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Date: 23 June 2015
Our ref: Community Safety Partnership Working Party
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COMMUNITY SAFETY PARTNERSHIP WORKING PARTY

2 JULY 2015

A meeting of the Community Safety Partnership Working Party will be held at **7.00 pm on Thursday, 2 July 2015** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Membership:

Councillors: Bambridge, Campbell, Curran, Dixon, Elenor, Falcon and Martin

A G E N D A

Item
No

Subject

1. **ELECTION OF CHAIRMAN**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF INTERESTS**
To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest form attached at the back of this agenda. If a Member declares an interest, they should complete that form and hand it to the officer clerking the meeting and then take the prescribed course of action.
4. **MINUTES OF PREVIOUS MEETING** (Pages 1 - 2)
To approve the Minutes of the Community Safety Partnership Working Party meeting held on 3 March 2015, copy attached.
5. **AGREE TERMS OF REFERENCE OF THE COMMUNITY SAFETY PARTNERSHIP WORKING PARTY FOR 2015/16** (Pages 3 - 8)
6. **ESTABLISH THE COMMUNITY SAFETY PARTNERSHIP WORKING PARTY WORK PROGRAMME FOR 2015/16** (Pages 9 - 14)
7. **AGREE INDICATIVE FUTURE MEETING DATES FOR 2015/16**

Declaration of Interests Form

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COMMUNITY SAFETY PARTNERSHIP WORKING PARTY

Minutes of the meeting held on 3 March 2015 at 7.00 pm in the Austen Room, Council Offices, Cecil Street, Margate, Kent.

Present: Councillor Peter Campbell (Chairman); Councillors Cohen, K Gregory, S Tomlinson and Moore

77. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Huxley, for whom Councillor Moore was present as substitute. Apologies were also received from Councillor Saunders and Councillor King.

78. DECLARATION OF INTERESTS

There were no declarations of interest.

79. MINUTES OF PREVIOUS MEETING

It was proposed by Councillor Gregory, seconded by Councillor Campbell and AGREED that the minutes be signed as a true record.

80. CRIME STATISTICS UPDATE

Chief Inspector Simon Thompson, Kent Police, presented the update looking at crime performance. In particular he noted that:

- **Victim Based Crime**, had seen a general downward trend of crime reduction.
- **Violence Against a Person**, there were a number of instances when the level of incidents were below average. This was encouraging, however the last two weeks had seen above average levels of incidents. It was suggested that this could be connected to the school half term holiday and the good weather.
- **Dwelling Burglary**, levels often fluctuated depending on who was out of prison, the trend was steady with exception of a couple of spikes. It was encouraging that offenders had been identified so quickly.
- **Burglary Other than Dwelling**, had seen an increase in cases, this could have been due to the good weather.
- **Criminal Damage**, rates were stable around the average line.
- **Vehicle Crime**, levels were a little concerning, however recent arrests had resulted in a drop in rate.

Chief Inspector Thompson then displayed a graph overlaying crime rates for 2012, 2013 and 2014. It was noted that the fall in crime rates for 2014, compared with the two previous years, demonstrated that the recent restructure within Kent Police was successful, and that the enthusiasm and commitment from the Police and partner agencies had made a positive impact. In addition to this reduction, it was also noted that there had been an increase in crime recording accuracy from 90% to 97%, this was one of the highest accuracy rates in the Country.

The update was noted.

81. UPDATE ON PROGRESS AGAINST COMMUNITY SAFETY PLAN ACTIONS

Penny Button, Head of Safer Neighbourhoods, noted that since the report had been produced, a number of actions had progressed. The number of actions that had not

started had reduced from 5 to 2, the number of actions underway had increased from 5 to 6, and the number of actions completed had increased from 27 to 29. Penny added that she would expect to see further progress in the run up to the end of the year, 31 March 2015, which would be included in the end of year report presented to the next meeting.

Penny highlighted that action nine of the Plan would be carried forward to the 2015/16 year, with more options for intervention. She added that this had been looked at across Kent and had been accepted into phase two of a national programme.

The update was noted.

82. DRAFT COMMUNITY SAFETY PLAN FOR 2015/16

Penny Button introduced the report, and noted that the statutory partners in the Community Safety Partnership felt that the Community Safety Partnership Working Party should focus on high level targets, which were detailed as priorities on pages, nine, ten, eleven and twelve of the plan. It was felt that the plan needed to be fluid and able to respond to any needs that may arise. The Community Safety Partnership Executive would be responsible for updating the plan.

