

OVERVIEW AND SCRUTINY COMMITTEE AGENDA

Wednesday, 12th July 2017 at 07:15 PM

Council Chamber, Braintree District Council, Causeway House,
Bocking End, Braintree, CM7 9HB

THIS MEETING IS OPEN TO THE PUBLIC
(Please note this meeting will be audio recorded)
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Members of the Overview and Scrutiny Committee are requested to attend this meeting to transact the business set out in the Agenda.

Councillor P Barlow (Vice Chairman)
Councillor Mrs M Cunningham
Councillor Mrs D Garrod
Councillor J Goodman
Councillor A Hensman
Councillor P Horner

Councillor G Maclure
Councillor Mrs I Parker
Councillor R Ramage
Councillor B Rose
Councillor P Schwier
C Siddall (Chairman)

Members unable to attend the meeting are requested to forward their apologies for absence to the Governance and Members Team on 01376 552525 or email governance@braintree.gov.uk by 3pm on the day of the meeting.

A WRIGHT
Acting Chief Executive

INFORMATION FOR MEMBERS - DECLARATIONS OF INTERESTS

Declarations of Disclosable Pecuniary Interest, Other Pecuniary Interest or Non-Pecuniary Interest

Any member with a Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest must declare the nature of their interest in accordance with the Code of Conduct. Members must not participate in any discussion of the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting. In addition, the Member must withdraw from the chamber where the meeting considering the business is being held unless the Member has received a dispensation from the Monitoring Officer.

Question Time

The Agenda allows for a period of up to 30 minutes when members of the public can speak. Members of the public wishing to speak are requested to register by contacting the Governance and Members Team on 01376 552525 or email governance@braintree.gov.uk no later than 2 working days prior to the meeting. The Council reserves the right to decline any requests to register to speak if they are received after this time. Members of the public can remain to observe the public session of the meeting.

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Documents

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We welcome comments from members of the public to make our services as efficient and effective as possible. If you have any suggestions regarding the meeting you have attended, you can send these via governance@braintree.gov.uk

1 Apologies for Absence**2 Member Declarations**

1. To declare the existence and nature of any interests relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice (where necessary) before the meeting.
2. To declare the existence and nature of any instruction given by or on behalf of a political group to any Councillor who is a member of that group as to how that Councillor shall speak or vote on any matter before the Committee or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote on any particular matter

3 Public Question Time
(See paragraph above)**4 Minutes of the Previous Meeting**

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Committee held on 8th March 2017 (copy previously circulated).

5 Annual Report of the Braintree District Community Safety Partnership 2016-17 **5 - 22****6 Recommendations from the Task and Finish Group - Scrutiny Review into Obesity in the Braintree District** **23 - 29****7 Third Evidence Gathering Session for the Scrutiny Review into Employment Sites and Premises**

The third evidence gathering session for the Committee's Scrutiny Review will include the following business:-

- Presentation from Paul Bird Managing Director Joscelyne Chase (report to follow)
- Report on Employment land and policies in the Publication Draft Local Plan (report to follow)
- Verbal Discussion on Braintree District employment land site visits

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| 8 | Scrutiny Review into Employment Sites and Premises Work Plan for 2017-18 | 30 - 36 |
| 9 | Annual Work Programme for 2017-18 | 37 - 43 |
| 10 | Decision Planner
To consider the Decision Planner for the period 1st August 2017 to 30th November 2017 (previously circulated). | |
| 11 | Urgent Business - Public Session
To consider any matter which, in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency. | |
| 12 | Exclusion of the Public and Press
To agree the exclusion of the public and press for the consideration of any items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972. | |

At the time of compiling this agenda there were none.

PRIVATE SESSION

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| 13 | Urgent Business - Private Session
To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency. | |
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Annual Report of the Braintree District Community Safety Partnership 2016/17		Agenda No:5
Portfolio	Environment and Place	
Corporate Outcome:	A sustainable environment and a great place to live, work and play	
	Residents live well in healthy and resilient communities where residents feel supported	
Report presented by:	Tracey Parry, Community Services Manager	
Report prepared by:	Tracey Parry, Community Services Manager	
Background Papers:	Public Report	
Strategic Assessment 2016/17	Key Decision: No	
CSP Action Plan 2016/17 and 2017/18		
Executive Summary:		
<p>The Braintree District Community Safety Partnership (CSP) is made up of representatives from Braintree District Council, Essex Police, Essex Fire & Rescue Service, Essex Community Rehabilitation Company, Essex County Council (Primary & Secondary), Community 360, Greenfields Community Housing and Mid Essex CCG. The Community Safety Partnership work together to protect their local communities from crime and help people to feel safer.</p> <p>There is a statutory requirement for Community Safety Partnerships to carry out an annual strategic assessment, as per legislation in the Crime & Disorder Act Revised 2006. This assessment collates and analyses statistical and contextual data from a range of partners and is used to inform key findings and recommendations for priorities moving forward.</p> <p>The priorities for 2016/17 were:</p> <ul style="list-style-type: none"> • Reduce the risk and impact of hidden harm • Reduce re-offending • Effective Partnership Working to meet emerging local threats and issues <p>The key partnerships involved with the CSP are as follows:</p> <ol style="list-style-type: none"> 1. <u>Essex Police Strategic Tasking Meeting</u> Partners attend a fortnightly strategic tasking meeting where discussions are had around the Essex Police high priority themes (gangs, child sexual exploitation, modern slavery), emerging threats and trends and hot spot areas/monitored series. 2. <u>Community Safety Hub</u> A Community Safety Hub was established with Essex Police's Community Policing Team having a visible presence within the Community Services Team. 		

Hub Tasking meetings are held on a fortnightly basis following the Essex Police Strategic Tasking meeting. This is a two part meeting with representatives from BDC, Essex Police, Essex CRC, Children's Social Care, Family Solutions, Education, Housing Associations & support services, Neighbourhood Watch, Phoenix Futures, Safer Places and Essex Fire Service. These meetings provide an update relating to the delivery of the CSP action plan, the identification and development of new projects and guest speakers from services that may be of benefit to the hub. The second part of the meeting looks at the identification of individuals of concern who are causing issues within the community or hotspot areas within the district and how as partners we can share information and identify a multi-agency solution.

Funding Allocation

The Braintree District Community Safety Partnership received an annual Community Safety Grant from the Office of the Police and Crime Commissioner of £20,158.

