

Simon W. Baker B.Ed MBA MISPAL
Chief Executive

COMMUNITY OVERVIEW & SCRUTINY PANEL AGENDA

Date: Monday, 18 March 2019

Time: 2.00 pm

Venue: The Council Chamber, Moorlands House, Leek.

8 March 2019

PART 1

1. Apologies.
2. To Approve the Minutes of the Previous Meeting. **(Pages 3 - 8)**
3. Report of the Chairman of the Police and Crime Panel. **(Pages 9 - 14)**
4. Notification of Substitute Members, if any.
5. Declaration of Interests:
 - Disclosable Pecuniary Interests
 - Other Interests
6. Questions to Portfolio Holders, if any.
(At least two clear days notice required, in writing, to the Proper Officer in accordance with Procedure Rule 15).
7. Leek and District Foodbank - Peter Davies Project Co-ordinator.
8. Local Policing Team Annual Update - Chief Inspector Mark Thorley.
9. On Street Pay and Display Parking - Lee Barnard TMA Assurance Manager & David Greatbatch (Community Highways Liaison Manager).
10. Work Programme **(Pages 15 - 16)**
Any additional items to be added to the Work Programme:
 - Chair's Items
 - Members' Items

11. Exclusion of the Press and Public.

The Chair to move:-

“That pursuant to Section 100A (2) and (4) of the Local Government Act, 1972, the public be excluded from the meeting in view of the nature of the business to be transacted or nature of the proceedings whereby it is likely that exempt information as defined in Section 100A (3) of the Act would be disclosed to the public in breach of the obligation of confidence or exempt information as defined in Section 100I (1) of Part 1 of Schedule 12A of the Act would be disclosed to the public by virtue of the paragraphs indicated.”

12. To approve as a correct record the Exempt Minutes of the last meeting. **(Pages 17 - 18)**

(Paragraph 3, 7 - Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.)

**SIMON BAKER
CHIEF EXECUTIVE**

Membership of Community Overview & Scrutiny Panel

Councillor A Banks (Chair)	Councillor T McNicol (Vice-Chair)
Councillor J Bull	Councillor S Ellis
Councillor E Fallows	Councillor B A Hughes
Councillor K J Jackson	Councillor P Jackson
Councillor J T Jones	Councillor L D Lea
Councillor M A Lovatt	Councillor M M Lovatt
Councillor L A Malyon	Councillor C Pearce
Councillor J Redfern	Councillor T Riley
Councillor D Shaw	Councillor P Wood

STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

**COMMUNITY OVERVIEW & SCRUTINY PANEL
MEETING**

Minutes

MONDAY, 21 JANUARY 2019

PRESENT: Councillor A Banks (Chair)

Councillors B A Hughes, K J Jackson, L D Lea, M A Lovatt,
L A Malyon, T McNicol, J Redfern, T Riley and P Wood.

IN ATTENDANCE: Councillor C J S Atkins, M Bowen, B Johnson and D Ogden.

APOLOGIES: Councillors M M Lovatt and C Pearce.

124 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING.**

DECIDED: That the Minutes of the Meeting of the Panel held on the 26th November 2018 be approved as a correct record and signed by the Chair.

125 **NOTIFICATION OF SUBSTITUTE MEMBERS, IF ANY.**

There were no substitute members.

126 **DECLARATION OF INTERESTS:**

No declarations of interests were made.

127 **QUESTIONS TO PORTFOLIO HOLDERS, IF ANY.**

There were none.

128 **CITIZENS ADVICE BUREAU MERGER BUSINESS CASE.**

The Panel had the opportunity to give its consideration to the Citizens Advice Bureau merger business case.

Both Citizen Advice services had identified long term financial challenges that required urgent action to ensure that high quality advice services continued to be provided to the citizens of Leek, Cheadle and their surrounding areas. A number of options had been considered and Leek and Cheadle CABs had decided to explore merging with the aim of improving financial sustainability by at least 18 months.

Although the financial position of both centres had improved over recent months due to additional income from a number of funding streams, the Boards believed that the merged organisation still offered significant benefits.

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It was proposed that such a merged organisation be called “Citizens Advice Staffordshire Moorlands” to better describe the area that the new organisation would serve. Following legal and contractual advice it was proposed that the new merged organisation would be formed from Cheadle Citizen Advice Centre, with all Leek staff TUPE’d into the new organisation.

The discussions on merger were completed by 31st December 2018 and the new organisation would be set up and running by 1st April 2019. The key milestones leading to the setting up of a merged organisation were set out in a Merger Project Planning Checklist put together by the Cheadle/Leek Merger Group. Results of consultation with stakeholders were included in the Business Plan.

