

# Safer and Stronger Communities Board

Agenda

Monday, 14 September 2015  
11.00 am

Smith Square 1&2, Ground Floor, Local  
Government House, Smith Square, London,  
SW1P 3HZ

**To:** Members of the Safer and Stronger Communities Board  
**cc:** Named officers for briefing purposes

[www.local.gov.uk](http://www.local.gov.uk)

This meeting is



## **Guidance notes for visitors**

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DO NOT STOP TO COLLECT PERSONAL BELONGINGS.

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#### **Further help**

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**Please don't forget to sign out at reception and return your badge when you depart.**

Safer & Stronger Communities Board  
14 September 2015

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There will be a meeting of the Safer & Stronger Communities Board at **11.00 am on Monday, 14 September 2015** Smith Square 1&2, Ground Floor, Local Government House, Smith Square, London, SW1P 3HZ.

A sandwich lunch will be available at 1.00pm.

**Attendance Sheet:**

Please ensure that you sign the attendance register, which will be available in the meeting room. It is the only record of your presence at the meeting.

**Political Group meetings:**

The group meetings will take place in advance of the meeting. Please contact your political group as outlined below for further details.

**Apologies:**

Please notify your political group office (see contact telephone numbers below) if you are unable to attend this meeting.

<b>Labour:</b>	Group Office 020 7664 3263	email: <a href="mailto:martin.angus@local.gov.uk">martin.angus@local.gov.uk</a>
<b>Conservative:</b>	Group Office 020 7664 3264	email: <a href="mailto:angela.page@local.gov.uk">angela.page@local.gov.uk</a>
<b>Liberal Democrat:</b>	Group Office: 020 7664 3235	email: <a href="mailto:libdem@local.gov.uk">libdem@local.gov.uk</a>
<b>Independent:</b>	Group Office: 020 7664 3224	email: <a href="mailto:Vanessa.Chagas@local.gov.uk">Vanessa.Chagas@local.gov.uk</a>

**Location:**

A map showing the location of Local Government House is printed on the back cover.

**LGA Contact:**

Ciaran Whitehead  
0207 664 3107 / [ciaran.whitehead@local.gov.uk](mailto:ciaran.whitehead@local.gov.uk)

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**Carers' Allowance**

As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £6.50 per hour is available to cover the cost of dependants (i.e. children, elderly people or people with disabilities) incurred as a result of attending this meeting.

**Social Media**

The LGA is committed to using social media in a co-ordinated and sensible way, as part of a strategic approach to communications, to help enhance the reputation of local government, improvement engagement with different elements of the community and drive efficiency. Please feel free to use social media during this meeting. **However, you are requested not to use social media during any confidential items.**

The twitter hashtag for this meeting is #lgassc

## Safer & Stronger Communities Board – Membership 2015/2016

Councillor	Authority
<b>Conservative ( 7 )</b>	
Cllr Morris Bright (Vice Chairman)	Hertsmere Borough Council
Cllr Nick Daubney	King's Lynn & West Norfolk Borough Council
Cllr Joanna Gardner	Royal Borough of Kensington and Chelsea
Cllr Thomas Fox	Scarborough Borough Council
Cllr Ian Gillies	City of York Council
Cllr Nick Worth	South Holland District Council
Cllr Jo Beavis	Braintree District Council
<b>Substitutes</b>	
Cllr Marc Jones	Lincolnshire County Council
Cllr Tunde Ojetola	Thurrock Council
Cllr Lucy Botting	Mole Valley District Council
Cllr Chris Pillai	Calderdale Metropolitan Borough Council
<b>Labour ( 7 )</b>	
Cllr Simon Blackburn (Chair)	Blackpool Council
Cllr Mike Connolly	Bury Metropolitan Borough Council
Cllr Michael Payne	Gedling Borough Council
Cllr Janet Daby	London Borough of Lewisham
Cllr Kate Haigh	Gloucester City Council
Cllr Tony Page	Reading Borough Council
Cllr Sophie Linden	London Borough of Hackney
<b>Substitutes</b>	
Cllr Richard Chattaway	Warwickshire County Council
Cllr Joy Allen	Durham County Council
<b>Independent ( 2 )</b>	
Cllr Philip Evans JP (Deputy Chair)	Conwy County Borough Council
Cllr Colin Mann	Caerphilly County Borough Council
<b>Substitutes</b>	
Cllr Goronwy Edwards	Conwy County Borough Council
Cllr Clive Woodbridge	Epsom and Ewell Borough Council
<b>Liberal Democrat ( 2 )</b>	
Cllr Lisa Brett (Deputy Chair)	Bath & North East Somerset Council
Cllr Anita Lower	Newcastle upon Tyne City Council
<b>Substitutes</b>	
Cllr Christopher Coleman	Cheltenham Borough Council

