

Notice of a Meeting

Safer & Stronger Communities Scrutiny Committee **Monday, 3 September 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: 12 November 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

August 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

The chairman, Cllr Lawrie Stratford, has sent his apologies. In his absence, the deputy chairman, Cllr Stewart Lilly, will chair this meeting.

2. Declarations of Interest - see guidance note on the back page

3. Minutes

To approve the minutes of the meeting held on 18 June **(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 Governance, Peter Clark, will give a verbal update on key issues affecting relevant services.

6. Libraries Strategy Implementation - Update

10.20

Karen Warren, Cultural Services Manager, will give an update on the progress of implementation of the libraries strategy. **(SSC6)**.

7. 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.

8. Oxfordshire Fire and Rescue Service - Integrated Corporate Risk Reduction Strategy

11.15

Nathan Travis, Assistant Chief Fire Officer, will give an overview of the strategy **(SSC8 with Annex)**.

9. Review of Payday Lending

11.30

Kate Davies, Trading Standards Team Leader, will provide an overview (**SSC9**).

10. Citizens Advice Bureau Consumer Empowerment Project

11.50

Kate Davies, Trading Standards Team Leader, will give an overview of this pilot project run by the Oxford Citizens Advice Bureau, in which Oxfordshire Trading Standards is a partner organisation (**SSC10**).

BUSINESS PLANNING

11. Scrutiny Work Programme

12.15

The committee is invited to comment on the draft forward plan for future meetings which will be circulated to members before the meeting.

12. Close of Meeting

12.25

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.