



County Offices  
Newland  
Lincoln  
LN1 1YL

5 June 2017

**Public Protection and Communities Scrutiny Committee**

A meeting of the Public Protection and Communities Scrutiny Committee will be held on **Tuesday, 13 June 2017 at 10.00 am in Committee Room One, County Offices, Newland, Lincoln LN1 1YL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in black ink, appearing to be 'T McArdle', written over a horizontal line.

Tony McArdle  
Chief Executive

**Membership of the Public Protection and Communities Scrutiny Committee**  
**(11 Members of the Council)**

Councillors N H Pepper (Chairman), A N Stokes (Vice-Chairman), B Adams, W J Aron, C J T H Brewis, R D Butroid, K J Clarke, C R Oxby, Mrs C L Perraton-Williams, L Wootten and R Wootten



**PUBLIC PROTECTION AND COMMUNITIES SCRUTINY COMMITTEE AGENDA  
TUESDAY, 13 JUNE 2017**

Item	Title	Pages
1	<b>Apologies for Absence/Replacement Members</b>	
2	<b>Declarations of Members' Interests</b>	
3	<b>Announcements by the Chairman, Executive Councillors and Chief Officers</b>	
4	<b>Public Protection and Communities 'Who we are and What we do'</b> <i>(To receive a presentation from Nick Borrill, Chief Fire Officer; Daryl Pearce, County Officer – Public Protection; and Nicole Hilton, Chief Community Engagement Officer on Protecting the Public and Community Resilience and Assets (Public Protection and Communities))</i>	
5	<b>Public Protection and Communities Scrutiny Committee Work Programme</b> <i>(To receive a report from Daniel Steel, Scrutiny Officer, which provides the Committee with an opportunity to consider its own work programme for the coming year)</i>	5 - 12

Democratic Services Officer Contact Details

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**Please note:** for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

All papers for council meetings are available on:  
[www.lincolnshire.gov.uk/committeerecords](http://www.lincolnshire.gov.uk/committeerecords)

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**Open Report on behalf of Richard Wills,  
Director responsible for Democratic Services**

Report to:	<b>Public Protection and Communities Scrutiny Committee</b>
Date:	<b>13 June 2017</b>
Subject:	<b>Public Protection and Communities Scrutiny Committee Work Programme</b>

**Summary:**

This item enables the Committee to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit. The work programme will be reviewed at each meeting of the Committee to ensure that its contents are still relevant and will add value to the work of the Council and partners.

Members are encouraged to highlight items that could be included for consideration in the work programme.

**Actions Required:**

Members of the Committee are invited to:

- 1) Review, consider and comment on the work programme as set out in Appendix A to this report.
- 2) Highlight for discussion any additional scrutiny activity which could be included for consideration in the work programme.

### 1. Background

Overview and Scrutiny should be positive, constructive, independent, fair and open. The scrutiny process should be challenging, as its aim is to identify areas for improvement. Scrutiny activity should be targeted, focused and timely and include issues of corporate and local importance, where scrutiny activity can influence and add value.

Overview and scrutiny committees should not, as a general rule, involve themselves in relatively minor matters or individual cases, particularly where there are other processes, which can handle these issues more effectively.

All members of overview and scrutiny committees are encouraged to bring forward important items of community interest to the committee whilst recognising that not all items will be taken up depending on available resource.

## **Committee Scope**

As part of its terms of reference, the Public Protection and Communities Scrutiny Committee will work to review and scrutinise the following services and their outcomes:

- Volunteering support
- Adult education
- Financial inclusion
- Community engagement and development
- Community hubs
- Library services and archives
- Heritage services
- Preventing and reducing crime
- Tackling domestic abuse
- Fire and rescue and emergency response
- Trading standards
- Emergency planning
- Road safety
- Reducing anti-social behaviour
- Registration, celebratory and coroner's services

There will inevitably be service specific subjects that the scrutiny committee will want to consider, either through policy development, project updates, or through pre-decision scrutiny.

## **Purpose of Scrutiny Activity**

Set out below are the definitions used to describe the types of scrutiny, relating to the items on the Committee Work Programme:

Policy Development - The Committee is involved in the development of policy, usually at an early stage, where a range of options are being considered.

Pre-Decision Scrutiny - The Committee is scrutinising a proposal, prior to a decision on the proposal by the Executive, the Executive Councillor or a senior officer.

Policy Review - The Committee is reviewing the implementation of policy, to consider the success, impact, outcomes and performance.

Performance Scrutiny - The Committee is scrutinising periodic performance, issue specific performance or external inspection reports.

Consultation - The Committee is responding to (or making arrangements to) respond to a consultation, either formally or informally. This includes pre-consultation engagement.

Budget Scrutiny - The Committee is scrutinising the previous year's budget, or the current year's budget or proposals for the future year's budget.

Requests for specific items for information should be dealt with by other means, for instance briefing papers to members.

## **Identifying Topics**

Selecting the right topics where scrutiny can add value is essential in order for scrutiny to be a positive influence on the work of the Council. Members may wish to consider the following questions when highlighting potential topics for discussion to the committee:-

- Will Scrutiny input add value?  
*Is there a clear objective for scrutinising the topic, what are the identifiable benefits and what is the likelihood of achieving a desired outcome?*
- Is the topic a concern to local residents?  
*Does the topic have a potential impact for one or more section(s) of the local population?*
- Is the topic a Council or partner priority area?  
*Does the topic relate to council corporate priority areas and is there a high level of budgetary commitment to the service/policy area?*
- Are there relevant external factors relating to the issue?  
*Is the topic a central government priority area or is it a result of new government guidance or legislation?*

## **Scrutiny Review Activity**

Where a topic requires more in-depth consideration, the Committee may commission a Scrutiny Panel to undertake a Scrutiny Review, subject to the availability of resources and approval of the Overview and Scrutiny Management Board. The Committee may also establish a maximum of two working groups at any one time, comprising a group of members from the committee.