## Agenda

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### **Safer & Stronger Communities Board**

Monday 14 September 2015

11.00 am

Smith Square 1&2, Ground Floor, Local Government House, Smith Square, London, SW1P 3HZ

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<b>Item</b>	<b>Page</b>	<b>Time</b>
<b>1. Apologies for absence &amp; Declarations of Interest</b>		
<b>2. Membership, Terms of Reference and Outside Body Appointments</b>	1 - 16	
<b>3. Board Policy Priorities for 2015-16</b>	17 - 26	
<b>4. The future structure of trading standards</b>	27 - 32	
<b>5. Crematoria and Coroners report</b>	33 - 38	
<b>6. Other Business Report - update on Regulatory Services and Community Safety issues</b>	39 - 48	
<b>7. Notes of previous meeting</b>	49 - 57	

**Date of Next Meeting:** Monday, 7 December 2015, 11.00 am, Rathbone Rooms 1&2, 7th Floor, Local Government House, Smith Square, London, SW1P 3HZ





## **Membership, Terms of Reference and Appointments to Outside Bodies 2015/16**

### **Purpose of report**

For decision.

### **Summary**

This report outlines the terms of reference and membership and for the LGA's Safer and Stronger Communities Board for the 2015/16 meeting cycle. The report also outlines outside bodies to which the Board is asked appoint for the 2015/16 meeting cycle.

### **Recommendations**

The Board is asked to:

1. Formally note the terms of reference, membership for the LGA's Safer and Stronger Communities Board and the list of Board dates for 2015/16 (attached as **Appendices A, B and C** respectively);
2. Formally appoint to outside bodies and member champion roles in accordance with the procedure outlined in **Appendices D, E and F**, ensuring that the bodies to which they wish to appoint accurately reflect LGA priorities; and
3. Receive appropriate feedback from members representing the Board on outside bodies over the previous meeting cycle.

### **Action**

Officers to inform outside bodies of any changes in, or confirm continuation of LGA representatives.

**Contact officer:** Mark Norris  
**Position:** Principal Policy Adviser  
**Phone no:** 020 7664 3241  
**E-mail:** [mark.norris@local.gov.uk](mailto:mark.norris@local.gov.uk)

## **Membership, terms of reference and Appointments to Outside Bodies 2015/16**

### **Safer and Stronger Communities Board (SSCB) terms of reference, membership and meeting dates 2015/16**

1. Members are invited to note and/or amend the Board's terms of reference for this year (attached as **Appendix A**). Members are asked to formally note the membership and the Board's Lead Members for 2015/16 (as detailed in **Appendix B**). In addition Members are asked to note the meeting dates for the 2015/16 cycle (attached as **Appendix C**).