In response to comments and questions from Members, Penny Button and Chief Inspector Thompson advised that:

- although item one mentioned vulnerable young people, it was the intention that the plan would support vulnerable people of all ages. DCI Thompson added that an initiative working with Dementia support in Dover could be extended to Thanet if proven to be a success. The Police force had seen an increasing number of missing people cases;
- item six would involve partnership working with a number of agencies including KCC, licensing, and trading standards;
- anti-social behaviour problems as a result of drinking on public transport premises such as trains would fall into the Transport Police's jurisdiction, however once outside these premises Kent Police could take action;
- it was recognised that engagement was required with prisoners upon their release to ensure suitable relocation. Chief Inspector Thompson confirmed that the Police received notification of releases which enabled them to be proactive;
- the Community Safety Partnership were looking to co-ordinate agency messages in order to engage with all age groups. This co-ordination was assisted by the co-location of the agencies within the same building. In addition, much of the work of the partnership was intelligence based, and co-locating had greatly assisted intelligence sharing between agencies;

Penny Button advised that a survey was conducted at a recent Community Safety Forum held in January, it asked residents for their opinion on the priorities in the 2015/16 Plan. The survey found that 73% of the 40 residents present at the forum agreed or strongly agreed with the priorities.

Councillor Campbell proposed, Councillor Tomlinson seconded and Members RESOLVED;

- 'To prepare a summary for Overview and Scrutiny on the performance of CSP agencies and progress made against the objectives set in the plan.
- To recommend the 2015-16 Community Safety Plan to Overview and Scrutiny.'

Meeting concluded : 7.45 pm

AGREE THE TERMS OF REFERENCE OF THE COMMUNITY SAFETY PARTNERSHIP WORKING PARTY FOR 2015/16

To: **Community Safety Partnership Working Party – 02 July 2015**

Main Portfolio Area: **Community Services**

By: **Senior Democratic Services Officer**

Classification: **Unrestricted**

Ward: **Thanet Wide**

Summary: **The purpose of this report is to introduce the terms of reference that were adopted at the Overview & Scrutiny Panel and offer Members an opportunity to suggest changes where appropriate.**

For Decision

1.0 Introduction and Background

- 1.1 On 26 May 2015 Members of the Overview and Scrutiny Panel set up three working parties that included the Community Safety Partnership Working Party. The Community Safety Working Party's work fulfils the statutory requirement by the Council to scrutinise the performance of the Community Safety Partnership.
- 1.2 The Crime and Disorder Act 1998 Sections 5 to 7 set out the statutory framework for responsible authorities to work with other local agencies and organisations to develop and implement strategies for tackling crime, disorder and anti-social behaviour, substance misuse and re-offending adversely affecting neighbourhoods and the environment in any given area in relation to local government boundaries.
- 1.3 Sections 19 and 20 of the Police and Justice Act 2006 gave effect for local Councils to 'hold to account' Community Safety Partnerships. The Crime and Disorder (Overview and Scrutiny) (Amendment) Regulations 2010 was published in order to update the Crime and Disorder (Overview and Scrutiny) Regulations 2009 (S.I. 2009/942) which gave further effect to the oversight role of the local Councils' Overview & Scrutiny Committees. These regulations further provided for the local authorities (local Councils) to assign a scrutiny role to scrutinise the functioning of the responsible authorities.
- 1.4 The responsible authorities are defined in section 5 of the Crime and Disorder Act 1998. This was updated by further legislation relevant to specific sectors (Policing and Crime Act 2009, Health and Social Care Act 2012 and the responsible authorities for Thanet are now;
- a) Kent Police;
 - b) Local authorities – TDC and KCC;
 - c) Kent Fire and Rescue Services;
 - d) Kent Surrey and Sussex Community Rehabilitation Company;
 - e) Thanet Clinical Commissioning Group (NHS).

- 1.5 These responsible authorities are collectively known as the Community Safety Partnership (previously known as the Crime and Disorder Reduction Partnership). Section 19 of the 2006 Police and Justice Act requires that each local authority sets up a crime and disorder committee with the powers to review, scrutinise and make reports and recommendations regarding the functioning of responsible authorities (in their collective form, the Community Safety Partnership).

2.0 The Current Situation

- 2.1 The Panel agreed that the Community Safety Partnership Working Party be made up of seven members and the terms of reference assigned to the sub-group are as detailed in Annex 1 to the report.
- 2.2 Members may wish to suggest further changes to terms of reference. If such changes were to be made, recommendations would have to be forwarded to the next meeting of the Panel to be finalised.
- 2.3 The terms of reference provide the framework for Members to agree the work programme for the working party. This issue will be covered in more detail in a separate item elsewhere on the agenda.

3.0 Options

- 3.1 Members may wish to amend the draft terms of reference.
- 3.2 The sub-group could opt to leave the terms of reference for 2015/16 as reflected in Annex 1 to the report.