Key Achievements

Reduce the risk and impact of hidden harm

- A referral system was set up with One Support for partners to refer identified individuals who have been associating with or targeted by gangs and want to escape/avoid that way of life. One Support has worked with individuals to provide housing related support as they were at risk of losing their tenancies and enabled them to access drug and alcohol treatment or support services.
- Organised and delivered a Gangs and Serious & Organised Crime seminar for strategic leads to increase awareness and understand the issues affecting the district. 50 professionals attended.
- Gangs briefings for 56 frontline practitioners delivered by Essex Police's Op Raptor Team. These are a team that focus on the identification of drug dealers and gangs aiming to disrupt and dismantle their line of business. The sessions provided an up to date picture of the issues relating to county lines, serious organised crime and the targeting & exploitation of residents within the Braintree District and across the county as a whole. They encouraged the reporting of intelligence from partners and the sharing of information.
- Training sessions for 50 managers and frontline staff from across a variety of organisations by Safer Places in relation to the new gateway service, the IDVA (Independent Domestic Violence Advisors), community outreach workers and refuge service.
- Domestic Abuse awareness campaign providing message on the reverse of till receipts and guarantees from Argos.
- Closure Notice served on a property within Braintree following repeat complaints from local residents in relation to anti-social behaviour and criminal activity. This was the first time this power from the ASB, Crime & Policing legislation had been used. The notice was effective and the occupier received support from partners in relation to other issues and has now gone on to leading a positive life providing support others.
- Improved access to by Braintree service users to their Probation Officers from the Essex Community Rehabilitation Company. The CRC provides supervision to service users on release from prison sentences of less than 12 months. These supervision meetings previously used to take place in Chelmsford, a local meeting place was identified which has improved attendance and taken away the barrier of transport and the cost of transport.

- Live Well, Stay Safe event for 50 elderly and vulnerable residents providing them with key community safety and crime prevention information.
- Commissioned Me & You education to provide counter terrorism training within 5 secondary schools across the District.
- The development and delivery of the Community Safety Hub including the attendance by a wide range of partners.

The priorities for 2017/18 will remain the same:

- Reduce the risk and impact of hidden harm
- Reduce re-offending
- Effective partnership working to meet emerging local threats and issues

The Office of the Police and Crime Commissioner has allocated the Community Safety Partnership £17,739.04 funding to deliver against the action plan. A decision was taken across the county to reduce each CSP's annual allocation by 12%. This amount alongside other funding has been directed into a centralised pot to deal with any future DHR's (Domestic Homicide Reviews) that may unfortunately arise.

Recommended Decision:

For Overview & Scrutiny to review the annual report (appendix 1) and make any recommendations to Cabinet, if necessary.

Purpose of Decision:

To highlight any issues for the Cabinet Member to consider.

Any Corporate implications in relation to the following should be explained in detail.

Financial:	Future work of the CSP will be delivered within existing resources. The CSP has an allocated budget of £17,739.04 for 2017/18. If further funding is required there will be a requirement to apply via external funding.
Legal:	The CSP is a statutory partnership and must therefore adhere to legislation. The CSP Hub has an information sharing agreement and standard operating procedures.
Safeguarding:	Ensure that all CSP partners have safeguarding policies and procedures in place.
Equalities/Diversity:	Taken into account in this report.
Customer Impact:	Enhance the information available to the public.
Environment and Climate Change:	N/A
Consultation/Community Engagement:	Information and data for the strategic assessment was received from Essex Police. The CSP has a twitter page which enhances communication channels with the wider community and monitors public opinion.
Risks:	Loss of funding to the CSP.
Officer Contact: Tracey Parry	
Designation: Community Services Manager	
Ext. No: 2334	
E-mail: trapa@braintree.gov.uk	

Braintree District Community Safety Partnership

Annual Report 2016-17

Braintree District Community Safety Partnership Annual Report 2016-17

Foreword

The Braintree District Community Safety Partnership Annual Report outlines how local agencies have worked together to make the Braintree District a safer place and reduce the fear of crime during 2016-17.

The Crime and Disorder Act 1998 placed a joint responsibility upon specific agencies and other partners within the community to develop and implement strategies to protect their communities from crime and help people feel safe.

Throughout the year partners have worked together to deliver successful projects and initiatives against the identified priorities to *Reduce the risk and impact of Hidden Harm*, *Reduce Re-offending*, and *Effective partnership working to meet emerging local threats and issues*. Many of these are aimed at raising awareness, education and prevention as we feel these add value to the work delivered by local agencies on a daily basis.

We are proud of the achievements the Partnership has made and look forward to another successful year.



Andy Wright

Chair of Braintree District
Community Safety Partnership

Tracey Parry

Community Services Manager
Braintree District Council

Responsible Authority Group

The Responsible Authority Group is the strategic group of the Braintree District Community Safety Partnership and consists of strategic and operational officers who are collectively responsible for addressing crime, disorder and community safety across the Braintree District.

These organisations include Braintree District Council, Essex Police, Essex County Fire & Rescue Service, Essex Community Rehabilitation Company, Mid Essex Clinical Commissioning Group (NHS), Greenfields Community Housing, Essex County Council (Education) and Braintree District Voluntary Services Association.

The group has overall strategic responsibility for making sure that the priorities identified from the annual Strategic Assessment are outlined within the Action Plan, and the projects within the Action Plan are delivered.

Strategic Assessment

Each year the Community Safety Partnership is required to produce a Strategic Assessment report about crime and disorder levels in its area. The results of the Strategic Assessment are used by the Partnership to identify themed priorities for the coming year. The Partnership produces an Action Plan which describes how it will deliver on the identified priorities.

The Strategic Priorities for 2016/17 were:

- Reduce the risk and impact of Hidden Harm
- Reduce Re-offending
- Effective partnership working to meet emerging local threats and issues

Funding

The Office of the Police and Crime Commissioner for Essex (OPCC) allocated £1,268,686 in the form of core grants from the 2016-17 Community Safety Fund to all Community Safety Partnerships. These grants represent core funding for Community Safety Partnerships, Youth Offending Teams and Drug and Alcohol Teams to deliver interventions and projects that meet local priorities and areas of focus within the OPCC's Police & Crime Plan.

The funding formula is based on population size, deprivation and crime levels.

Braintree District Community Safety Partnership received a funding allocation of £20,158 for 2016-17.

Action Plan 2016/17

Braintree District Community Safety Partnership produces an annual Action Plan which underpins the priorities and sets out the allocation of budget and how local agencies will work together to meet the actions within the plan.

Actions include specific projects and initiatives put forward by partner agencies, which are then collectively agreed at a meeting of the Responsible Authority Group.

Key Achievements

Reduce the risk and impact of Hidden Harm

The term Hidden Harm describes the experiences of people affected by all forms of abuse, substance misuse, modern day slavery, hate crime and some instances of ASB.

People will often suffer in silence; their circumstances are often not known to services. They often do not know where to turn for help and the impact of their experience can have a deep and long-lasting impact on their lives. These impacts can include physical harm, impaired patterns of parental care, higher risk of emotional and physical neglect or abuse, poverty and material deprivation, inappropriate substitute caring roles, and exposure to drug and alcohol using culture.

The CSP is committed to supporting not only an increase in understanding and awareness of the hidden harms our communities face, but encouraging those who are suffering to have the confidence to come forward and seek help from the Partnership and our local services.