## **2. Conclusion**

The Committee's work programme for the coming year is attached at Appendix A to this report. A list of all upcoming Forward Plan decisions relating to the Committee is also attached at Appendix B.

Members of the Committee are invited to review, consider and comment on the work programme as set out in Appendix A and highlight for discussion any additional scrutiny activity which could be included for consideration in the work

programme. Consideration should be given to the items included in the work programme as well as any 'items to be programmed' listed.

### 3. Consultation

#### a) Have Risks and Impact Analysis been carried out?

Not Applicable

#### b) Risks and Impact Analysis

Not Applicable

### 4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Public Protection and Communities Scrutiny Committee – Work Programme
Appendix B	Forward Plan of Decisions relating to the Public Protection and Communities Scrutiny Committee

### 5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Daniel Steel, Scrutiny Officer, who can be contacted on 01522 552102 or by e-mail at [daniel.steel@lincolnshire.gov.uk](mailto:daniel.steel@lincolnshire.gov.uk)



## Public Protection and Communities Scrutiny Committee

<b>13 JUNE 2017 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Public Protection and Communities and – Who we are and What we do</b>	Nick Borrill, Chief Fire Officer; Daryl Pearce, County Officer - Public Protection; Nicole Hilton, Chief Community Engagement Officer	An introductory session for new Committee Members to Public Protection and Communities.

<b>25 JULY 2017 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Performance of the Library Services Contract – One Year Review Report</b>	Nicole Hilton, Chief Community Engagement Officer; Louise Egan, Libraries & Heritage Client Lead; Joseph Rham, GLL	Review of GLL first year performance, transition and key performance indicators (KPI).
<b>Fire and Rescue – Retained Duty System (RDS) Review</b>	Nick Borrill, Chief Fire Officer	To provide an update on the implementation of the RDS review action plan.
<b>Future Governance Structure for the Heritage Service</b>	Nicole Hilton, Chief Community Engagement Officer	Policy Development item describing the initial work streams and timeframes for the exploration of the potential future governance models for the Heritage Service
<b>Quarter 4 Performance Report (1 January to 31 March 2017)</b>	Nick Borrill, Chief Fire Officer, Daryl Pearce, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.

<b>19 SEPTEMBER 2017 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Quarter 1 Performance Report (1 April to 30 June 2017)</b>	Nick Borrill, Chief Fire Officer, Daryl Pearce, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.

<b>31 OCTOBER 2017 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Annual Prevent Review Report</b>	Nicole Hilton, Chief Community Engagement Officer, Paul Drury, Programme Officer - Prevent	The Lincolnshire Annual report on Prevent related activities in relation to local authority responsibilities as defined under Counter Terrorism & Security Act 2015
<b>Fire and Rescue Statement of Assurance</b>	Nick Borrill, Chief Fire Officer	To consider and note the contents of Lincolnshire Fire and Rescue Authority's Statement of Assurance 2016 - 2017.

<b>12 DECEMBER 2017 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Quarter 2 Performance Report (1 July to 30 September 2017)</b>	Nick Borrill, Chief Fire Officer, Daryl Pearce, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.
<b>Future Governance Structure for the Heritage Service</b>	Nicole Hilton, Chief Community Engagement Officer, Louise Egan, Libraries & Heritage Client Lead	Pre-decision Scrutiny
<b>Fire and Rescue – Fire Peer Challenge Report</b>	Nick Borrill, Chief Fire Officer	To present the outcomes from the Local Government Association (LGA) / Chief Fire Officers Association (CFOA) Fire Peer Challenge.

<b>23 JANUARY 2018 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Revenue and Capital Budget Proposals 2018/19</b>	TBC	Pre-Decision Scrutiny Item on the budget proposals for 2018/19. The comments of the Committee will be passed to the Executive for consideration.

<b>13 MARCH 2018 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>

<b>24 APRIL 2018 – 10:00am</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
<b>Community Engagement Strategy</b>	Nicole Hilton, Chief Community Engagement Officer, Bev Finnegan, Programme Manager, Community Engagement	Review and update of 2013-2018 strategy
<b>Quarter 3 Performance Report (1 October to 31 December 2017)</b>	Nick Borrill, Chief Fire Officer, Daryl Pearce, County Officer - Public Protection, Nicole Hilton, Chief Community Engagement Officer	Review of the Key Performance and Customer Satisfaction Information.

Items to be Programmed

- Joint Ambulance Conveyance Project
- Lincolnshire Community Safety Partnership Priorities
- Road Safety Partnership
- Emergency Planning
- Domestic Abuse
- Assisting Rehabilitation through Collaboration (ARC)
- Bespoke Business Advice Provided by Trading Standards
- Neighbourhood Policing
- Blue Light Collaboration Programme
- Citizen's Advice Lincolnshire
- Fire and Rescue Integrated Risk Management Plan

**For more information about the work of the Public Protection and Communities Scrutiny Committee please contact Daniel Steel, Scrutiny Officer on 01522 552102 or by e-mail at [daniel.steel@lincolnshire.gov.uk](mailto:daniel.steel@lincolnshire.gov.uk)**

**Forward Plan of Decisions relating to the Public Protection and Communities Scrutiny Committee**

DEC REF	MATTERS FOR DECISION	DATE OF DECISION	DECISION MAKER	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	DOCUMENTS TO BE SUBMITTED FOR DECISION	HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN	RESPONSIBLE PORTFOLIO HOLDER AND CHIEF OFFICER	KEY DECISION YES/NO	DIVISIONS AFFECTED
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