### **SSCB outside body appointments**

2. The LGA benefits from a wide network of member representatives on outside bodies across all Boards. These appointments are reviewed on an annual basis across the Association to ensure that the aims and objectives of the outside bodies remain pertinent to the LGA.
3. A list of the organisations to which the Board currently appoints member representatives, along with a note of the 2014/15 representation, is attached at **Appendix E**. Members are asked to nominate the appointments for this meeting cycle, which are to be made in proportion with political representation across the LGA.
4. A database for centrally recording all the information relating to appointments is held by the Member Services team.
5. In order to clarify the process for making appointments; the method of recording information on appointments; and to set out the level of support we will offer to appointed members, a procedure has been drawn up (**Appendix D**) which aims to ensure that Members are, ahead of the first meeting of the cycle, fully briefed on both the policy direction of the outside body and the logistical arrangements, such as the meeting frequency, meeting location and membership.
6. Officers recommend the removal of the **Public Fundraising Regulatory Association** (PFRA) from the list of outside bodies. The PFRA is the charity-led self-regulatory membership body for all types of face-to-face fundraising and negotiates voluntary agreements between councils and charities to manage the frequency and numbers of street fundraisers. The LGA only has non-voting observer status at PFRA, and now that the PFRA is well established and working with an increasing number of councils there is little that the LGA can add to the oversight of the PFRA's work.
7. Officers also recommend the removal of the **Better Regulatory Outcomes Group** and the **Better Regulation Delivery Office Steering Group** from the list of outside bodies. The Better Regulation Delivery Office (BRDO) reorganised their stakeholder groups last autumn as a result of which neither of these two groups exists any longer. Officers will continue to attend regular operational meetings with BRDO such as the Regulatory Excellence Forum, and we will also continue to seek members to represent the Board when we receive invitations to relevant BRDO events.

### **Member Champions**

8. For 2014/15 the Board appointed the following champions and support members:





- 8.1 Domestic Violence – Cllr Ann Lucas OBE and Cllr Joanna Spicer MBE
  - 8.2 Licensing – Cllr Tony Page
  - 8.3 Community Cohesion – Cllr Janet Daby
  - 8.4 Anti Social Behaviour – Cllr Anita Lower
  - 8.5 FGM – Cllr Lisa Brett
  - 8.6 Regulatory Services – Cllr Nick Worth
9. The Board's Lead Members will want to decide whether to appoint champions for 2015/16. A role description for Board champions is therefore set out in **Appendix F**. The Board is requested to review the current areas covered by member champions and consider whether these should continue, or whether different issues need to be addressed.

### **Financial Implications**

10. There are no substantial financial implications arising directly from this report. Reasonable travel and subsistence costs will be paid by the LGA for expenses incurred by a member appointee, whilst carrying out a representative role on an outside body on behalf of the LGA.

## Appendix A

### **LGA Safer & Stronger Communities Board - Terms of Reference**

The purpose of the Safer and Stronger Communities Board is to provide strategic oversight of all the LGA's policy, regulatory and improvement activity in the promotion of the safety of local communities, including issues of crime and anti-social behaviour, policing, licensing, and emergency planning – in line with LGA priorities.

The Board will also have responsibility for LGA activity in relation to fire and rescue authority issues where the issues are of a cross-cutting nature or involve the setting of a new LGA policy. On such matters the Board may choose to seek recommendations or guidance from the Fire Services Management Committee, and from time to time may be requested by the Committee to consider recommendations on such matters.

Boards should seek to involve councillors in supporting the delivery of these priorities (through task groups, Special Interest Groups (SIGs), regional networks and other means of wider engagement); essentially operating as the centre of a network connecting to all councils and drawing on the expertise of key advisors from the sector.

The Safer and Stronger Communities Board will be responsible for:

1. Ensuring the priorities of councils are fed into the business planning process.
2. Developing a work programme to deliver their brief, covering lobbying, campaigns, research, improvement support in the context of the strategic framework set by Improvement & Innovation Board and events and linking with other boards where appropriate.
3. Sharing good practice and ideas to stimulate innovation and improvement.
4. Representing and lobbying on behalf of the LGA, including making public statements on its areas of responsibility.
5. Building and maintaining relationships with key stakeholders.
6. Involving representatives from councils in its work, through task groups, SIGs, regional networks and mechanisms.
7. Responding to specific issues referred to the Board by one or more member councils or groupings of councils.