Current risks within Braintree District do not come from traditional crimes but from Hidden Harms as described above. By working together we will ensure a better support structure and positive environment is in place for our communities.

Support for vulnerable persons exploited by gangs

The Community Safety Partnership has identified and supported vulnerable individuals who are, or are at risk of, being targeted by gangs.

One Support, a member of the Braintree District Community Safety Hub, has provided comprehensive support to four people who had been referred to them from partner organisations, including Essex Police. The individuals had come to the attention of the police because they had been associating with known gang members and want to escape that way of life. One Support has worked with them to provide housing-related support as most of them were at risk of losing their tenancies due to other people accessing their properties. By working together with their landlord and Braintree District Council, one vulnerable lady was successfully moved out of the area to a new property where she is now closer to family support and away from her previous associates.

Early intervention for young people affected by gang activity

Towards the end of the year the Community Safety Partnership commissioned Reach Every Generation to work on a one-to-one basis with a young person at risk of becoming involved in a gang or criminal activity. The mentoring sessions aim to instil a sense of purpose and belief in the young person and their life in general, reminding them that they are valuable and that previous bad choices don't have to define them and their future.

Gangs and Serious & Organised Crime seminar

The Community Safety Partnership organised a seminar for strategic leads from key organisations working within the Braintree District to help increase awareness and understanding of the issues affecting the area. The event took place on 10th October 2016, with 50 professionals attending. Speakers included T/Chief Superintendent Ewen Wilson of Essex Police; Junior Smart of St Giles Trust; DI Jim White of Essex Police's Operation Raptor team; and Gavin McKenna of Reach Every Generation. Feedback from the event was very positive - 87% of attendees who completed the evaluation said they found it 'very useful'.

Gangs briefings for frontline practitioners

The Community Safety Partnership invited officers from Essex Police's Operation Raptor – the team set up to disrupt and dismantle gangs who travel to Essex to deal drugs and cause violence – to deliver two briefing sessions for frontline practitioners working within the District. The sessions took place in March 2017 and provided an up-to-date picture of the issues relating to gangs, serious and organised crime, county lines and cuckooing; how frontline practitioners can assist Essex Police in dealing with these issues; and the importance and relevance of reporting intelligence and sharing information.

56 professionals from organisations including the Youth Offending Service, Essex Social Care, housing associations, Braintree District Council housing and operations staff, One Support, Essex County Fire & Rescue, offender management and Department for Work and Pensions, among others, attended the events. 100% of those who completed the post-event evaluation said the event was either 'excellent' or 'good'; and all found the event 'relevant and useful'.

Raising awareness of Domestic Abuse

The Community Safety Partnership, together with the charity Safer Places, delivered two two-hour training sessions for 50 managers and frontline staff representing a wide range of organisations including housing associations, the District and County councils, offender management, social care services and the voluntary sector. The sessions provided an overview of the charity's work and information on how to access the gateway service, Independent Domestic Violence Advisors, community outreach workers and the refuge service. Feedback from these sessions was very positive.

Domestic Abuse awareness retail campaign

A retail awareness campaign was delivered throughout November and December 2016

targeting victims, and family members and friends of victims, and encouraging them to report domestic abuse. The campaign featured artwork printed on the reverse of receipts at Argos store in Braintree town centre which included the contact number for the charity Safer Places with the words 'All domestic abuse victims have the right to live without fear or violence. If you or someone you know is in an abusive relationship call our 24-hour line for support and advice'. It is estimated the campaign reached more than 35,000 people during the two-month period.

Effective partnership working to meet emerging local threats and issues

Community Safety Hub

Multi-agency working is essential in the prevention of crime and disorder. The Braintree District Community Safety Hub continues to maximise the benefits of collaborative working with partners, develop better information sharing and closer working practices and tackle key issues identified in the CSP Action Plan, the Police and Crime Commissioner's (PCC) Police and Crime Plan, and from emerging crime trends and patterns.

Membership of the Hub is varied and includes representation from partner organisations of the CSP, other statutory services and the voluntary sector.

The Hub is coordinated by Braintree District Council who has the necessary community knowledge and oversight to set the agenda and coordinate the work of the hub to deliver against the Strategic Priorities.

Closure Order served on nuisance property

A closure order was served on a property following repeated complaints from neighbouring residents of anti-social behaviour and criminal activity. The tenant was allowing a number of people to live at and use the property resulting in loud music being played, shouting and swearing, knocking on neighbours' doors and other nuisance behaviour to the detriment of those living nearby. Essex Police alone received 35 calls in two months.

A multi-agency response from Greenfields Community Housing, Essex Police and Braintree District Council led to a 3-month closure notice being issued to prevent anyone other than the tenant being at the address. The tenant received appropriate support to assist with their drug, alcohol, financial and mental health issues.

Since the Order was implemented there have been no further reports of anti-social behaviour at the address and the tenant is recovering well from their alcohol and drug addictions.

Campaign targeting thefts from vans

The Community Safety Partnership funded a campaign targeting a rise of thefts of tools from vans across the District. 500 flyers were printed containing advice for owners of vans on how to prevent their vehicles being targeted. The leaflets were delivered by Essex Police's Active Citizens to the owners of vans in potential 'hotspot' areas.

Other Achievements

Live Well Stay Safe event

Braintree District Council's Community Services team organised a free event for 50 older and vulnerable residents in the District to provide them with key information about the services and support available to them. The event was held at Braintree Museum on 29th March 2017 between 10am and 2:30pm. 13 representatives from key local organisations were on hand to showcase their services and take part in a 'speed dating' style session, including Essex County Fire & Rescue, NHS, Age UK, Essex Police, Community Agents, Greenfields Community Housing, Trading Standards, Healthwatch Essex, Connect Well, and Braintree District Council's Community Transport.

'Prevent' counter-terrorism training for secondary school students

Me and You Education was commissioned by Braintree District Council to deliver 'Prevent' training to more than 400 staff and pupils in years 7 – 13 at 5 secondary schools across the District. The 50 minute presentations covered identity, race, belonging, extremism and terrorism. The sessions aimed to raise awareness of extremist dialogue; equip students with the know-how on how to raise a concern; explore the main extremist groups and individuals operating in the UK; and provide counter arguments to extremist narratives.

Braintree District Council received funding from the Home Office to deliver these sessions.

Child Sexual Exploitation - National Awareness Day

Braintree District Council supported National Child Sexual Exploitation Awareness Day on 18th March 2017 by creating and placing a large display board in the reception area of the Council building. The board included information explaining what CSE is, how to 'spot the signs' of abuse, and where to seek further advice and support. The Chief Executive, together with councillors and members of staff came together to support the campaign on social media.

