

Notice of a Meeting

Safer & Stronger Communities Scrutiny Committee **Monday, 8 November 2010 at 10.00 am** **County Hall, Oxford, OX1 1ND**

Membership

Chairman - Councillor Lawrie Stratford
Deputy Chairman - Councillor Carol Viney

Councillors:

John Goddard	Lorraine Lindsay-Gale	Bill Service
Patrick Greene	Sajjad Hussain Malik	Alan Thompson
Stewart Lilly	Susanna Pressel	

Notes: *A sandwich lunch will be provided for all members of the Committee.*
Date of next meeting: *14 February 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	- <i>Kath Coldwell, Tel: (01865) 815902</i> <i>kath.coldwell@oxfordshire.gov.uk</i>



Peter G. Clark
County Solicitor

October 2010

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 - 30)**

To approve the minutes of the meeting held on 6 September 2010 (**SSC3**) and any matters arising on them.

4. **Speaking to or petitioning the Committee**
5. **Director's Update**

10:15

The Chief Fire Officer will give a verbal update on key issues.

SCRUTINY MATTERS

To consider matters where the Committee can provide a challenge to the work of the Authority and its Partners

6. **Draft Oxfordshire Alcohol Strategy 2011-2014**

10:45

Contact Officers: Jackie Wilderspin, Assistant Director of Public Health - NHS Oxfordshire, (01865) 336721; Ruth Whyte, Manager – Safer Communities Unit, (01865) 815396

Consultation on the 2008 – 11 version of the Oxfordshire Alcohol Strategy to inform the development of the new strategy recently took place at 5 venues across the county, with the last date being 6 August 2010.

Members of this Committee were provided with a copy of the consultation booking form and the current strategy after the 5 July meeting to enable them to feed into the consultation if they so wished.

The new draft Oxfordshire Alcohol Strategy 2011 – 2014 (**SSC6(a)**) (which has been developed under the Oxfordshire Safer Communities Partnership and will come into force in April 2011) outlines the priorities in relation to alcohol for the next 3 years.

Today's meeting is the opportunity for the Scrutiny Committee to comment on the new draft strategy.

Members of this Committee may wish to read the Director of Public Health's new Annual Report (Version 4 – May 2010) which reports on 2009-10 and includes recommendations for 2010-2011.

This report includes a section on alcohol for the first time (identified as one of the six long term threats to the health of Oxfordshire) and some comments about the way forward for the new strategy, including a recommendation that the Oxfordshire Joint Health Overview and Scrutiny Committee should consider scrutinising progress made, as part of their work plan for 2011/12.

Given that the strategy falls under the remit of this Committee, the Chairman of the Oxfordshire Joint Health Overview and Scrutiny Committee does not consider it necessary for the strategy to also be considered by that Committee, in the interest of avoiding duplication.

The relevant sections of the report are attached (**SSC6(b)**).

Ms Jackie Wilderspin (Assistant Director of Public Health - NHS Oxfordshire) who chairs the strategic Alcohol Tactical Business Group, together with Ms Ruth Whyte, Manager – Safer Communities Unit, will attend for this item in order to answer Members' questions.

The Committee is invited to comment on the new draft strategy.

(a) Draft Oxfordshire Alcohol Strategy_(Pages 31 - 38)

(b) Director of Public Health Annual Report_(Pages 39 - 54)

7. Self Help Communities - Progress Update (Pages 55 - 56)

11:15

Contact Officer: Paul James, Head of Partnership Working, (01865) 323959

In July this Committee conducted a select committee investigation into community pride/self help and put forward a number of recommendations as part of the officer paper to the County Council Management Team (CCMT), which was considered on 28 July. This paper was subsequently circulated to all members of the Committee for information.

Mr Paul James, Head of Partnership Working, will attend for this agenda item in order to update the Committee on progress to date.

A written progress update is attached at **SSC7**.

The Committee is invited to receive the update.

8. Summary of OFRS Operational Assurance Peer Review Inspection Report and OFRS Response (Pages 57 - 60)

11:35

Contact Officer: David Etheridge, Chief Fire Officer, Tel: (01865) 855205

Oxfordshire Fire and Rescue Service (OFRS) has undergone an operational peer assessment overseen by the Improvement and Development Agency (IdeA) and led by the Chief Fire Officer of Cornwall, Des Tidbury. He was supported by a group of experienced individuals ranging from an elected Member to local government and development review staff (formerly the IDeA). Following the removal of the Comprehensive Area Assessment process this report is likely to be the most authoritative independent review of the Service for a prolonged period.

The attached report summarises the most significant findings and informs the Safer and Stronger Communities Scrutiny Committee of the current performance of the Oxfordshire Fire and Rescue Service (**SSC8**).

The Chief Fire Officer will attend for this item to update the Committee and to answer Members' questions, accompanied by Mr Nigel Wilson, Assistant Chief Fire Officer.

The Committee is invited to note the contents of the report and task the Chief Fire Officer to deliver an action plan to close out the key recommendations.