4.0 Next Steps

- 4.1 If the sub-group has come up with changes to the terms of reference that were agreed at the Overview and Scrutiny Panel, then such changes ought to be brought back to the main Panel for consideration and finalisation.

5.0 Corporate Implications

5.1 Financial and VAT

- 5.1.1 There are no financial implications arising directly from this report.

5.2 Legal

- 5.2.1 There are no legal implications arising directly from this report. The Overview and Scrutiny Panel is empowered to set up a sub-committee to carry-out its statutory function of scrutinising the operations of the Community Safety Partnership.

5.3 Corporate

5.4 Equity and Equalities

- 5.4.1 There are no equity and equalities issues arising directly from this report. However all decisions to be made by Council bodies ought to take into

consideration the equity and equalities impact implications of such decisions on the local community.

6.0 Recommendation

6.1 If appropriate, Members are asked to agree amendments to the terms of reference and forwarding any amendments to the next meeting of the Overview and Scrutiny Panel on 18 August 2015.

7.0 Decision Making Process

7.1 The Overview and Scrutiny Panel can assign sub-committees to conduct in-depth reviews of any issues of relating to the functions of the Council and any other matters that affects the local area (i.e Thanet District area) and make recommendations to appropriate bodies of Council.

Future Meeting:	Date: 18 August 2015
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Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, ext 7186
Reporting to:	Nick Hughes, Committee Services Manager, ext 7208

Annex List

Annex 1	Terms of Reference of the Community Safety Working Party for 2015/16
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Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation Undertaken

Finance	N/A
Legal	N/A

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DRAFT COMMUNITY SAFETY PARTNERSHIP WORKING PARTY TERMS OF REFERENCE FOR 2015/16

A. TERMS OF REFERENCE

General

The purpose of the working party was to scrutinise key community safety issues in Thanet and make recommendations to the Community Safety Partnership through the Overview & Scrutiny Panel.

Membership, Chairmanship and Quorum

Number of Members	Seven
Political Composition	4 UKIP 2 Conservative 1 Labour
Substitute Members Permitted	Yes
Political Balance Rules apply	No
Appointments/Removals from Office	By the Overview and Scrutiny Panel
Restrictions on Membership	Non-Executive Members only
Restrictions on Chairmanship	None
Quorum	Four
Number of ordinary meetings per Council Year	Meetings will be called as required and as reflected in the work programme below

Terms of reference

The full terms of reference for the working party are given below under the Crime and Disorder (Overview & Scrutiny) Regulations 2009. The scope of the group for 2015/16 will be specifically to:

1. To review the implementation and effectiveness of the Community Safety Partnership Plan.
2. To scrutinise the Council's and key partners approach to anti-social behaviour (ASB) investigations and Environmental Enforcement;
3. To understand the changes to the ASB, Policing and Crime Act legislation and its local impact;
4. To scrutinise the Community Safety Partnership road safety initiatives in Thanet;

5. To scrutinise the changes to Probation and Youth offending Services with reference to Thanet;
6. To look at Health's role in Community Safety Partnerships.

Delegations

None

Notes

This working party was established in principle by the decision of the Overview & Scrutiny Panel on 01 October 2009. These terms of reference were agreed by the Overview & Scrutiny Panel on 19 August 2014.

ESTABLISHING THE COMMUNITY SAFETY WORKING WORK PROGRAMME FOR 2015/16

To: **Community Safety Partnership Working Party – 02 July 2015**

Main Portfolio Area: **Democratic Services**

By: **Senior Democratic Services Officer**

Classification: **Unrestricted**

Ward: **N/A**

Summary: **The purpose of the report is to set out and agree the work programme for 2015/16 for the Community Safety Partnership Working Party.**

For Decision

1.0 Introduction and Background

- 1.1 The Overview and Scrutiny Panel (OSP) met on 26 May 2015 and set up three sub-committees that included the Community Safety Partnership Working Party. The background information provided in the first section of the report is meant to familiarise Members with the processes involved in progressing the work of the sub-group.
- 1.2 Each of these sub-groups was asked to meet and consider at their first meeting their respective terms of reference and draft work programmes for 2015/16 and in cases where changes were suggested to the terms of reference, then report back to next scheduled meeting of the Overview & Scrutiny Panel.
- 1.3 Martyn Cassell, Community Safety & Leisure Manager is the lead officer who provides support to the work of the Community Safety Partnership Working Party. Mr Cassell provides key reports for consideration by Members and co-ordinates the invitations of external agency representatives, who may be required to attend meetings of the sub-group from time to time in order to provide expert advice and evidence that would help with the review work of the sub-group.
- 1.4 It is out of the terms of reference for the sub-group that Members would be able to define the work programme for the year. At subsequent meetings of the Panel following the May Panel meeting; the Chairman of each sub-group would be expected to provide a verbal progress update of the work of their respective working party/task and finish group and ask for advice from the main Panel (if there is a need for such an intervention).
- 1.5 On occasion during the course of the municipal year, sub-groups may wish to submit some recommendations on completed review tasks for consideration by the Overview and Scrutiny Panel. This is usually the case in instances where there is a one off issue that can be dealt with through a short review in a time limited period. However the expectation is that most of the review recommendations for this working party would be forwarded to the Panel towards the end of the year (around March 2016). These proposals would form part of the