Safer Places Domestic Abuse annual conference

Braintree District Council's Safeguarding & Children and Young Persons Officer attended the Safer Places annual conference in Harlow on 28th November 2016. Each year the conference focuses on a specific theme, and this year it was 'children living with domestic abuse'. The keynote speaker at the event was Professor McCrory from University College London who shared his ground-breaking research on the devastation that exposing children to violence can leave in its wake, including the traumatic effects these experiences have on brain development, and an insight into effective strategies to protect children from the consequences of their experiences.

Scam Awareness Month

The Community Safety Partnership supported National Scam Awareness Month in July 2016 by placing a 'scamnesty bin' in the reception area of Braintree District Council's offices. The two-week initiative encouraged residents to 'bin' any scams they had received through the

post or electronically. Citizens Advice, Trading Standards and Essex Police held national Scam Awareness Month to give advice to help stop people falling prey to scams. The bin was collected by Trading Standards at the end of the month with the aim of using it to co-ordinate further work both nationally and internationally, and to investigate any scams which were found to be based in Essex.

Improved access for offender management

The Community Safety Partnership, through the Community Safety Hub, has provided a new facility for offender managers to meet with clients residing in Braintree District, improving access and reducing travelling time for all involved. Practitioners from Essex Community Rehabilitation Company now meet clients on a regular basis at Braintree District Council's offices in Braintree town centre.

Relationship mapping of young people at risk of exploitation

The Community Safety Partnership, through the Community Safety Hub, has facilitated a multi-agency meeting between Essex Social Care, Youth Offending Team, Essex Police and Braintree District Council to identify vulnerable young people linked to gang association and activity, and their relationships to each other. This process has formulated a list of approximately 30 young people. The relationship mapping will be monitored and updated on a monthly basis as an extension to the Community Safety Hub meetings.

Reducing Re-offending Strategy

A Community Safety Partnership representative contributed to the development of the Essex Reducing Re-offending Strategy by attending a workshop in June 2016, organised by the Office of the Police and Crime Commissioner for Essex, and the Essex Reducing Re-offending Board.

Reoffending has a significant impact on the public – both on victims of crime directly and on public confidence and feelings of safety. It also has an impact on public sector services, drawing heavily on resources. There is no single agency response to the issue and, as a result, agencies must work together to develop shared solutions.

Violence and Vulnerability Strategic Framework

The Office of the Police and Crime Commissioner is currently working with the Institute of Community Safety to develop a Violence and Vulnerability Strategic Framework around five key strands: Governance, Operation Raptor (Essex Police's team set up to disrupt and dismantle gangs who travel to Essex to deal drugs and cause violence), Prevention, Enforcement and Cross-border Enforcement, and Data Intelligence.

The Institute for Community Safety's regional director has met with individuals from a variety of organisations across the county, including a representative of Braintree District Community Safety Partnership, and the chair of Safer Essex, to seek their views and organise a schedule of workshops relating to the above strands.

Moving Forward

The Office of the Police and Crime Commissioner for Essex (OPCC) has allocated £321,827 in the form of core grants from the 2017-18 Community Safety Fund to all Community Safety Partnerships. This year the OPCC will use a proportion (4%) of this funding to establish a new central fund for Domestic Homicide Reviews (DHRs). This fund would provide: co-ordination of the DHR process; administration of DHR panels; funding for independent chairs; lesson learning seminars; and monitoring and reporting on DHR recommendations implementation.

Braintree District Community Safety Partnership has received a funding allocation of £17,739 for 2017-18.

In 2017-18 the Strategic Priorities of Braintree District Community Safety Partnership will be:

- Reduce the risk and impact of Hidden Harm;
- Reduce Re-offending;
- Effective partnership working to meet emerging local threats and issues.

The Partnership will address these through the identification of agencies and resources that are best placed to respond and deliver improvements.

Planned activities for 2017-18

Gangs awareness for parents and carers

Following the success of the Gangs Awareness Seminar, organised by the Community Safety Partnership in 2016, the CSP has commissioned the charity St Giles Trust to deliver its SOS+ project to all 8 secondary schools within the District. This is a prevention project aimed at young people at risk of involvement with gangs and the criminal justice system, borne out of the need of Youth Offending Services, parents, schools and youth groups requesting an earlier level of intervention. A meeting was held with education representatives who agreed this would be of benefit across the District to both young people and their parents and carers.

The 50 minute session is aimed at creating a cultural shift amongst young people by both dispelling the myths that glamorise gang life and crime, and exposing the serious exploitative and grooming tactics that take place in order to get young people to join gangs and commit crime. The aim is that all young people leave the session understanding the exploitative recruitment processes used by gangs and the catastrophic dangers involved with joining gangs and the serious consequences of supplying drugs and committing crime. Most importantly they will walk away with real tools to avoid recruitment and exploitation. SOS+ utilise ex-gang members' testimonials and expose the realities of how girls are treated in gangs.

***'You didn't know'* Information and awareness sessions for parents and carers**

The Community Safety Partnership coordinated a meeting with Personal Social Health and Economic (PSHE) education leads from the District's secondary schools to discuss current issues within schools and how the Partnership could assist them. The meeting highlighted a professional desire for awareness sessions to be delivered to parents and carers.

The CSP is planning to fund a series of awareness raising sessions for parents and carers of secondary school students to be delivered by experts with knowledge in four key areas - Social Media & the Internet, Child Sexual Exploitation, Drugs and Alcohol, and Gangs & Knife Crime.

Hidden Harm awareness for the hospitality and leisure industry

Braintree District Council and Essex Police are working together to improve engagement with local restaurants, hotels and leisure venues after a potential hotspot area for Hidden Harm was identified.

The project aims to help raise awareness and understanding of Hidden Harm, improve communication, and promote the reporting of any concerns to the relevant authorities.

Diversion intervention for young people at risk of gang activity

The Community Safety Partnership has expressed an interest in commissioning targeted one-to-one support for identified young people involved in, or at risk of, gang activity, to help divert them towards more positive activities.

Finding out more

If you would like further information about us and our services, please telephone or write to us at our address below.

Braintree District Community Safety Partnership

Braintree District Council

Causeway House

Bocking End

Braintree

Essex CM7 9HB

Tel: **01376 552525**

Email: communityservices@braintree.gov.uk

 [@SaferBraintreeD](https://twitter.com/SaferBraintreeD)

Braintree District Community Safety Partnership

Action Plan 2016-17



	Project / Initiative	Description	Lead	Partner Input	Funding	Outcomes
1.	PRIORITY: Reduce the risk and impact of Hidden Harm, and Reduce Re-Offending					
1.1	Explore options for a Vulnerable Persons Referral worker	To case manage vulnerable people who have been exploited or cuckooed to mitigate risk & impact.	Essex Police	DWP Open Road SERICC BDC One Support	£40K (Salary & on-costs) or commission on existing service to take referrals. Explore alternative funding streams £5,000 CSP contribution	Reduce the level of vulnerability for individuals that have been exploited or cuckooed.
1.2	Gangs and Serious & Organised Crime	Deliver a seminar for strategic leads to gain an understanding of the emerging issue within the District. Formation of a local action plan.	CSP Officer / BDC CSP	Essex Police ALL	£5,000 CSP contribution	Increase awareness of issues affecting the district. Agreed partnership approach for dealing with gangs.