The Safer and Stronger Communities Board may:

- Appoint members to relevant outside bodies in accordance with the Political Conventions.
- Appoint member champions from the Board to lead on key issues.

## Appendix B

**Safer & Stronger Communities Board – Membership 2015/2016**

<b>Councillor</b>	<b>Authority</b>
<b>Conservative ( 7 )</b>	
Cllr Morris Bright (Vice-Chairman)	Hertsmere Borough Council
Cllr Nick Daubney	King's Lynn & West Norfolk Borough Council
Cllr Joanna Gardner	Royal Borough of Kensington and Chelsea
Cllr Thomas Fox	Scarborough Borough Council
Cllr Ian Gillies	City of York Council
Cllr Nick Worth	South Holland District Council
Cllr Jo Beavis	Braintree District Council
<b>Substitutes</b>	
Cllr Marc Jones**	Lincolnshire County Council
Cllr Tunde Ojetola**	Thurrock Council
Cllr Lucy Botting**	Mole Valley District Council
Cllr Chris Pillai	Calderdale Metropolitan Borough Council
<b>Labour ( 7 )</b>	
Cllr Simon Blackburn (Chair)*	Blackpool Council
Cllr Mike Connolly	Bury Metropolitan Borough Council
Cllr Michael Payne	Gedling Borough Council
Cllr Janet Daby	London Borough of Lewisham
Cllr Kate Haigh	Gloucester City Council
Cllr Tony Page	Reading Borough Council
Cllr Sophie Linden	London Borough of Hackney
<b>Substitutes</b>	
Cllr Richard Chattaway	Warwickshire County Council
Cllr Joy Allen**	Durham County Council
<b>Liberal Democrat ( 2 )</b>	
Cllr Lisa Brett (Deputy Chair)	Bath & North East Somerset Council
Cllr Anita Lower	Newcastle upon Tyne City Council
<b>Substitutes</b>	
Cllr Christopher Coleman**	Cheltenham Borough Council
<b>Independent ( 2 )</b>	
Cllr Philip Evans JP (Deputy Chair)	Conwy County Borough Council
Cllr Colin Mann	Caerphilly County Borough Council
<b>Substitutes</b>	
Cllr Goronwy Edwards**	Conwy County Borough Council
Cllr Clive Woodbridge**	Epsom and Ewell Borough Council

\*New Member

\*\*New Substitute  
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**Appendix C**

**Meeting Dates 2015/16**

<b>DAY (2015)</b>	<b>DATE</b>	<b>TIME</b>	<b>Room at Local Government House</b>
Monday	14 September 2015	11.00 – 13.00	Smith Square Rooms 1&2
Monday	7 December 2015	11.00 – 13.00	Rathbone Rooms 1&2
<b>DAY (2016)</b>			
Monday	22 February 2016	11.00 – 13.00	Smith Square Rooms 1&2
Monday	6 June 2016	11.00 – 13.00	Smith Square Rooms 1&2

**Appendix D**

**Procedure for LGA appointments to outside bodies**

**1. List of Outside Bodies**

- 1.1. It is the responsibility of the Boards to review the need for representation on outside bodies as part of their annual appointments process. Boards should:
  - 1.1.1. Ensure that the list of outside bodies reflects LGA priorities, both by ending appointments where these are not felt to be of value and by actively seeking representation on new organisations;
  - 1.1.2. Evaluate both the value of the LGA's relationship with the organisation and the level of LGA influence on that body; and
  - 1.1.3. Have consideration of when it is necessary to appoint a member representative and when an officer appointment would be more appropriate.
- 1.2. The Boards will submit a report to LGA Executive setting out their current list of outside bodies every year in October.