OSP Annual Report to be presented to Full Council by the Chairman of the Panel at either the April Full Council meeting or at Annual Council.

- 1.6 Members of the working party are requested to consider, provide more detail and agree the draft work programme for 2015/16 using the template that is attached as Annex 1 to this report.

2.0 The Current Situation

- 2.1 It is hoped that working party would will develop a time frame for completing their work and then produce final reports for making recommendations to the Overview & Scrutiny Panel.

3.0 Options

- 3.1 Members are requested to agree a detailed work programme and timetable for undertaking the review.

4.0 Corporate Implications

4.1 Financial and VAT

- 4.1.1 There are no financial implications arising directly from this report.

4.2 Legal

- 4.2.1 There are no legal implications arising directly from this report.

4.3 Corporate

- 4.3.1 An active scrutiny programme is part of good governance and will, ultimately underpin the Council's use of resources assessment.
- 4.3.2 The Working Parties / Task and Finish Groups assist the work of scrutiny as they can carry-out an in-depth study of an issue referred to them by the Overview and Scrutiny Panel.

4.4 Equity and Equalities

- 4.4.1 There are no equity and equalities implications arising directly from this report.

5.0 Recommendation

- 5.1 Members are requested to draw up and agree the Community Safety Working Party work programme for 2015/16.

6.0 Decision Making Process

- 6.1 The Overview and Scrutiny Panel can set up sub-committees and then ask such groups to submit recommendations for the Panel's consideration. These sub-committees (task & finish groups) do not have delegated authority to amend their terms of reference; any suggested changes need to be reported to the Overview & Scrutiny Panel for approval.

Future Meeting: Overview & Scrutiny Panel	Date: 18 August 2015
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Contact Officer:	Charles Hungwe, Senior Democratic Services Officer, Ext 7186
Reporting to:	Nick Hughes, Committee Services, Ext 7208

Annex List

Annex 1	Draft Work Programme for 2015/16
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Background Papers

Title	Details of where to access copy
None	None

Corporate Consultation Undertaken

Finance	N/A
Legal	N/A

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Agenda Item 6

Annex 1

WORKING PARTY DRAFT WORK PROGRAMME 2015/16

NAMES OF MEMBERS

ELECTED MEMBER	DESIGNATION
Cllr Bambridge	
Cllr Campbell	
Cllr Curran	
Cllr Dixon	
Cllr Elenor	
Cllr Falcon	
Cllr Martin	
SUPPORTING OFFICER	DESIGNATION
Martyn Cassell	Community Safety & Leisure Manager

DATE OF MEETING/ACTIVITY	AGENDA ITEM	WITNESSES TO BE INVITED
Meeting 1 Date/time	a. Election of Chairman b. Agreement of Draft Terms of Reference c. Agreement of all items of business to be considered by working party d. Agreement of timetable for all future meetings before final report is presented to Overview and Scrutiny Panel	Martyn Cassell, Community Safety & Leisure Manager
Meeting 2 Date/time	To be Advised by Members at the meeting on 2 July 2015	To be Advised by Members at the meeting on 2 July 2015
Meeting 3 Date/time	To be Advised by Members at the meeting on 30 June 2014	To be Advised by Members at the meeting on 2 July 2015
Meeting 4 Date/time	To be Advised by Members at the meeting on 2 July 2015	To be Advised by Members at the meeting on 2 July 2015
Meeting 5 Date/time	To be Advised by Members at the meeting on 2 July 2015	To be Advised by Members at the meeting on 2 July 2015
etc		
Final meeting Date/time	a. Completion of final report b. Agreement of recommendations to be presented to the Overview and Scrutiny Panel	

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THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
 - exercises functions of a public nature; or
 - is directed to charitable purposes; or
 - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £100 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Democratic Services and Scrutiny Manager well in advance of the meeting.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY

MEETING

DATE..... **AGENDA ITEM**

DISCLOSABLE PECUNIARY INTEREST

SIGNIFICANT INTEREST

GIFTS, BENEFITS AND HOSPITALITY

THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:

.....
.....
.....

NAME (PRINT):

SIGNATURE:

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.