	Project / Initiative	Description	Lead	Partner Input	Funding	Outcomes
	Gangs and Serious & Organised Crime	Essex Police to identify young people involved in the supply and use of illegal substances, via Operation Pineapple. Provision of targeted interventions for those young people identified.	Essex Police	Youth Offending Greenfields CH Fusion (?) BDVSA Other youth service providers		
1.3	Safer Living for Older People	Identify current outreach services provided by partners. Agree a co-ordinated approach to identifying & targeting the most vulnerable with key messages linked to safety, fire safety, health, etc.	CSP Officer / BDC	Health Essex Fire & Rescue Service Essex Police CVS Housing Associations	£5,000 CSP contribution Bid to ECFRS Health & Well Being Board	Improved partnership working. Reduce the fear of crime. Increase awareness of community safety issues. Reduce the duplication of resources.
1.4	Raise awareness of Domestic Abuse	Hold a partners workshop to provide information on the gateway to services including IDVA, Community Outreach and Refuge via Safer Places	CSO/Safer Places		£500 CSP contribution	Increase the number of referrals to Safer Places Outreach Service.

	Project / Initiative	Description	Lead	Partner Input	Funding	Outcomes
	Raise awareness of Domestic Abuse	Retail awareness campaign using Argos receipts			£1,000 CSP	
2.	PRIORITY: Effective Partnership Working to meet emerging local threats and issues					
2.1	Braintree Community Safety Hub	Develop a community safety hub for the District.	Essex Police	CSP	OPCC	Improved partnership working.
2.2	Media Campaigns	Proactive media campaigns targeting emerging areas of concern e.g. vehicle theft.	Essex Police / CSO	CSP	£2,000 CSP contribution	Raise awareness and challenge perceptions Reduce the fear of crime Increase public reassurance
2.3	Develop the use of community volunteers	Work with Neighbourhood Watch and Community Agents to deliver community safety messages.	Essex Police / CSO		£1,000 CSP contribution Equipment including: coats, ID cards etc.	Reduce the fear of crime. Improved and timely reassurance messages to the community.
2.4	Taxi Driver Training	Deliver safeguarding vulnerable passengers training for taxi drivers.	BDC Licensing		£500 CSP contribution	Increase the awareness & confidence of drivers across the District in recognising safeguarding issues and reporting them. Number of taxi drivers attending training.

Recommendations from the Task and Finish Group - Scrutiny Review into Obesity in the Braintree District	Agenda No: 6
Portfolio Corporate Outcome: Report presented by: Report prepared by:	Overall Corporate Strategy and Direction Health and Communities Residents live well in healthy and resilient communities where residents feel supported. Cllr Mrs S Wilson Chair of the Task and Finish Group. Lee Crabb Head of Environmental Services
Background Papers: Reports and Minutes of the Task and Finish Group - Scrutiny Review into Obesity in the Braintree District of: 26 th October 2016 8 th December 2016 7 th February 2017 1 st March 2017	Public Report Key Decision: No
Executive Summary: Further to the Overview and Scrutiny Committee’s review in to Health in the Braintree District. A Task and Finish Group were set up on behalf of the committee to undertake a specific scrutiny review into obesity in the Braintree District. A set of recommendations have been formulated, following the consideration of the evidence gathered by the Task and Finish Group from various specialist invited speakers to give their perspective on the local obesity issue. Members are asked to consider the Task and Finish Groups report and the recommendations to Council contained therein.	
Recommended Decision: Overview and Scrutiny committee approves the report and recommendations put forward by the Task and Finish Group and the recommendations are then reported to full Council for referral to Cabinet.	
Purpose of Decision: To enable the Committees’ report to be referred to Council and Cabinet in accordance with the Procedure Rules for Scrutiny.	

Any Corporate implications in relation to the following should be explained in detail.	
Financial:	The Council as part of the £28 million District Investment Strategy has made a pledge to improve health facilities in the district. In addition significant sums are being created through grant applications and public health funding etc. to improve our residents health through direct interventions and increasing the level of health awareness.
Legal:	No significant impact
Safeguarding:	No significant impact
Equalities/Diversity:	All the recommendations will act to reduce health inequalities where they exist in the district.
Customer Impact:	The actions taken by key partners in response to the recommendations will only serve to improve the Health & Wellbeing of the residents in the Braintree District.
Environment and Climate Change:	No significant impact
Consultation/Community Engagement:	The recommendations contained in this report have been prepared in full consultation with the contributing presenters.
Risks:	No significant risks have been identified
Officer Contact:	
	Lee Crabb
Designation:	
	Head of Environment & Leisure
Ext. No:	
	2227
E-mail:	
	lee.crabb@braintree.gov.uk

1. BACKGROUND

“The UK's growing obesity crisis means that by 2030:

74% of men in UK will be overweight

64% of women in UK will be overweight

36% of men and 33% of women are predicted to be obese.

One in Five children who start infant school are overweight or obese by the time they start senior school the figure jumps to 1 in 3.”

Source: Public Health England

In light of the following statistics the Overview & Scrutiny Committee decided to set up a Task and Finish group to look at the obesity issue in the Braintree district.

2. TERMS OF REFERENCE

At its meeting on 8th December the Task and Finish Group Members agreed the following terms of reference following the background session provided by ECC Public health;

1. To identify and assess obesity and related issues in the District.
2. Understand the social, economic, health and educational impact of obesity on our residents.
3. Review our own and partners current interventions to tackle obesity.
4. Identify any gaps in the current interventions.

It was also agreed that the group would concentrate its review on the effect obesity has on younger people.

3. ACKNOWLEDGMENTS

The Task and Finish Group would like to record its thanks to all those persons who took part in the scrutiny review and in particular, expresses its appreciation and thanks to the under mentioned individuals who contributed their time and expertise during the information gathering:-

Adrian Coggins -	Head of Public Health and Wellbeing Commissioning, Essex County Council
Dr Laura Taylor Green –	Public Health Consultant, Essex County Council
John Krischock –	Health & Wellbeing Programme Manager, Braintree District Council.
Marie Hyslop -	Slimming World
Jason Walmsley -	County School Meals Advisor, Education and Lifelong Learning, Essex County Council

Carol Partington - Commissioning Delivery Manager, Healthy Schools, Essex County Council

Brian Shaw - Strategic Lead Education and Skill, Physical Activity in Schools

Clare Popperwell – Fusion’s Sports and Community Development Manager

4. EVIDENCE GATHERING

The Task and Finish Group held four evidence gathering sessions during its meetings of the 26th October 2016, 8th December 2016, 7th February 2017 and 1st March 2017.