**2. Political Proportionality**

- 2.1. As stated in the LGA Political Conventions:
- 2.2. *Every effort will be made to ensure that all groups recognised by the Association are fairly represented on outside bodies both numerically and in terms of the range/type of appointments made. Each Board or Panel responsible for making appointments should agree the means by which this is achieved ... Appointments to individual outside bodies should reflect political balance where possible, subject to the constraints set by the number of appointments to individual bodies.*
- 2.3. While the Boards are responsible for ensuring appointments are made in accordance with the LGA's political proportionality, the political group offices have oversight of this process through:
  - 2.3.1. Considering individual appointments in the context of all appointments to outside bodies across the organisation.
  - 2.3.2. Maintaining lists of members of Boards and other councillors willing to serve on outside bodies, together with details of their particular skills and experience.
  - 2.3.3. Discussing nominations to outside bodies with their members at the political group meetings preceding September Board meetings.
  - 2.3.4. Being kept informed of any additional appointments that arise during the course of the board cycle.
  - 2.3.5. Finding a representative if a Board is unable to secure an appointment.

**3. Appointments**

- 3.1. Appointments will be agreed by each Board at their September meeting and will be time limited – set according to the outside body's governance arrangements.

- 3.2. The Member Support Officer will then write to each organisation notifying them of the appointment and requesting details of forthcoming meetings.
- 3.3. Certain appointments are made centrally and appointments are also made by LGE to negotiating bodies. While the process for making these appointments will be different, this information will be recorded on the central database and the same requirements for review and for support to members apply.

#### **4. Recording information about appointments**

- 4.1. A database of existing outside body appointments will be maintained centrally by the member support team, to include:
  - 4.1.1. Councillor details, including political party;
  - 4.1.2. Term of Office;
  - 4.1.3. A key contact at the organisation;
  - 4.1.4. Any allowances or expenses paid by the outside body; and
  - 4.1.5. Named LGA link officer.
- 4.2. The Member support team will add details of the appointment to the notes on the appointed councillor's Client Relationship Management (CRM) database entry and on the organisation's CRM entry.
- 4.3. The list of Outside Bodies, broken down by Board, will be published on the LGA website and details will also be added to each member's web profile. The member support team has responsibility for ensuring this is kept up to date.
- 4.4. This list will also include any 'member champions' – board members appointed to hold a particular portfolio area of responsibility within the LGA.

#### **5. LGA support for members appointed to Outside Bodies**

- 5.1. Members appointed to outside bodies must receive support from LGA officers in order to maximise their contributions to outside bodies, including being kept informed of key LGA lobbying messages. Support will therefore be provided in line with the following Scrutiny Panel recommendations, agreed by the LGA in 2003:
  - 5.1.1. For each Board making appointments to outside bodies, there should be a designated LGA member of staff to oversee the appointment process for that executive, including the provision of introductory briefing for new appointees.
  - 5.1.2. A named member of staff should be appointed as the liaison person for each outside body.
  - 5.1.3. Each Board should consider the need for induction support for appointees in relation to particular outside bodies.
  - 5.1.4. Where deputies or substitute representatives are appointed, they should also be made aware of arrangements for support and report back.
  - 5.1.5. Details of any financial support from either the LGA or the outside body should be provided for all appointees.
- 5.2. Programme team staff will oversee the appointment process and in most cases will provide the liaison officers for outside bodies linked to their Boards.

- 5.3. Member Support Officers will ensure that appointees receive a letter setting out the details of the appointment, term of office, future meeting dates, arrangements for expenses and the contact details of both the organisation's named contact and the LGA's link officer.
- 5.4. New appointees will receive an initial briefing on the work of the outside body and relevant LGA lobbying messages from the link officer and will also be kept informed of any arising policy issues and of other LGA contact with the organisation.

