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Our ref: Community Safety Partnership Working Party/Agenda
Ask For: Charles Hungwe
Direct Dial: 01843 577186
Email: charles.hungwe@thanet.gov.uk

COMMUNITY SAFETY PARTNERSHIP WORKING PARTY

30 JUNE 2016

A meeting of the Community Safety Partnership Working Party will be held at **7.00 pm on Thursday, 30 June 2016** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Membership:

Councillors: Campbell, Curran, Dixon, Elenor, Falcon, Hayton, Martin and M Saunders

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 - 4)

To approve the Minutes of the Community Safety Partnership Working Party meeting held on 01 February 2016, copy attached.

5. **AGREE THE WORK PROGRAMME FOR THE COMMUNITY SAFETY PARTNERSHIP WORKING PARTY** (Pages 5 - 12)

Agree terms of reference for the working party;
Agree the work programme for the working party;
Agree tentative future meeting dates.

Declaration of Interests Form

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COMMUNITY SAFETY PARTNERSHIP WORKING PARTY

Minutes of the meeting held on 1 February 2016 at 7.00 pm in the Austen Room, Council Offices, Cecil Street, Margate, Kent.

Present: Councillor Jeffrey Elenor (Chairman); Councillors Bambridge, Campbell, Curran, Dennis, Dixon and Falcon

In Attendance: Chief Inspector Sharon Adley and Inspector Pearson, Heather Flynn, Sharon McLaughlin and Lisa Udale

102. APOLOGIES FOR ABSENCE

There were no apologies received at the meeting.

103. DECLARATION OF INTERESTS

There were no declarations received at the meeting.

104. MINUTES OF PREVIOUS MEETING

Councillor Campbell proposed, Councillor Bambridge seconded and Members agreed the minutes as a correct record of the meeting of the Community Safety Working Party that was held on 14 December 2016.

105. CRIME STATISTICS UPDATE

Chief Inspector Sharon Adley made a presentation on the Crime Statistics in the district. She said that the emerging picture regarding the crime rate was a satisfactory one as there was a reduction in victim based crime.

There was a small proportion of violence against person crime in Thanet. Burglary in dwellings was also very low for the period under consideration and so was the burglary in properties other than dwellings.

Members noted the update.

106. SAFEGUARDING PEOPLE - THEME LEAD UPDATE

Members received a presentation from Heather Flynn, Integrated Services Manager, KCC and Sharon McLaughlin, District Manager, Early Help, KCC. There are six target teams working with families who need extra support in Kent. The Margate Task Force (MTF) was also providing invaluable support at the earliest opportunities. Working with young people was a key area for Kent Social Services. Heather Flynn said that the Kent Early Help Youth Worker seconded into the Margate Task Force had weekly activities with Thanet young people who would otherwise be difficult to identify and engage with.

This year, as part of delivery under the safeguarding theme, the partnership has funded workers from the SOS project run by St Giles Trust in London, to come down and provide training for practitioners in Thanet who work with young people to give them greater awareness of the risks of exploitation. In responses to Member query on whether the issues affecting the youth in Thanet had been mapped and what proportion were local to Thanet, Sharon McLaughlin said that she did not have the information readily available at the meeting, and exact numbers aren't always known, but would look into the breakdown after the meeting. She further explained that a workshop is going to be held to map-out the need and target resources to the issues that have been identified.

One Member said that some of the ethnic minority women do not access support group activities and that ways should be found to reach out to them. In response Heather Flynn said that support was available for all to access and that Oasis had produced a document for supporting various groups in different languages. Jessica Bailey, Community Safety Team Leader said that there were also new plans to develop a support hub for minority groups and reminded members of the Community Safety Fund that could be accessed and bids submitted by any local groups from any part of the district to support work they may be considering in this area.

Heather Flynn also advised the meeting that the PREVENT strategy provided support for people who were vulnerable to radicalisation. Individuals would be referred to appropriate agencies for support. Members indicated that vulnerability to radicalisations was made worse because of increased levels of deprivation. They said that money spent on youth activities was money well spent as such initiatives were meant to work with the youth at an early age and help prevent radicalisation.

Members noted the update.

107. UPDATE ON COMMUNITY SAFETY PLAN ACTIVITY FOR 2015-16 Q4 MONITORING

Jessica Bailey introduced the item. She said that 26 activities had been completed and 4 were underway. Of those not yet complete, this included the Home Office accredited training raising awareness of radicalisation and the national prevent agenda, entitled Workshop to Raise Awareness of Prevent (WRAP) had been scheduled but not yet delivered, but would be completed by the end of April, including a briefing for members. She also explained to members that 'CHANNEL' was a process of co-ordinating activities of support for individuals who were vulnerable to extremist views. She noted that the report would be updated to expand on any acronyms.

The group went through the pre-submitted report and picked out a summary of actions and delivered work under each theme to present to the group.