A range of stakeholders were identified and invited to attend the Group’s evidence gathering sessions; those participating were:

Session 1 – Overview of Obesity

Adrian Coggins - Head of Public Health and Wellbeing Commissioning, Essex County Council

This meeting was the first evidence gathering session of the work programme and Mr Coggins provided an overview of obesity in the County and then more detailed facts that related to the Braintree District. This provided members with an insight as to where to steer their review.

Session 2 – Livewell Child Project / Commercial view point of Obesity

Dr Laura Taylor Green - Public Health Consultant, Essex County Council
John Krischock – Health & Wellbeing Programme Manager.

Members received a presentation on the Livewell Child the childhood obesity project they were about to undertake in selected schools in the District.

Marie Hyslop - Slimming World

Marie Hyslop a Slimming World Representative, who had kindly agreed to present information and to answer Members’ questions on how a commercial company tackle the raising obesity issue in young people.

Session 3 – How schools try to control Obesity

Jason Walmsley - County School Meals Advisor, Education and Lifelong Learning, Essex County Council

Provided members with information on how the County school meals service operates and how it aims to tackle childhood obesity.

Carol Partington - Commissioning Delivery Manager, Healthy Schools, Essex County Council

Provided an insight in to the County Council's Healthy schools initiative and how it helped schools improve the health of their pupils.

Brian Shaw - Strategic Lead Education and Skill, Physical Activity in Schools.

Provided members with information about the Active Essex role in education and specific details about the daily mile initiative being introduced in local primary schools throughout Essex.

Session 4 – Fusion Lifestyles approach to Obesity and an Overview in to ECC review in to obesity.

Clare Popperwell – Fusion's Sports and Community Development Manager

Adrian Coggins - Head of Public Health and Wellbeing Commissioning, Essex County Council

5. RECOMMENDATIONS

Further to the scrutiny review, the Task and Finish Group looking in to obesity issues in the Braintree District make the following recommendations to Council. The recommendations have been formulated further to the consideration of the evidence gathered by the Group:

Ref	Recommendations
1.	The Council must focus its emerging physical activity strategy (Bewell Strategy) on encouraging those 23.8% of inactive residents (4 th worst in Essex) to be more active. Focussing on non-competitive, more informal activities, taking place in familiar community locations around the district.
2.	The Council needs to continue to use more innovative means of educating residents of the benefits of a healthy lifestyle and making residents aware of the facilities and events that are available and how to access them.
3.	Local ward Members should be encouraged at every opportunity to promote the Livewell child project to engender more local support to tackle childhood obesity and also where necessary promote the take up of the daily mile in primary schools in their ward.
4.	Encourage ECC to further invest in the "Tuck In project" as it is important to concentrate our resources on our take away establishments to reduce portion sizes, fat and salt content.
5.	Lobby Essex County Council to make it a standard obligation for all schools to accurately report actual take up figures in respect of free school meals, rather than estimating the figure. This will avoid the current practice of wasteful overpayments being made.
6.	Lobby Essex County Council to introduce a "healthy packed lunch policy" for all schools, to regulate a healthy daily diet amongst the majority of school children who have a home produced packed lunch.

7.	Ensure that the key features of the Council developing bewell strategy include making sure children and young people are provided every opportunity to enjoy the benefits of sport and physical activity, and that there is better access to rural activities and facilities for residents living in our rural communities.
8.	Explore the possibility with Fusion Lifestyle of: <ul style="list-style-type: none"> (1) Offering free access to our leisure facilities for people on a limited income. (2) Consider subsidising the cost to a parent who accompanies a child taking part in a free swimming session. (3) Offering more choice for residents who are referred in to the exercise referral programme. (4) To consider offering more fun sessions for children in our leisure centres.
9.	Ask officers to work with local health organisations (CCG) to better signpost access to health services in the District and County.
10.	When developing the Council's Open Spaces Action Plan more emphasis should be given to developing facilities for older children such as multi use games areas.
11.	To encourage more residents to take up walking the Council should do more to promote the Essex County Council's P3 footpath adoptions scheme amongst our parish councils.
12.	Officers should concentrate some of their efforts to encourage members to adopt a healthier lifestyle.
13.	After seeing the benefits of BDC staff being more active, efforts should be made to encourage more local businesses to sign up to the "Work Place Challenge".
14.	Promote the staff Livewell Fitness scheme to encourage BDC Staff to take up the discounted membership offer and adopt more active lifestyles.

6. OTHER MATTERS RAISED DURING THE EVIDENCE GATHERING

As part of the Scrutiny Review, an invitation was extended to those who participated to make suggestions for potential recommendations. The following are the direct responses received when asked "what would you like to see as a recommendation from the Council which will help your organisation?"

Many thanks for involving us with the Task and Finish Group. From an ECC perspective, ongoing collaborative working around integrating PH into planning policy with BDC would be beneficial.

I know that we have begun this work and am pleased with the progress we are making together. It would be fantastic if we could continue to build on these foundations.

Dr Laura Taylor Green - Public Health Consultant, Essex County Council

7. RECORDS OF EVIDENCE GATHERING SESSIONS

The evidence gathering sessions were held on:

26th October 2016

8th December 2016

7th February 2017

1st March 2017

8. REFERENCE MATERIALS

All reference material appertaining to this review is available on the member's portal.

Scrutiny Review into Employment Sites and Premises Work Plan for 2017/18		Agenda No: 8
Portfolio	Economic Development	
Corporate Outcome:	A sustainable environment and a great place to live, work and play A well connected and growing district with high quality homes and infrastructure A prosperous district that attracts business growth and provides high quality employment opportunities A high performing organisation that delivers excellent and value for money services Delivering better outcomes for residents and businesses and reducing costs to taxpayers	
Report presented by:	Emma Wisbey, Governance and Member Manager	
Report prepared by:	Chloe Glock, Governance Business Officer	
Background Papers:	Public Report	
	Key Decision: No	
Executive Summary:		
<p>The aim of this report is to set out the anticipated work plan for the Overview and Scrutiny Committee Scrutiny Review into Employment Sites and Premises for 2017/18. The work plan outlines the keys dates and stages for the Committee’s scrutiny activities.</p> <p>Members are reminded that this Scrutiny Review commenced in December 2017 and will continue until the end of the Civic Year 2018.</p>		
Recommended Decision:		
To note the anticipated work plan for 2017/18.		
Purpose of Decision:		
To ensure that the Scrutiny Review is delivered within the agreed timescale.		

Any Corporate implications in relation to the following should be explained in detail.

