
| schools | social & health care | libraries and museums |
| the fire service | roads | trading standards |
| land use | transport planning | waste management |

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

What does this Committee do?

The Committee meets up to 6 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, giving as much notice as possible before the meeting

A hearing loop is available at County Hall.

AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note on the back page**
3. **Minutes** (Pages 1 - 6)

To approve the minutes of the meeting held on 3 September (**SSC3**) and to note for information any matters arising from them.

4. **Speaking to or petitioning the Committee**

SCRUTINY MATTERS

5. **Director's Update**

10.10

The Head of Law and Culture, Peter Clark, will give a verbal update on key issues affecting Registration, Coroner's Services and Cultural Services.

The Chief Fire Officer, Dave Etheridge will update the committee on key issues for the Fire & Rescue and Community Safety including the election of the new Police & Crime Commissioner and current performance.

6. **Draft OFRS Strategic Integrated Risk Management Plan 2013/18 for Public Consultation** (Pages 7 - 58)

10.30

Report (**SSC6a**) by Assistant Chief Fire Officer on the Fire and Rescue Authority's next draft five-year Strategic Integrated Risk Management Action Plan (IRMP) (**SSC6b**), also known as its Community Risk Management Plan, based on the analysis of both the current and anticipated future fire and rescue-related risks facing Oxfordshire.

This strategic IRMP will form the evidential basis for future annual action plans over the next five-year period, providing the Fire and Rescue Authority with the flexibility to manage the foreseeable risks within the wider context of the County Council's priorities and pressures.

The report also provides an update on the Government's new Fire and Rescue National Framework (2012) - which sets national expectations - has an impact on the direction of the Authority's Strategic IRMP - and the first IRMP action plan (2013-14) to be associated with this strategic document is the subject of a separate delegated decision paper.

The Scrutiny Committee is asked whether it supports the strategic risk profiling methodology as set out within the 5-year IRMP – as well as the resulting risk analysis and future options for managing the risk.

The Committee is asked to support full public consultation on the proposals.

7. Integrated Risk Management Plan - Draft Action Plan 2013/14 and Update on National Framework (Pages 59 - 62)

10.50

The Assistant Chief Fire Officer will present a report (**SSC7**) on a number of projects to be included within the Fire Authority's Integrated Risk Management Action Plan (IRMP) for the fiscal year 2013-14, based on the analysis contained within its latest strategic IRMP (2013-18).

The proposals summarise areas where the Service's Senior Leadership Team believe service improvements may be achieved. To meet the requirements of the IRMP process, each proposal is supported by evidence, validating both their inclusion and their contribution to improved community engagement and community/firefighter safety. Similarly, each proposal recognises the prevailing economic constraints.

The Scrutiny Committee is asked to endorse the project options highlighted in the 2013-2014 IRMP Action Plan and support full public consultation on the proposals.

8. OFRS Response Standards Annual Report (Pages 63 - 70)

11.15

Report (**SSC8**) on the Oxfordshire Fire & Rescue Service performance against our agreed local Response Standards for attending emergency incidents in the county. Cabinet approved these standards on 22 June 2006.

The report will be presented by Nigel Wilson, Operations & Resilience Manager.

9. Update on the Regulation of Investigatory Powers Act Policy (Pages 71 - 82)

11.35

The Regulation of Investigatory Powers Act 2000 (RIPA) sets out a regulatory framework for the use of covert investigatory techniques by public authorities. RIPA does not provide any powers to carry out covert activities. If such activities are

conducted by council officers, then RIPA regulates them in a manner that is compatible with the European Convention on Human Rights (ECHR), particularly Article 8, the right to respect for private and family life.

The Protection of Freedoms Act 2012 introduces two important amendments to RIPA. These amendments take effect from 1st November 2012. Firstly, a local authority can only authorise directed surveillance under RIPA where the authority is investigating particular types of offences. Secondly, internal authorisations granted under RIPA will not take effect until approved by a Magistrate.

This paper (**SSC9a**) provides an overview of these changes and their likely impact on the functions of the Council. The authority's revised RIPA policy is included with the report for the committee to review and comment on (**SSC9b**).

The Acting Head of Trading Standards and Community Safety, Richard Webb will present the report.

10. The Citizen's Consumer Service (Pages 83 - 86)

11.55

The Acting Head of Trading Standards and Community Safety, Richard Webb will present a report (**SSC10**) with an overview of the performance of the Citizens Advice Consumer Service and a summary of Oxfordshire Trading Standards monitoring of this service.

In April 2012 Citizens Advice assumed responsibility for the provision of the national consumer advice service formerly known as Consumer Direct. At the same time, Oxfordshire Trading Standards Service ceased providing first-tier consumer advice and referred anyone seeking consumer advice to this national service.

In the first 6 months of operation Citizens Advice have established the new national service, now called the Citizens Advice Consumer Service and have developed new working arrangements with local Trading Standards Services. As the national service provides the portal for consumer cases to be referred to Oxfordshire Trading Standards, so that additional help can be provided to the consumer and to ensure that unfair or illegal business practices can be stopped, it is important that we ensure these new arrangements work well. It is also important that we maintain an awareness of the quality of service being provided to Oxfordshire residents.

11. Forward Plan

12.10

The Committee is asked to suggest items from the current Forward Plan on which it may wish to have an opportunity to offer advice to Cabinet before any decision is taken. The current Forward Plan can be found on the Council's website

<http://mycouncil.oxfordshire.gov.uk/mgListPlanItems.aspx?PlanId=156&RP=115>

12. Close of Meeting

12.20

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Rachel Dunn on (01865) 815279 or Rachel.dunn@oxfordshire.gov.uk for a hard copy of the document.