DECIDED: That the business case be noted.

129 **STAFFORDSHIRE FIRE AND RESCUE SERVICE ANNUAL UPDATE.**

The Panel received a presentation introduced by Brian Moss - Head of Northern Service Delivery Group, Staffordshire Fire and Rescue Service, which covered the following subject areas:-

- Services carried out by the Fire and Rescue Service
- Prevention and Protection Work
- Staffordshire Moorlands Fire Stations
- Response Arrangements
- Incidents Attended (included comparable statistics to the previous year)
- Multi Agency Response/Joint Emergency Services Interoperability Principles
- Challenge Leading to Opportunity
- The Service and the Future
- Community Room Use

The Officers explained how working with key partners helped with the significant demand on resources. The incredible effort from staff and support from neighbouring crews for the fire at The Roaches was referred to along with the revenue from the government being reduced.

Carl Mason – Station Manager (Biddulph & Leek), explained how dedicated community use rooms were located within the stations and encouraged Councillors to make enquiries and make use of these facilities.

Members passed on their thanks to the Officers for the excellent service provided, particularly over the summer months during which a number of moorland fires had occurred.

Questions were asked in relation to recruitment, finances, sky lanterns and the usage of the community space at the fire station in Ipstones. In response, the Officers advised that the Fire and Rescue Service continually tried to recruit and two new members of staff were due to commence their employment in February this year. Training courses were now delivered locally and at the Head Quarters. Crews were not aware of sky lanterns being a significant concern. A decline in the usage of the community space at Ipstones Fire Station had been noticed and they were working with the Property Team to improve the use of the facilities.

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Discussion also took place around shared facilities for the emergency services at Biddulph and the different techniques required to deal with accidents which involved electric cars.

The Chair passed on his thanks to the Officers for attending the meeting.

DECIDED: That the presentation be received.

130 YOUR HOUSING GROUP 6 MONTHLY UPDATE.

Each representative from Your Housing Group (YHG) was introduced to the Panel.

Members considered a briefing paper introduced by Sharon Wheeler – Property Manager, which provided a performance and development update on YHG business areas identified in the legacy agreement and related to business activity between April 2018 and December 2018.

YHG had recognised the need to enhance customer experience and take steps to reconnect with its customers and neighbourhoods. A new project to enhance customer engagement was being rolled out in the Moorlands from the beginning of February along with a programme of tenancy visits. These visits would include meeting with customers, collection of key personal data, property inspections, establishing concerns and identifying issues which may put a customer's tenancy at risk. Appropriate action would then be taken such as a referral to another YHG team or an external agency.

Property Agents would carry out regular neighbourhood inspections to check on cleaning and grounds maintenance of communal areas and to better identify and deal with nuisance such as fly-tipping or vandalism. Property Agents would maintain regular contact with Neighbourhood Champions (to be recruited) and they and other customers would be invited to join the Property Agents in doing their inspections.

Customers would also be provided with Neighbourhood plans which were specific local plans which contained key information.

Staff continued to work agilely, used hubs in Leek and Biddulph, along with a weekly surgery.

YHG continued to be 100% compliant in terms of domestic gas servicing, asbestos checks, electrical safety and legionella testing in flatted blocks.

The Development Team were currently looking at the development of two sites in the Staffordshire Moorlands area. This included a site at Cheadle, for shared ownership and affordable rent and a site in Leek which would be split into a number of phases. Further information on this scheme would be provided at the next meeting that YHG were due to attend.

Further detail on the amount to be spent on repairs would be circulated to the Panel after the meeting.

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All tenancy sign ups to general needs housing in the Moorlands area were now digital except where this posed specific challenges for the customer due to disability or vulnerability. A new digital portal had also been rolled out across the Group.

YHG continued to run 3 weekly workclubs in the area, which were held in Leek, Biddulph and Cheadle.

The Officers also informed the Panel of regeneration and land use initiatives which included improvements to commercial units.

Panel members described the different levels of customer service received in relation to housing repairs and it was felt that it was difficult for tenants and non tenants to make a complaint to YHG. A case of a property being unfit to live in was reported along with a broken light on Hencroft in Leek which had not been repaired, despite numerous requests for this to be rectified.

Members were advised that there was a free all purpose telephone line for customers to use and the YHG website. All complaints were dealt with by a dedicated complaints team which reported to the Chief Executive. Face to face appointments were also available on Mondays at Moorlands House and the Neighbourhood Inspections/Walk-a-bouts would start to take place. Members were asked to give details of individual cases to Sharon Wheeler at the end of the meeting and apologies were given for the incidents described to the Officers. Members also asked to be notified of the dates the Walk-a-bouts would take place.