Financial:	None arising out of this report
Legal:	None arising out of this report
Safeguarding:	None arising out of this report
Equalities/Diversity:	None arising out of this report
Customer Impact:	None arising out of this report
Environment and Climate Change:	None arising out of this report
Consultation/Community Engagement:	None arising out of this report
Risks:	None arising out of this report
Officer Contact: Emma Wisbey	
Designation: Governance and Member Manager	
Ext. No: 2610	
E-mail: emma.wisbey@braintree.gov.uk	

Overview and Scrutiny Committee Scrutiny Review into Employment Sites and Premises Work plan for 2017/18

The timetable below sets out the anticipated business for each of the meetings of the Overview and Scrutiny Committee in order to complete the Scrutiny Review into Employment Sites. The time table is for the period 12th July 2017 to 7th March 2018 (the final meeting of the Overview and Scrutiny Committee for this civic year). The final report will be presented at Full Council on 26th March 2018 and for Cabinet to receive and respond to the recommendations on 14th May 2018.

To assist Members the terms of reference for this Scrutiny Review are contained in Appendix 1.

Appendix 2 contains a list of all the meetings at which evidence gathering sessions have been held. This list contains hyperlinks to the reports and minutes of the meetings.

Members are invited to review the timetable and to make additional suggestions for evidence gathering sessions in order to complete the Scrutiny Review with a view to make recommendations for the final report.

Members will note from the timetable that there are opportunities to attend site visits. It is proposed that these are conducted via a minibus tour organised by officers. The purpose of this tour is to give Members a greater understanding of the different types of employment sites that are already established in the District. It is expected that the tour will last around 6 hours and lunch will be provided. In line with the capacity of the minibus it is suggested that there should be no more than 8 Members per tour. Members who would like to take part should express their interest by way of email to the Governance and Members Team at governance@braintree.gov.uk

At the time of preparing this report the dates of the tour are yet to be confirmed.

Members are advised that it may be necessary to alter the work plan due to officer and invitee availability.

Date	Business Items
12 th July 2017	<p>First meeting of the Civic Year.</p> <p>3rd Evidence Gathering Session for the Committee's Scrutiny Topic into Employment Sites and Premises.</p> <ul style="list-style-type: none"> – Presentation from Emma Goodings on the Local Plan regarding employment sites and premises – Paul Bird from Joscelyne Chase to attend – Members expressions of interest for site visits <p>Note: Other items of business for this meeting include:</p> <ol style="list-style-type: none"> 1. Annual Report of the Braintree District

	<p>Community Safety Partnership for 2016/17.</p> <ol style="list-style-type: none"> 2. Task and Finish Group's Report into Obesity 3. Determination of the topics for scrutiny review by Task and Finish Groups for 2017/18
<p>July – September</p> <p>Dates to be confirmed</p>	<p>Members to carry out site visits and tours of the District</p>
<p>20th September 2017</p>	<p>4th Evidence Gathering Session for the Committee's Scrutiny Topic into Employment Sites and Premises.</p> <ul style="list-style-type: none"> – SQW Sector Analysis Report – Witham Industrial Watch – Members to report back on site visits <p>Note: Other items of business for this meeting include:</p> <ol style="list-style-type: none"> 1. Task and Finish Group Update
<p>September – November</p> <p>Dates to be confirmed</p>	<p>Members to carry out company visits and tours of the District</p>
<p>22nd November 2017</p>	<p>5th Evidence Gathering Session for the Committee's Scrutiny Topic into Employment Sites and Premises.</p> <ul style="list-style-type: none"> – Members to provide feedback on company visits <p>Note: Other items of business for this meeting include:</p> <ol style="list-style-type: none"> 1. Scrutiny of the Priorities for 2018/19 and Initial Budget Position 2. Update on Task and Finish Groups
<p>6th December 2017</p>	<p>6th Evidence Gathering Session for the Committee's Scrutiny Topic into Employment Sites and Premises.</p> <ul style="list-style-type: none"> – Officer presentations on case studies regarding types of employment sites <p>Note: Other items of business for this meeting include:</p> <p style="text-align: center;">Task and Finish Group Update</p>
<p>31st January 2018</p>	<p>7th Evidence Gathering Session for the Committee's Scrutiny Topic into Employment Sites and Premises.</p> <ul style="list-style-type: none"> – Review of areas covered and to identify additional information that may be required to finalise the report – Potential draft recommendations <p>Note: Other items of business for this meeting include:</p> <ol style="list-style-type: none"> 1. Scrutiny of the Priorities for 2018/19 and Initial

	Budget Position Update on Task and Finish Groups
7 th March 2018	Scrutiny Review Report into Employment Sites and Premises – To finalise report and recommend to Council and Cabinet. Note: Other items of business for this meeting include: Task and Finish Group Update

1. Terms of Reference – Review into Employment Sites and Premises

1. Does current provision meet the growth needs of current businesses and potential inward investors?
 - a) To consider and understand the employment premises needs of the District with respects to towns, villages and rural areas
 - b) To identify how business grow and move to new or larger premises
 - c) To identify how we attract inward investment of new business into the District
2. What will be the future need for employment sites and premises to meet Local Plan growth aspirations (Employment Land Needs Assessment and economic growth priorities)
 - a) How will the employment need change in relation to the new Local Plan and pending growth in the District?
 - b) How should we develop our offer to attract specific sectors and clusters?
3. How can we meet future needs?
 - a) What is the mismatch between current provision and future need?
 - b) What are the barriers to delivery?
 - I. To understand what are the barriers to the delivery of allocated employment areas and how we can unlock them
 - II. To consider and determine what are the necessary requirements to delivering a successful business site
4. What is the Council's role in overcoming barriers to delivery:
 - a) Identify the role/opportunities available to the Council in investing or facilitating growth

Dates of the meetings of the Overview and Scrutiny Committee in respect of the Scrutiny Review into Employment Sites and Premises.

[Wednesday 7th December 2016](#)

[Wednesday 1st February 2017](#)

[Wednesday 8th March 2017](#)

OVERVIEW AND SCRUTINY COMMITTEE
12th July 2017



Annual Work Programme for 2017/18		Agenda No: 9
Portfolio:	Overall Corporate Strategy and Direction	
Corporate Outcome:	A high-performing organisation that delivers excellent and value-for-money services	
	Delivering better outcomes for residents and businesses and reducing costs to taxpayers	
Report presented by:	Emma Wisbey, Governance and Member Manager	
Report prepared by:	Chloe Glock, Governance and Business Officer	
Background Papers:	Public Report	
Member topic submissions	Key Decision: No	
Executive Summary:		
<p>During the period of 17th March to 18th April 2017, Members were invited to submit topics for the Annual Scrutiny Work Programme for 2017/18. Four topics were received and those are outlined in this report.</p> <p>The Overview and Scrutiny Committee is responsible for setting its own work programme and, in doing so, it shall take into account wishes of the Members of the Committee and have regard to the Scrutiny Steering Board's recommendations.</p> <p>The Overview and Scrutiny Committee is currently engaged in an 18 month scrutiny review into Employment Sites and Premises, which it is due to complete in March 2018. For this civic year (2017/18) the work programme is limited to Task and Finish Groups.</p> <p>The Scrutiny Steering Board (comprising of the Chairman of the Overview and Scrutiny Committee and Group Leaders) and the Council's Management Board have considered the submissions and, in doing so, have recommended the following topics for the Committee's work programme:</p> <p>Scrutiny Review by a Task and Finish Group</p> <ol style="list-style-type: none"> 1) Physical activity in the District 2) Role of the Highway Authority in the Braintree District 		

Recommended Decision

It is recommended:

- 1) That the topics for Scrutiny Review by Task and Finish Group are:
 - a) Physical activity in the District – July to March 2018.
 - b) Role of the Highway Authority in the Braintree District – July to March 2018.
- 2) That the topic submission of Planning Committee's adherence to the concept of localism be recommended for inclusion in the Member Development Programme.
- 3) That the Governance and Members Manager to commence the call for expressions of interest for Members to form the Task and Finish Group.
- 4) The determination of the Membership of the Task and Finish Groups is delegated to the Chairman of the Overview & Scrutiny Committee in consultation with the Scrutiny Steering Board.

