



## ***Notice of a Meeting***

### **Safer & Stronger Communities Scrutiny Committee**

**Monday, 18 February 2013 at 10.00 am**

**County Hall, Oxford, OX1 1ND**

#### **Membership**

Chairman - Councillor Lawrie Stratford

Deputy Chairman - Councillor Stewart Lilly

#### *Councillors:*

John Goddard  
Anthony Gearing  
Patrick Greene

Susanna Pressel  
Bill Service  
Chip Sherwood

Alan Thompson  
Carol Viney

#### **Notes:**

***Date of next meeting: 22 April 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: <a href="mailto:lawrie.stratford@oxfordshire.gov.uk">lawrie.stratford@oxfordshire.gov.uk</a>
Committee Officer	- <i>Eira Hale</i> , Tel: (01865) 323969 <a href="mailto:eira.hale@oxfordshire.gov.uk">eira.hale@oxfordshire.gov.uk</a>

Peter G. Clark  
County Solicitor

February 2013

## 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 - 12)

To approve the minutes of the meeting held on 12 November and 10 January and to note for information any matters arising from them.

- 4. Speaking to or petitioning the Committee**

### SCRUTINY MATTERS

- 5. Director's Update** (Pages 13 - 16)

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 Service and Community Safety. An update on the authority's use of activities falling within the scope of the Regulation of Investigatory Powers Act is included with the papers for the committee's consideration and any questions on this paper will be taken during the Director's update.

- 6. Death Certification**

10.30

Jacque Bugeja, Head of Registration & Coroners Services, will provide a verbal update on the current changes in this area.

- 7. Forward Plan**

10.45

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=159&RP=115>

- 8. Draft OFRS Strategic Integrated Risk Management Plan 2013/18 & Integrated Risk Management Plan - Action Plan 2013/14** (Pages 17 - 24)

10.55

The Fire and Rescue Services Act 2004 requires the Secretary of State to prepare a Fire and Rescue National Framework to which Fire Authorities must have regard when

discharging their functions. The latest (2012) Framework requires each Fire and Rescue Authority to produce a publicly available Integrated Risk Management Plan (IRMP) covering a minimum period of three years which should be appropriately consulted upon.

In order to improve accessibility and public understanding, OFRS has titled its IRMP as a Community Risk Management Plan (CRMP) - highlighting its aim to manage and mitigate the overlapping risks facing the local communities in Oxfordshire. This strategic five-year CRMP has undergone a 3-month public consultation process and is ready for final approval and publication. At the same time, the 2013-14 CRMP action plan (detailing specific projects related to the strategic analysis work) was also consulted upon and is ready for publication.

This report summarises the consultation approach taken by OFRS and any key commentary and subsequent changes to the plans.

This report will be presented by the Deputy Chief Fire Officer, Nathan Travis.

## **9. Oxfordshire Safer Communities Partnership Business Plan Report**

(Pages 25 - 30)

11.35

This report provides an overview of the new structures in place for partnership working aimed at tackling crime and improving community safety in Oxfordshire. It outlines the key achievements from the first year of the Oxfordshire Safer Communities Partnership Business Plan 2012-17 and looks ahead to the annual refresh of that plan for 2013/14. The report will be presented by Carys Alty, Safer Communities Unit Manager.

## **10. Village Hall and Community Centre Grants Policy** (Pages 31 - 34)

12.15

This paper sets out the criteria by which Village Hall Community Grants are made and provides an analysis of the last five years of grants made. The committee are asked to note the contents of this report. The report will be presented by Karen Warren, Cultural Services Manager.

## **11. Councillor Community Budgets** (Pages 35 - 38)

12.35

This paper outlines how this initiative had been used, giving examples of some of the projects funded, and a summary of the spend to date. The committee are asked to note the contents of the report. This report will be presented by Claire Phillips, Senior Policy and Performance Officer.

## **12. Close of Meeting**

12.50

## 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](mailto:Rachel.dunn@oxfordshire.gov.uk) for a hard copy of the document.