
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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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