Purpose of Decision:

To comply with the Council Procedural Rules for Scrutiny Reviews and to set down the annual work programme.

Any Corporate implications in relation to the following should be explained in detail	
Financial:	None arising out of this report.
Legal:	None arising out of this report.
Safeguarding	None arising out of this report.
Equalities/Diversity	None arising out of this report.
Customer Impact:	None arising out of this report.
Environment and Climate Change:	None arising out of this report.
Consultation/Community Engagement:	None arising out of this report.
Risks:	If the topics are not agreed there will be a delay in commencing the work of the Overview and Scrutiny Committee and its Task and Finish Group.
Officer Contact: Emma Wisbey	
Designation:	Governance and Member Manager
Ext. No.	2610
E-mail:	emma.wisbey@braintree.gov.uk

Annual Scrutiny Work Programme for 2017/18

During the period of 17th March to 18th April 2017, Members were invited to submit topics for the Annual Scrutiny Work Programme for 2017/18.

Four topics were submitted. These are outlined below.

Councillor	Topic	Comments from Scrutiny Steering Board
Schwier	Look at potential amalgamation of District Councils with all the economic and strategic benefits to create an outstanding 'super' District Council in Essex.	<p>Interesting topic, but more appropriate as a main topic for the Overview and Scrutiny Committee rather than a Task and Finish Group.</p> <p>Review on this topic may be considered to be sensitive, as the views of other authorities are not known.</p> <p>Presently there is no motivation to explore this area as a Scrutiny Review.</p>
Mrs Wilson	How to widen access and develop more opportunities for residents to engage in physical activity and sport in the Braintree District.	<p>Interesting topic. Timing of the topic is appropriate with health and wellbeing remaining on the Council's agenda. Scrutiny Steering Board supported this topic as follows on from the previous work of the Overview and Scrutiny Committee and Task and Finish Groups.</p> <p>Previous reviews have focused on specific matters whereas this topic would facilitate a wider review of how residents of the district can access physical activity and sport.</p>
van Dulken	Provision of affordable housing in rural areas.	<p>Interesting topic, but more appropriate as a main topic for the Overview and Scrutiny Committee rather than a Task and Finish Group.</p> <p>Submission of topic is premature in respect of timing. The establishment of the housing company is in its infancy and the Council does not know what is in the new Government's Housing policy will be.</p> <p>The Council would need to have sight of this policy before it could carry out</p>

		<p>a review.</p> <p>It is recommended that this item is preserved for reconsideration in the next cycle of Scrutiny Reviews.</p>
van Dulken	<p>Planning Committee's adherence to the concept of localism.</p>	<p>Interesting topic, but have concerns regarding the timing of the submission. It could lead to a perception that the Committee is assessing individual applications which are already subject to appeal.</p> <p>The Scrutiny Steering Board recommends that this topic is put forward as part of the Member Development Programme. By being included in the programme it would provide an educational opportunity to all Members to help them understand and explore the functions of the Planning Committee(including any limitations) and the relationships between the Committee and the Planning Inspectorate.</p>

Proposals from Management Board:

In addition to the submitted topics by Members, Management Board also wished to put forward the topic of the Role of the Highway Authority in the Braintree District for a Scrutiny Review, given other questions and comments from Members.

The Scrutiny Review would explore the functions of the Highway Authority to give:

- a) A broad understanding of the functions and the role of the Highway Authority
- b) An understanding of the relationship between the Highway Authority and the District Council
- c) The functions of the Braintree District Highways Panel and how those fit in with the relationship between the Highway Authority and Braintree District Council
- d) The management of highway functions including:
 - Highway maintenance
 - Management and maintenance, including cutting of grass verges
 - North Essex Parking Partnership (NEPP)

Recommended Topics for Scrutiny Review

The Scrutiny Steering Board considered all of the submissions including the recommendation from Management Board.

The following two topics are recommended as scrutiny reviews:

- 1) Physical activity in the District
- 2) Role of the Highway Authority in the Braintree District

The Scrutiny Review by Task and Finish Group would be required to be completed by March 2018 in order to make recommendations to the Overview and Scrutiny Committee on 7th March 2018 before referral to Full Council and Cabinet.

Scrutiny Reviews - Terms of Reference

Members are requested to consider and approve the Terms of Reference for the Scrutiny Reviews. Members are advised that Officers have produced the Terms of Reference having regard to the Councillor Topic Submission and the Council's resources.

1. Scrutiny Review into Physical activity in the District – Terms of Reference

Review Body: Task and Finish Group

Scrutiny Review Period: July to March 2018¹

Lead Officer: TBC

Terms of Reference:

1. To understand the District Council's role and our partners role in delivering activities in the District.
2. Understand the barriers that prevent residents from being active. In particular looking at the following possible causes:
 - Age
 - Motivation
 - Cost of activities
 - Accessibility including travel
 - Availability of desired activities
3. Determine what needs to be done to address these issues.
4. Provide comment and direction for the development of the Bewell strategy for future physical activity provision in the district.

¹ Task and Finish Groups will set their own timetable of meetings within this period to complete the Scrutiny Review.

2. Scrutiny Review into the role of the Highway Authority in the Braintree District – Terms of Reference

Review Body: Task and Finish Group

Scrutiny Review Period: July to March 2018²

Lead Officer: Operation Services

Terms of Reference:

The scrutiny review would explore the functions of the Highway Authority to give:

- a. A broad understanding of the functions and the role of the Highway Authority.
- b. An understanding of the relationship between the Highway Authority and the District Council.
- c. The functions of the Braintree District Highways Panel and how that fits in to the relationship between the Highway Authority and Braintree District Council.
- d. Understanding the management of highway functions including:
 - Highway maintenance
 - Management and maintenance including cutting of grass verges
 - Devolution of highway functions
- e. To make recommendations as to where relationships could be clarified or improved, or where better information can be available to the public.

² Task and Finish Groups will set their own timetable of meetings within this period to complete the Scrutiny Review.