## **6. Mechanisms for feedback**

- 6.1. All appointees should be encouraged to provide updates to the link officer following meetings and when important issues arise.
- 6.2. All appointees, including non-board members, should be encouraged to feed into board 'other business' reports at every future Board meeting. Appointees who are not board members may also wish to attend a board meeting to report back.
- 6.3. Towards the end of each year, all appointees will be contacted by the Member Support Officer and invited to feed back their views of the appointment, in preparation for the Boards' annual review of appointments. This should cover how many meetings they have attended, how useful they feel their role has been, whether they wish to continue and whether they have any additional support needs.
- 6.4. The named contact at the outside body should also be contacted annually to confirm details of attendance and provide an update on any changes.

## **7. Expenses**

- 7.1. Reasonable travel and subsistence costs will be paid by the LGA for expenses incurred by a member appointee, whilst carrying out a representative role on an outside body on behalf of the LGA.
- 7.2. Expenses will be paid to members appointed to outside bodies, in line with the LGA Members' Allowances Scheme:

### ***Approved Duties for payment of Travel and Subsistence Costs***

7.3. *Approved duties (for payment of Travel & Subsistence) under the LGA scheme are:*

- 7.3.1. *Attendance at meetings with Ministers, Government Departments or consultations with other bodies where members have been appointed by the Association;*
- 7.3.2. *Attendance at receptions, visits, conferences, seminars or other functions where members have been appointed by the Association to attend in a representative role on behalf of the Association; and*
- 7.3.3. *Attendance as the Association's appointed representative on any public body, charity, voluntary body or other organisation formed for a public purpose (and not for the benefit of its members).*

7.4. *Travel and subsistence costs for all other meetings should be met by member authorities.*

### ***Travel and Subsistence Costs***

- 7.5. *The Association will reimburse rail fares on the basis of the standard fare. In exceptional circumstances, the Association will reimburse the first class fare, but this will be subject to certification of the claim form as to why travel by first class was necessary. It will also reimburse reasonable levels of subsistence. Receipts should always be provided for travel and subsistence claims. Where it is necessary for a member to use his or her own vehicle when on an approved duty on behalf of the Association, mileage will only be reimbursed to a maximum of the first class rail fare.*

### ***Carers' Allowance***

- 7.6. *A carers' allowance of up to £6.31 per hour, (i.e. actual expenditure incurred up to a maximum of £6.31 per hour) will be paid for care of dependants whether children, elderly people or people with disabilities to those members who receive responsibility allowances for approved duties set out under paragraph 4, and to those members representing the LGA on outside bodies. The maximum period of the entitlement will be the duration of the approved duty and reasonable travelling time. The allowance will not be payable to a member of the claimant's own household. The carers' (reasonable) expenses will be paid.*

### ***Payment of Travel & Subsistence Costs and Carers' Allowances***

- 7.7. *Members should initially claim travel and subsistence costs and the carers' allowance, as appropriate, from their authority. Authorities should then seek reimbursement from the Association on a quarterly basis.*
- 7.8. *Claims from authorities should be submitted promptly identifying clearly and fully the meeting to which the claim refers. (Reference to a meeting as "LGA, London" or "SSC" for example will not be sufficient and will delay re-imburement of the claim).*



**Appendix E**

**Safer Communities Board: Outside Bodies**

Organisation / contact details	Background	Representatives 2014/15	Allowances/ Expenses	LGA Contact Officer
<b>Advisory Board for Female Offenders</b>  Contact: Hanifa Begum Tel: Email: <a href="mailto:cjwst@justice.gsi.gov.uk">cjwst@justice.gsi.gov.uk</a>	The Board is a ministerial chaired board and meets quarterly to bring together key stakeholders and partners to provide expert advice and challenge around the multiple and often complex needs of female offenders.	<b>1 place</b>  This is a new outside bodies appointment so there was not a member appointed in 2014/15	The LGA will cover reasonable travel and subsistence.	Mark Norris, Principal Policy Adviser 020 7664 3241 <a href="mailto:mark.norris@local.gov.uk">mark.norris@local.gov.uk</a>
<b>Criminal Justice Council (CJC)</b>  Contact: Paul Ansell Tel: 0203 334 6388 Email: <a href="mailto:paul.ansell@justice.gsi.gov.uk">paul.ansell@justice.gsi.gov.uk</a>	The Council meets: to keep the criminal justice system under review; to advise the Government on the form and manner of implementation of criminal justice reforms and to make proposals to it for reform; to advise on the framing and implementation of a communication and education strategy for the criminal justice system.	<b>1 place</b>  Cllr Joanna Gardner (Con)	Travel and subsistence expenses are paid for by the CJC.	Mark Norris, Principal Policy Adviser 020 7664 3241 <a href="mailto:mark.norris@local.gov.uk">mark.norris@local.gov.uk</a>
<b>Public Fundraising Regulatory Association</b>	The Public Fundraising Regulatory	<b>1 place</b>	Travel and subsistence expenses are paid for by	Ian Leete, Adviser,