Chief Inspector Adley said that the Kent Fire and Rescue Services (KFRS) could be invited to the working party meeting to explain to Members their new initiatives on educating children about safety through the newly build Road Safety Centre in Rochester. It was also discussed that KFRS had the funding for transporting schools that would like to attend the training in Rochester, to ensure it was accessible for all, including those from Thanet which the group acknowledged was some distance from Rochester.

Lisa Udale, Senior Probation Officer talked about the Integrated Offender Management (IOM) approach where the National Probation and Rehabilitation Service worked together with other agencies to support ex-offenders and reduce re-offending. The programme was currently working with 20 individuals. The IOM team was now co-located with Kent Police in Thanet, Folkestone and Canterbury.

The group were asked to review the report and raise any questions or concerns that had about any actions not already covered as there were a number of actions within the plan. In response to another Member question C.I. Adley advised that video body worn equipment would be rolled through the county by Kent Police.

She advised that currently all officers who responded to calls wore video equipment on them. She was going to check and advise outside the meeting whether all PCSOs would also be supplied with this equipment. Members said that it would be appropriate to get such equipment for PCSOs because in some Thanet areas like Ramsgate, PCSOs responded to a significant number of calls which required the use of such equipment. Inspector Mark Pearson said that the upgrading of equipment was still an on-going exercise by Kent Police.

Members requested that the report ought to highlight the good that the Community Safety Partnership had done over this current financial year.

Members noted the report.

108. DRAFT COMMUNITY SAFETY PARTNERSHIP PLAN 2016/17

Jessica Bailey introduced the Plan for 2016/17 and highlighted the annual process:

- December 2015- January 2016 – Review multi agency data to identify emerging community safety issues for further consideration;
- December 2015 – stakeholder consultation event (Community Safety Conference) held to canvas views of practitioners on the data and develop focus areas;
- Draft the Community Safety Plan for 2016/17;
- Deliver the Plan which runs from April 2016 to March 2017;
- A thematic approach is proposed in the draft plan for 2016-17
- Detailed actions sitting under each theme will be formulated by Operational Delivery Groups that would be set up to produce detailed action plans in early April 2016;

The proposed themes for 2016-17

- i. Reducing offending and re-offending;
- ii. Safeguarding our most vulnerable people;
- iii. Improving community confidence and agency collaboration.

A public consultation survey regarding the draft Plan has been carried out and officers said that the response rate greatly exceeded that in previous years with nearly 400 responses.

There was also a much greater response rate from young people this year due to schools asking pupils to complete in PSHE and Citizenship lessons.

Once the Plan has been approved Delivery Groups will be meeting as from April to detail out the Plan for delivery and these details will be shared with the working party. CI Adley reiterated that the Plan ought to be flexible enough so that the Partnership could respond to emerging issues.

Members agreed the following:

1. To note the updates and prepare a summary for Overview and Scrutiny on the performance of CSP agencies and progress made against the objectives set in the 2015-16 plan;
2. To recommend the draft 2016-17 Community Safety Plan to the Overview and Scrutiny Panel.

Meeting concluded: 8.50 pm

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ESTABLISHING THE COMMUNITY SAFETY WORKING WORK PROGRAMME FOR 2016/17

To: **Community Safety Partnership Working Party – 30 June 2016**

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 2016/17 for the Community Safety Partnership Working Party.**

For Decision

1.0 Introduction and Background

- 1.1 The Overview and Scrutiny Panel (OSP) met on 24 May 2016 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 2016/17 and if Members propose making changes to the terms of reference, then these amendments ought to be reported back to Overview & Scrutiny Panel meeting on 16 August.
- 1.3 Officers in Community Services provide lead officer support to the working party. They also provide members with updates on community safety activity and co-ordinate the invitations of external agency representatives who are partners to the Community Safety Partnership; 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 The terms of reference for the sub-group that were approved by the panel in May are used to define the work programme for the year. The Chairman of this working party would be expected to provide a verbal progress update on the sub-group work and ask for advice from the main Panel (if there is a need for such an intervention) or present recommendations that they feel should be considered and progressed by the Panel.
- 1.5 The expectation is that at the end of the municipal year, the sub group would come up with end of year recommendations that are then forwarded to the panel around March 2017. 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 in May.

2.0 Terms of reference of the Community Safety Working Party

2.1 The Overview & Scrutiny Panel agreed the terms of reference of the working party. However annex 1 to the report contains amendments being proposed to in order to get the working party focused on key themes for the partnership for 2016/17. The sub group can suggest amendments to these terms and forward any such changes to the main panel for approval.

3.0 Work Programme for 2016/17

3.1 It is hoped that working party would develop a time frame for completing their work activities that they would have detailed in the work programme and where necessary produce final reports for making recommendations to the Overview & Scrutiny Panel. Annex 2 could be used to provide the required detail.

3.2 In scoping out the work programme, Members ought to consider a number of factors that include the following:

- a. What the Panel wants to Scrutinise and how can the effectiveness of that scrutiny be maximised;
- b. Can Council influence the Partnership to take on board any recommendations the working party;
- c. What is the intended outcome of the planned scrutiny;
- d. How much time will it require to complete the scrutiny;
- e. Does council have adequate resources (including officer time) for the scrutiny decided upon;
- f. The relationship of scrutiny with the Police and Crime Panel.