9. Oxfordshire Fire & Rescue Service Response Standards Performance 2009/10
(Pages 61 - 70)

11:55

Contact Officer: Peter Cleary, Service Delivery Manager – Social & Community Services (01865) 852171

The attached report (**SSC9**) provides details of Oxfordshire Fire & Rescue Service's performance statistics for fire appliance response times to emergency incidents during 2009/10. The report provides details of that performance and the actions being undertaken to mitigate risk.

On the rising of this meeting the Cabinet Member for Safer & Stronger Communities will be asked to note the contents of the report and request the Chief Fire Officer to report back to the Cabinet Member for Safer & Stronger Communities on the response standards for 2010/11.

The Committee is invited to offer any advice/comment to the Cabinet Member for Safer & Stronger Communities and to request the Chief Fire Officer to report back to Scrutiny on performance against the response standards for 2010/11.

12:25 – 12:50 SANDWICH LUNCH

10. Draft OFRS Integrated Risk Management Action Plan (IRMP) 2011-12 (Pages 71 - 90)

12:50

Contact Officer: Nigel Wilson, Assistant Chief Fire Officer, (01865) 855206

The Cabinet Member for Safer & Stronger Communities considered Oxfordshire Fire & Rescue Service's Draft Integrated Risk Management Action Plan for 2011-12 on 4 October 2010 and **AGREED** to:

- a) approve the proposed projects to be included in the Draft IRMP Action Plan 2011-12 for 'risk analysis' and consultation as outlined in the report; and request the Chief Fire Officer to keep the Cabinet Member for Safer & Stronger Communities and the Chairman of the Safer & Stronger Communities Scrutiny Committee advised of progress when appropriate, with particular regard to Project 6;
- b) ask the Chief Fire Officer to report the outcome of consultation, with any recommendations for amendment, to the Cabinet Member for Safer & Stronger Communities in February 2011, with a view to formal adoption of the Action Plan for implementation from April 2011.

The report is attached at **SSC10**.

All members of the Committee are asked to note that the consultation period commences on 15 November 2010 and runs for 12 weeks.

Therefore, the Committee is invited to conduct a brief debate at today's meeting, with a view to putting forward a response to the consultation in due course.

Ms Belinda Dimmock-Smith (Policy and Review Officer) will contact all members of the Committee via email to agree the Committee's response to the consultation.

Members are reminded that they can also submit individual responses to the consultation if they so wish.

The Chief Fire Officer, together with Mr Nigel Wilson (Assistant Chief Fire Officer) and Mr Peter Cleary (Service Delivery Manager) will attend for this agenda item.

This Committee is invited to:

- ***note the proposed projects to be included for consultation in the draft IRMP Action Plan 2011-12;***
- ***conduct a brief debate, with a view to putting forward a response to the consultation in due course;***
- ***encourage other Members to take part in the consultation process.***

11. Quarterly report on the use of the Regulation of Investigatory Powers Act 2000 by Oxfordshire County Council (Pages 91 - 94)

13:25

Contact Officer: Richard Webb, Deputy Head of Trading Standards, (01865) 815791

The Regulation of Investigatory Powers Act 2000 (RIPA) ('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 on at least a quarterly basis.

The attached report (**SSC11**) provides an overview of the use of the Regulation of Investigatory Powers Act 2000 by Oxfordshire County Council in the period from 1st April 2010 to 30th September 2010. The report summarises applications for authorisation to undertake activities within the scope of the Act made during this period. Where those activities have been concluded the report includes the outcomes achieved.

The Committee is invited to conduct a question and answer session on the use of the RIP Act by Oxfordshire County Council.

REVIEW WORK

To take evidence, receive progress updates and consider tracking reports.

12. Report relating to Debt Advice Scrutiny Review

13:45

Contact Officer: Belinda Dimmock-Smith, Policy and Review Officer, (01865) 816316

[Lead Member Review Group Members: Councillors Lawrie Stratford, Bill Service, John Goddard and John Sanders]

A paper detailing the Group's findings is attached for the Committee's information (**SSC12(a)**).

Councillor Stratford will provide a verbal update at the meeting.

The Committee is invited to note the report.

(a) Debt Advice Scrutiny Review Report_(Pages 95 - 114)

INFO SHARE

13:55

- **Fire Service Command and Control Room - the FiReControl and FireLINK Projects**

Contact Officer: Colin Thomas, Deputy Chief Fire Officer and Head of Service Support, (01865) 855206.

A progress report is attached (**SSC12(b)**).

BUSINESS PLANNING

To consider future work items for the Committee

13. Scrutiny Work Programme (Pages 119 - 122)

14:05

Contact Officer: Belinda Dimmock-Smith, Policy and Review Officer, (01865) 816316

To note the attached timeline (**SSC13**).

- **Proposed review of Health and Safety in the County's Youth Centres**

The Committee is asked to note that the Children's Services Scrutiny Committee has now nominated Councillors N. Turner, D. Sexon and V. Smith to the Working Group.

14. Forward Plan

14:10

The Committee is asked to note any items of interest on the current version of the Forward Plan which covers the time period November 2010 to February 2011.

15. 14:15 approx Close of Meeting

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, ie 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.