

Notice of a Meeting

Safer & Stronger Communities Scrutiny Committee

Monday, 18 June 2012 at 10.00 am

County Hall, Oxford, OX1 1ND

Membership

Chairman - Councillor Lawrie Stratford
Deputy Chairman - Councillor Stewart Lilly

<i>Councillors:</i>	John Goddard	Susanna Pressel	Alan Thompson
	Anthony Gearing	Bill Service	Carol Viney
	Patrick Greene	Chip Sherwood	

Notes:

Date of next meeting: 3 September 2012

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; 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	- Kathrin Luddecke, Tel: (01865) 323965
	kathrin.luddecke@oxfordshire.gov.uk



Peter G. Clark
County Solicitor

June 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 - 10)

To approve the minutes of the meetings held on 30 April (**SSC3a**) and to note for information any matters arising from them.

To also approve the minutes of the meeting on 15th May 2012 (**SSC3b**), to appoint the Chairman & Deputy Chairman for 2012/13

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

SCRUTINY MATTERS

5. **Director's Update - Registration, Coroner's Services and Cultural Services**

10.10

The Head of Law and Governance, Peter Clark, will give a verbal update on key issues affecting relevant services.

6. **Review of Mobile Library Services** (Pages 11 - 14)

10.20

As part of the County Council's commitment to delivering a comprehensive, high quality and efficient library service, a review of mobile library services is to be undertaken to ensure that these can complement and add value to the library network, in a cost effective way that makes efficient use of resources to deliver library services at the point of need. Jillian Southwell, Library Service Manager, will provide an overview of the proposed review (**SSC6**).

The committee is invited to comment on the proposals.

7. **Oxfordshire Adult Learning - Update** (Pages 15 - 20)

10.40

Vicky Field, Operational HR Manager, and Mike Bardsley, Skills and Learning Manager, will give an update on the service (**SSC7**).

The committee is invited to note and discuss the update.

8. Director's Update - Fire & Rescue and Community Safety

11.00

The Chief Fire Officer and Head of Community Safety, David Etheridge, will give a verbal update on key issues affecting relevant services.

9. Regulatory & Investigatory Powers Act (RIPA) - Update (Pages 21 - 30)

11.15

Richard Webb, Acting Head of Trading Standards and Community Safety, will present an update on the use of the Regulation of Investigatory Powers Act 2000 by Oxfordshire County Council for consideration by the committee (**SSC9a, b**).

The Act regulates the use of covert activities by Local Authorities and 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. The 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.

10. Consumer Protection - Update

11.25

Richard Webb, Acting Head of Trading Standards and Community Safety, will give a verbal update to the committee.

*Followed by a **BREAK 11.45***

11. OFRS Retained Duty System Development (Pages 31 - 36)

11.55

The Retained Duty System is a longstanding and largely effective method of crewing operational fire stations / appliances for rural and semi-rural Fire and Rescue Services. However, the system's effectiveness and longevity is increasingly challenged by a range of societal and legislative factors. Colin Thomas, Deputy Chief Fire Officer, will present a report about proposals to develop the retained duty system within the Oxfordshire Fire & Rescue Service (**SSC11**).

The committee is invited to comment on the proposals.

12. Safe and Secure Olympic Games (Pages 37 - 42)

12.15

Colin Thomas, Deputy Chief Fire Officer, will present a report about plans for a safe and secure Olympic Games in Oxfordshire (**SSC12**).

Oxfordshire County Council is taking a lead role in relation to Olympic Torch Relay and Olympic / Paralympic Games planning. The report highlights the key roles county council services and teams are performing in relation to the Olympic / Paralympic event

preparations from a civil contingencies perspective. The overarching aim is to provide a safe and secure Oxfordshire both in the run up to and throughout the period of the Games. The committee is invited to note the report.

13. Road Safety - Update (Pages 43 - 66)

12.30

Colin Thomas, Deputy Chief Fire Officer, will present an update on the positive progress made since the transfer of management of the Road Safety team to Oxfordshire Fire & Rescue Service in April 2011 (**SSC13**).

The committee is invited to note the successful transfer and the flexibility and professionalism displayed by the Road Safety team members and make any suggestions on the programme in the future.

14. Briefing about Equality Act and Equality Duty (Pages 67 - 70)

12.45

The chairman will present a briefing on the Equality Act 2010 and the Equality Duty, and the possible impacts of these for the committee to consider (**SSC14**).

BUSINESS PLANNING

15. Forward Plan

12.55

16. Close of Meeting

13.00

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.