<p><b>(PFRA)</b></p> <p>Contact: Carrie Freeland Tel: 020 7401 8452 Email: <a href="mailto:carrie@pfra.org.uk">carrie@pfra.org.uk</a></p>	<p>Association is the charity-led self-regulatory membership body for all types of face-to-face fundraising (F2F). It negotiates voluntary agreements between councils and charities to manage the frequency and numbers of street fundraisers; as well as enforcing codes of conduct and behaviour.</p>	<p>Cllr Nick Worth (Con)</p>	<p>the PFRA.</p>	<p>020 7664 3864 <a href="mailto:ian.leete@local.gov.uk">ian.leete@local.gov.uk</a></p>
<p><b>Better Regulatory Outcomes Group</b></p> <p>Contact: Lynne Howard Email: <a href="mailto:lynne.howard@bis.gsi.gov.uk">lynne.howard@bis.gsi.gov.uk</a></p>	<p>Held approximately three times a year and attended by Chief Executives of national regulatory agencies. Chaired by Lord Curry as Chair of the Better Regulation Executive.</p>	<p><b>1 place</b></p> <p>Cllr Nick Worth (Con) South Holland DC</p> <p>This has generally been attended by officers in recent years.</p>	<p>The LGA will cover reasonable travel and subsistence.</p>	<p>Ellie Greenwood 0207 664 3219 <a href="mailto:ellie.greenwood@local.gov.uk">ellie.greenwood@local.gov.uk</a></p>
<p><b>Better Regulation Delivery Office Steering Group</b></p> <p>Contact: Lynne Howard Email: <a href="mailto:lynne.howard@bis.gsi.gov">lynne.howard@bis.gsi.gov</a></p>	<p>Held twice a year and chaired by the Minister.</p>	<p><b>1 place</b></p> <p>Cllr Philip Evans JP (Ind)</p>	<p>The LGA will cover reasonable travel and subsistence.</p>	<p>Ellie Greenwood 0207 664 3219 <a href="mailto:ellie.greenwood@local.gov.uk">ellie.greenwood@local.gov.uk</a></p>

.uk				
<b>HMIC's interim Police Efficiency Effectiveness and Legitimacy crime inspection advisory group</b>	To provide advice and expertise from outside HMIC, and it will meet at key times during the development of the programme.	<b>1 place</b> Cllr Sophie Linden (Lab)	The LGA will cover reasonable travel and subsistence	Mark Norris, Principal Policy Adviser 020 7664 3241 <a href="mailto:mark.norris@local.gov.uk">mark.norris@local.gov.uk</a>

### Appointments to LGA bodies

#### Proportionality Figures 2015 / 2016

Page 1

Members are asked to ensure that appointments for 2015/16 are in broad proportionality with the 18 Member political group makeup of the Board, which is as follows:

7 Labour, 7 Conservative, 2 Independent, 2 Liberal Democrat.

NB: Based on the LGA Political Proportionality Figures, no precise proportional spread of the 8 seat outside bodies allocation for 2015/16 is possible. However, the 7 seats should broadly be spread as follows:

3 Conservative, 2 Labour, 1 Independent, 1 Liberal Democrat.

**The LGA/APCC Strategic Partnership Board** has an additional 3 places which are shared 1 place per political group from within the LGA.