Members raised the outstanding issue with the lease for the Haregate Community Centre and it was confirmed that this was being addressed.

Detailed discussion took place around the potential sites for development, right to buy, further rent level constraints, staffing numbers and the likelihood of the mill on Station Road in Biddulph being developed.

The representatives were asked how realistic the recruitment of the Neighbourhood Champions would be and in response, the Panel was advised that smaller focus groups would be more productive than the previous arrangements for customer involvement. Property Agents had been asked to recruit 5 Neighbourhood Champions each and it was hoped that there would be a total of 100 Neighbourhood Champions across the YHG.

A member of the Panel was concerned about the former Lightwood Home site in Cheadle as it had not been developed for a number of years. Brian Cronin - Chief Executive YHG, explained that more funding was required and as Ascent was a for profit organisation it hadn't been possible to receive grant funding. Going forward, YHG would be able to apply for Homes and Communities Agency grant funding and hopefully be in position to land bank in the Moorlands area. The Development Director would be invited to attend the meeting in 6 months time when there should be more clarity around this matter.

Members requested an update on the property in Leek which Borderland Voices had previously occupied and Sharon Wheeler agreed to look into this matter and report back to the Panel.

The Chair passed on thanks to the YHG representatives for attending the meeting.

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DECIDED: That the update be noted.

131 **WORK PROGRAMME**

The Panel considered its Work Programme and a request was made for an item on On-Street Pay and Display Parking being added.

DECIDED: That the Panel's Work Programme for 2018/19 be agreed, subject to an item on On-Street Pay and Display Parking being added.

132 **EXCLUSION OF THE PRESS AND PUBLIC.**

133 **REVIEW OF PUBLIC REALM CCTV SURVEILLANCE SYSTEM.**

The Panel considered a report which outlined the findings of a review of the Council's public realm CCTV system.

The meeting closed at 4.15 pm

_____Chairman _____Date

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Staffordshire Police, Fire and Crime Panel

Report of the Chairman of the Police, Fire and Crime Panel

To Member Local Authorities

In accordance with agreed practice I am reporting on matters dealt with at meetings of the Staffordshire Police, Fire and Crime Panel on 28 January and 15 February 2019, at which the key reports related to the proposed Police Service Precept 2019/20 and the Proposed Fire and Rescue Service Precept 2019/20.

(NB For each Precept the Commissioner is required to submit his proposals to the Panel. The Panel has the power to veto that Precept if they consider it to be too high or too low. The veto has to be approved by two-thirds of the Panel membership (ie 8 of the 12 members). If vetoed, the Commissioner has to submit a revised higher or lower Precept depending on the Panels reasons for veto. After considering that revised Precept the Panel has no further power of veto and the Commissioner can action his revised version).

28 January 2019

Proposed Police Service Precept 2019/20

The Home Office published their Police Grant settlement figure just before Christmas, allocating £107.139million (compared to £104.936m for 2018/19). Whilst an increased figure, the Commissioner submitted that this was a cash flat allocation as it includes provision to help meet unforeseen additional contributions to the Police Pension Scheme which had been the subject of discussion with the Home Office during the Autumn 2018 period.

In addition to the Grant the Home Office announced that the threshold for a referendum on Police Precept increase was being raised to £24 per household, per annum (based on Band D property). For 2018/19 that threshold had been raised to £12 per household per annum and at that time the £12 was also to apply to 2019/20.

In December 2018, the Panel held an informal workshop/consultation event with the Commissioner on his budget proposals and options for 2019/20. At that time he indicated that before agreeing to request a £24 increase, he would need robust evidence of need and how it would be used.

Panel on 28 January 2019 received the Budget report which proposed a £24 per household, per annum increase in Precept. This would generate an additional £9.299million. Proposals for the use of that funding were - to build a sustainable base budget, maintain and safeguard policing and community services in Staffordshire and Stoke-on-Trent and make additional investment in the Police and Crime Plan.

Details were submitted of investment proposals for the £3.588 million which would be allocated to the Force. These include new systems and the implementation of the new Policing model and also the recruitment of a number of additional officers. The remainder of the £9.299million additional funding will be used to address base budget pressures.