4.0 Indicative future meeting dates of the Community Safety Partnership Working Party

4.1 Members could agree future meeting dates for 2016/17. This will help manage the work programme for the sub group as it gives enough lead time for lead officers to prepare reports and invitations to be sent out to external agencies to be attendance at these meetings when requested.

5.0 Options

5.1 Members could suggest amendments to the terms of reference if they so wish. Any such changes would need to be referred to the main Panel for approval.

5.2 Members are requested to agree a detailed work programme.

5.3 The sub group could agree indicative meeting dates for future meetings for 2016/17.

6.0 Corporate Implications

6.1 Financial and VAT

6.1.1 There are no financial implications arising directly from this report.

6.2 Legal

6.2.1 There are no legal implications arising directly from this report.

6.3 Corporate

- 6.3.1 An active scrutiny programme is part of good governance and will, ultimately underpin the Council's use of resources assessment.
- 6.3.2 The Working Parties 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.

6.4 Equity and Equalities

- 6.4.1 There are no equity and equalities implications arising directly from this report, but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.
- 6.4.2 It is important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration had been given to the equalities impact that may be brought upon communities by the decisions made by Council.

7.0 Recommendations

Members are requested to:

- 7.1 Agree amendments to the terms of reference (if appropriate);
- 7.2 Draw up and agree the work programme for 2016/17;
- 7.3 Agree indicative dates for future meetings of the working party for 2016/17.

8.0 Decision Making Process

- 8.1 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 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: 16 August 2016
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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	Community Safety Partnership Working Party Terms of Reference for 2016/17
Annex 2	Draft Work Programme for 2016/17

Background Papers

Title	Details of where to access copy
None	None

Corporate Consultation Undertaken

Finance	
Legal	Colin Evans, Assistant Litigation Solicitor

**COMMUNITY SAFETY PARTNERSHIP WORKING PARTY TERMS OF REFERENCE FOR
2016/17**

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	Eight
Political Composition	3 UKIP 2 Conservative 1 Labour 1 Independent Group 1 Democratic Independent Group
Substitute Members Permitted	Yes
Political Balance Rules apply*	Yes*
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

Terms of reference

The full terms of reference for the working party are given below under the Crime and Disorder (Overview & Scrutiny) Regulations 2009, hereby attached.

The scope of the group for 2016/17 will be specifically to review the performance of the Community Safety Partnership with regards to implementing the following [key key themes](#):

1. [Reducing Offending and Reoffending;](#)
 2. [Safeguarding our most vulnerable people;](#)
 3. [Community Confidence and Agency Collaboration.](#)
1. ~~Safeguarding people vulnerable to committing or being a victim of crime;~~
 2. ~~Reducing Re-offending;~~
 3. ~~Tackling the drivers of crime and Anti-Social Behaviour;~~
 4. ~~Engaging with partners and the community.~~

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 24 May 2016.

*NB: The Overview & Scrutiny Panel unanimously agreed to disregard political proportionality in establishing membership to this sub group.

Agenda Item 5

Annex 2

A. WORKING PARTY DRAFT WORK PROGRAMME 2016/17

NAMES OF MEMBERS

ELECTED MEMBER	DESIGNATION
Cllr Campbell	Sub group member
Cllr Curran	Sub group member
Cllr Dixon	Sub group member
Cllr Elenor	Sub group member
Cllr Falcon	Sub group member
Cllr Hayton	Sub group member
Cllr Martin	Sub group member
Cllr M. Saunders	Sub group member
SUPPORTING OFFICERS	
	DESIGNATION
Penny Button	Head of Safer Neighbourhoods
Jessica Bailey	Community Safety Team Leader
Rob Kenyon	Director of Community Services

DATE OF MEETING/ACTIVITY	AGENDA ITEMS	OFFICERS/WITNESSES TO BE INVITED
Meeting 1 Date/time 30 June 2016 @ 7.00pm	a. Election of Chairman b. Agree suggested amendments to the Terms of Reference c. Agree the work programme to be considered by working party d. Agree the timetable for all future meetings before the end of year report is presented to Overview and Scrutiny Panel	Penny Button, Head of Safer Neighbourhoods Jessica Bailey, Community Safety Team Leader
Meeting 2 Date/time	To be Advised by Members at the meeting on 30 June 2016	To be Advised by Members at the meeting on 30 June 2016
Meeting 3 Date/time	To be Advised by Members at the meeting on 30 June 2016	To be Advised by Members at the meeting on 30 June 2016
Meeting 4 Date/time	To be Advised by Members at the meeting on 30 June 2016	To be Advised by Members at the meeting on 30 June 2016
Meeting 5 Date/time	To be Advised by Members at the meeting on 30 June 2016	To be Advised by Members at the meeting on 30 June 2016
etc		
Final meeting Date/time	a. Completion of final report (<i>where appropriate</i>) b. Agree recommendations through an end of year report 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.