

Notice of a Meeting

Safer & Stronger Communities Scrutiny Committee **Monday, 5 September 2011 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
Alyas Ahmed	John Sanders	Carol Viney
Anthony Gearing	Bill Service	

Notes:

Date of next meeting: 7 November 2011

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); adult learning (oversight of the adult learning service in provider mode); libraries; museums and heritage; the arts; archives; leisure and recreation; registration service; community cohesion; equalities and social inclusion; 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	- Sean Gibson, Tel: (01865) 815482
	sean.gibson@oxfordshire.gov.uk



Peter G. Clark
County Solicitor

August 2011

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 - 10)

To approve the Minutes of the meeting held on Monday 4 July 2011 (**SSC3**) and to receive information arising from them.

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

5. **Director's Update**
10.25

The Director's update will include discussion of the progress against current budgets within all relevant service areas. Particular attention will be paid to areas where there is a risk of not making the savings outlined in this year's Business Strategy.

SCRUTINY MATTERS

6. **Coroner's Service**
11.00

Jacque Bugeja, Head of Registration, to give a verbal update on reform of the process of death certification in England and Wales. This item will be scrutinised in more detail at the next meeting of the committee, following the release of the formal consultation paper

Jacque Bugeja and Sue Scane to give a verbal update on arrangements for repatriation at Brize Norton.

The committee are invited to comment.

7. **Report on the use of the use of the Regulation of Investigatory Powers Act 2000 by Oxfordshire County Council** (Pages 11 - 40)
11.30

Richard Webb, Acting Head of Trading Standards & Community Safety, to give a presentation on the use of the RIP act during the first quarter.

The committee is invited to comment on the report attached as at **SSC7**.

The Regulation of Investigatory Powers Act 2000 ('the Act') regulates the use of covert activities by Local Authorities. It creates the statutory framework by which covert surveillance activities may be lawfully undertaken. Special authorisation arrangements need to be put in place whenever a Local Authority considers commencing covert

surveillance or considers obtaining information by the use of informants or officers acting in an undercover capacity.

Codes of Practice issued under the Act provide guidance to authorities on the use of the Act. A revised Code of Practice came into force in April 2010. This new Code of Practice specifies that elected members should review the authority's use of the Act and set the policy at least once a year. They should also consider internal reports on the use of the Act periodically.

The Codes of Practice under the Act require that elected members review the Authority's use of the Act periodically and review the Authority's policy annually. This report therefore addresses both of these objectives, giving:

- a periodic summary of the activities undertaken by the Council between October 2010 to July 2011 inclusive
- an annual report on the use of the Council's RIPA procedures, including the findings from the recent inspection by the Office of Surveillance Commissioners.

8. Briefing on Proposed Changes to Consumer Protection Enforcement **11.55**

Richard Webb, Acting Head of Trading Standards and Community Safety, will brief the committee on the Government's consultation on proposed changes to the landscape for consumer protection enforcement, advice and education; including the findings of a recent National Audit Office report into the effectiveness of consumer protection enforcement.

9. Community Safety Plans 2011-14 (Pages 41 - 96) **12.10**

At the July 4th meeting the committee requested more time to read and comment on the four Community Safety Plans for 2011-14. Ruth Whyte, Manager of the Safer Communities Unit, will take the committee's questions on the plans.

The committee are invited to note the plans and comment on their content.

10. Draft Heritage Strategy **12.20**

Carol Anderson, Museum Service Manager, will give an update on the draft heritage strategy.

The committee is invited to comment on the strategy.

Paper to be sent separately.

11. Road Safety (Pages 97 - 108) **12.35**

Peter Cleary, Area Manager Safety, will give a presentation on the report on Road Safety.

The committee are invited to comment on the report.

The transfer of the Road Safety Education team from Environment and Economy (E&E) to Oxfordshire County Council Fire and Rescue Service (OFRS) occurred on 1 April 2011. This transfer was based on the significant opportunity to align and enhance the existing road safety education activities in E&E and the OFRS.

The transfer of staff and function occurred in line with the agreed Medium Term Financial Plan, with an overall base budget reduction of £100k. No managerial staff were transferred and all management functions have been absorbed by the Fire & Rescue Service. This has required a small internal reorganisation of existing staff roles.

This report, specifically requested by Scrutiny, identifies the international, national and local overview of road safety, outlines existing programmes and makes draft recommendations and proposals for future delivery programmes within Oxfordshire. Proposals will be subject to a specific staff, and where appropriate stakeholder consultation.

Meanwhile road safety delivery programmes continue during the period of transition.

BUSINESS PLANNING

12. Scrutiny Work Programme

12.50

To be sent separately.

13. Forward Plan

1.10

To note items of interest to the committee.

Close of Meeting Approx 1.15pm

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, i.e. where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.