The Panel quizzed the Commissioner on policing numbers and the areas of policing on which the Chief Constable would focus investment. In supporting the 2018/19 Precept increase the Panel had been informed that a total of 69 officers would be recruited over the 2018/20 period. The Commissioner reported on the progress of the recruitment programme acknowledging the Panels views on the importance of evidencing an increase in numbers as had been expected by the public when supporting last years increased Precept. When looking at the total policing establishment and factors affecting police numbers (such as retirements and transfers) the Panel called for clearer information from the Commissioner on Police numbers and it was agreed that a workshop event would be held to improve understanding of numbers and deployment.

The Precept/budget report was accompanied by a number of financial strategies including the Reserves Strategy. The Staffordshire Force currently has the lowest level of General Reserves of all Forces in England and Wales at approximately 1% of net revenue budget. The Panel Chairman had recently attended a seminar at which Government recommendations of 3% General Reserves level had been quoted as the safe level at which any Force would be able to respond to major incidents. The Commissioner acknowledged the need to raise the level of General Reserves but reiterated his view that they should be kept to a minimum to ensure that public money was being spent on frontline services. Consequently he proposed to increase the General Reserve to 3% at the beginning of each financial year and to maintain a minimum 2% throughout the year.

The Panel decided not to veto the Precept. They supported the budget/proposed increase in Precept of £24 per household, per annum. In doing so they noted the long term effect which low/nil Precept increases over previous years had had on the service. They are required to submit a formal report of their view to the Commissioner. That report reflected their view on the importance of the public having clear information on the use of that additional funding, particularly in relation to police numbers and the degree of police visibility expected by them.

Other issues discussed:

Progress of the IT Transformation contract with Boeing - It was agreed that the Commissioner present a report to a future Panel meeting on the £100million/10 year IT Transformation contract held with Boeing.

Questions raised by local members for Tamworth and Stoke –on-Trent – Tamworth Councillor T Clements submitted a question on the 101 Service and whether the Commissioner felt that it deterred the public from reporting crime. Replying the Commissioner reported that generally the 101 Service was performing the best it has for three years and referred to the percentage of calls received which should be directed to other agencies. At previous meetings he had acknowledged that nationally the purpose of the 101 service had not been as clearly defined for the public as might have been the case.

Stoke-on-Trent City Councillor J Garner had submitted a question on the detail of the budget report to the October 2018 Panel meeting, highlighting the forecast £15million budget gap and querying other costs quoted in the report. The Commissioner responded by referring to correspondence which he had forwarded to Panel members setting out his view and clarifying the figures.

15 February 2019

Proposed Fire and Rescue Service Precept 2019/20

The Commissioner presented the proposed Fire and Rescue Service Budget/Precept for 2019/20 which showed a net revenue budget requirement of £40.936million of which £26.247million would be funded from the Precept. This equated to a 2.99% (£2.20 per annum) increase on the previous year's Precept. This was below the inflation rate being built into budgets and therefore did not provide a real cash increase. He reported that during formal consultation on the Precept, 61% of respondents supported an increase in funding for the Fire and Rescue Service. The remainder of the budget would be funded from a combination of Settlement Funding (including a reduced Revenue Support Grant), Business Rates Top-up grant and 1% share of Business Rates.

The Commissioner explained that 2019/20 was the final year of a four year funding arrangement agreed between the former Fire and Rescue Authority and the Home Office under which grant allocations had been guaranteed in return for the delivery of an Efficiency Plan to enable a £4.8million reduction in the Revenue Support Grant. The proposed Budget/Precept was therefore a continuation of the former Fire and Rescue Authority's four year financial plan with minor amendments to help facilitate his proposals for the Service in future.

The Efficiency Plan required savings of £0.5million in 2019/20 the measures to achieve which included savings of £0.2million achieved from a review of the Prevention and Protection Programme (including Safe and Well visits). The Panel discussed in detail the operation of the Prevention and Protection Programme, the criteria used to target visits to those at most risk, breadth of information obtained from participants and the links with other agencies. The Commissioner reported that, subject to fulfilling the requirement to prioritise funding for the Response Service. He wished to expand this area of work, potentially in conjunction with Staffordshire Police.

Reference was made to the uncertainty around public sector funding, including that for Fire and Rescue Services, post 2019/20. A Comprehensive Spending Review was due to be undertaken in 2019 along with a Fair Funding Review. The Commissioner stressed the importance of securing funding arrangements for a minimum of 3 years to allow for service planning and development. He reported that along with fellow Fire and Rescue Service Commissioners he was pursuing involvement in national level discussions on funding and other issues affecting the Service, such as pay negotiations.

The Commissioner also submitted his Medium Term Financial Strategy (MTFS) to 2023/24 which included an assumed increase in the budget gap to around £3million by 2023/24. The accuracy of all assumptions depended on the outcome of the Comprehensive Spending Review. He detailed the main areas of risk in the budget, including increased employer contributions to the Firefighters' Pension Scheme and the amount allocated for pay awards which did not equate to the 17% increase currently being sought for Firefighters. Referring to the costs of the PFI contracts under which 21 of the 33 Fire Stations in the County had been funded, the

Commissioner indicated that a review of their terms had shown them to be generally favourable to the Service but that he wished to discuss with the Contractors the Terms relating to the use of the Stations with a view to facilitating greater collaboration between the Police and Fire and Rescue Services.

The Commissioner detailed the levels of Reserves provided in the MTFs which included a £1million allocation for future Integration, Collaboration and Change Programme. No potential savings from collaboration had been included in the 2019/20 Budget.

The Commissioner also submitted his Capital Strategy and Capital Programme 2019/20- 2021/22 and his Treasury Management Strategy. The Capital Strategy reflected a reduced level of debt and lower interest payments which resulted for decisions to directly fund components of the Capital Programme. Details were given of areas of major investment. The Treasury Management Strategy detailed the methods employed in managing cash, borrowing and investments and the associated risks in accordance with Guidance issues by CIPFA.

The Panel resolved not to exercise the veto, supporting the proposed Budget/Precept for 2019/20. The Panel has to formally report its decision to Commissioner and publish that report and the Commissioner's reply. Members decided to include in the report a request for more information on the Prevention/Protection workstreams as the Commissioner had identified a £0.2million saving from that service whilst indicating his wish to expand this area of activity.

Other Issues discussed:

Fire and Rescue Service Statement of Assurance 2017/18 The Fire and Rescue Authority (now the Commissioner) is required to produce an annual Statement of Assurance to evidence the financial, governance and response arrangements for the period covered. The report related to the Service prior to the Commissioner taking governance responsibility.

The Panel considered the 2017/18 report which summarised the legislative background within which the Service operated and managed its financial affairs and detailed activity undertaken under each of the 3 Priorities of the Service during 2017/18 namely Education and Engagement, Community Safety and Well Being and, finally, Planning, Resilience and Response.

Locality Deal Fund 2019/20- The Commissioner was questioned on the allocation of Locality Deal funds to District and Borough Councils as it was understood that proposed allocations for 2019/20 were reduced by 25% contrary to the Commissioner's previous indication that funding levels would be maintained.

Responding the Commissioner reported that a review of the use of the Locality Deal funding had shown that approximately 25% was being allocated by authorities to schemes which duplicated or overlapped with schemes run by a neighbouring authority. Consequently 25% of the total allocation would be withheld for allocation to joint schemes proposed by authorities in order to maximise the overall benefit of the funding.

For more information on this meeting or on the Police and Crime Panel in general please contact Julie Plant (01785 276135 e mail Julie.plant@staffordshire.gov.uk) or Helen Phillips (01785 276143 or helen.phillips@staffordshire.gov.uk)

Details of Panel meetings are issued to contact officers in each of the District/Borough Councils in the County and Stoke-on-Trent City Council for posting on their own web sites.

Stephen Sweeney

Staffordshire Police, Fire and Crime Panel Chairman

Staffordshire County Council

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Community Overview & Scrutiny Panel - Work Programme 2018/19

Date	Items for Agenda
09 July 2018	
	Safeguarding Update
	Your Housing – 6 monthly update
	Graffiti
	Funding for schools Letter
01 October 2018	Jill Norman – Support Staffordshire Projects Update
	Fly-Tipping
	Environmental Enforcement
26 November 2018	
	Joint Governance Arrangements - Matthew Ellis – Staffordshire Commissioner : Police-Fire & Rescue-Crime
	CAB Annual Update
21 January 2019	
	Your Housing – 6 monthly update
	Fire & Rescue Service Annual Update - Brian Moss (Presentation)
	CAB Merger of Leek and Cheadle
	CCTV (Exempt Report)
18 March 2019	
	Leek and District Foodbank - Peter Davies Project Co-ordinator
	Local Policing Team Annual Update – Chief Inspector Mark Thorley
	On Street Pay and Display Parking – Lee Barnard TMA Assurance Manager & David Greatbatch (Community Highways Liaison Manager)

Key Organisations to Invite/ Schedule Annually

Staffordshire Commissioner Annual Update
Local Policing Team Annual Update
Your Housing – 6 Monthly Update
Fire & Rescue Service Annual Update

Citizens Advice Bureau Annual Update

By virtue of paragraph(s) 3, 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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