### Officer groups

Officers sit on the following outside bodies to support the Board's objectives:

- Surveillance Camera Commissioner's Advisory Council
- HMIC Domestic Abuse Reference Group
- Operational guidance strategy board (Fire)
- National Trading Standards Board
- National Licensing Forum
- Licensing and public health group
- BRDO Regulatory Excellence Forum
- HELA (Health and Safety Executive/Local Authority Enforcement Liaison Committee)
- Health and safety practitioner's forum

The following expert groups are coordinated by the LGA and comprise frontline officers from member councils:

- Licensing policy forum
- Environmental health forum
- Law and evidence forum (virtual)
- Community safety advisers' forum

## Appendix F

### **Safer and Stronger Communities Board**

**Board member champions, and support member champions, where required, take responsibility for a specified subject area or programme and act as spokesperson**

**This is in addition to any formal role representing the LGA on outside bodies.**

#### **Accountabilities**

- To be the main spokesperson for the LGA Safer and Stronger Communities Board (SSCB) in relation to a specified subject area or programme, including media interviews, writing articles and making speeches at appropriate events.
- To keep abreast of developments locally and nationally in relation to a specified subject area or programme.
- To attend residential conferences and other events initiated by the board, leading and chairing sessions as required.
- To engage actively with councils and groupings of councils to secure the views and involvement of the wider membership to inform the board's specific policy line on the specialist subject.
- To communicate back to the wider membership the work and successes of the board in relation to the specified subject or programme area.
- To lead/participate in task and finish groups set up to look in more detail at the specific areas of policy.
- To be the principal representative of the Board on that subject area or programme at meetings with partner bodies and other key decision-makers.

#### **Knowledge and Experience**

Member champions may be portfolio holders for that policy area in their home authorities or have experience/knowledge of, and special interest and commitment to, the policy area.

#### **Appointment and support**

The expectation is that the SSCB will review these roles at the start of the Board cycle every September, along with formal appointments to outside bodies.

Last year it was decided to have two member champions for each role to ensure that cover for LGA activity could be provided and helps councillors balance their activity with their commitments in their home authority.

As an LGA spokesperson, a champion speaks for the Association, and not one particular political Group.



**Safer and Stronger  
Communities Board**

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Members will be assisted in their role by officers as capacity allows. This will include passing on invitations to meetings and events in good time, preparing briefings, taking notes of meetings, providing press lines and including agenda items for a wider Board discussion at key points to inform policy making.

**Travel and expenses**

This role can require attendances at meetings in London and in other parts of the country.

Reasonable travel and subsistence costs will be paid by the LGA for expenses incurred by a member appointee whilst carrying out a representative role on behalf of the LGA.

## **Board Policy Priorities for 2015-16**

### **Purpose of report**

For discussion and decision.

### **Summary**

This paper sets out proposals for the Safer and Stronger Communities Board's priorities and work programme for 2015/16.

It outlines the LGA-wide priorities the Leadership Board has requested Boards help develop and how the Board can contribute to this work, and includes options for priorities based on (a) the LGA business plan and (b) suggestions for Board specific work based on a combination of the broad themes signalled by members at the June Board meeting, ongoing work, and recent policy announcements by government. Subject to members' views, officers will develop a work programme to deliver these priorities.

### **Recommendation**

Board Members are asked to discuss and agree the Board's priorities and work programme for 2015/16.

### **Action**

Officers will undertake the projects set out in the report.

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## **Board Policy Priorities for 2015-16**

### **Background**

1. At this first meeting of the Board, members are asked to consider the policy priorities for the work programme for the coming year. In making these decisions, members are asked to consider two issues:
  - 1.1. The work that the LGA Leadership Board has asked Boards to undertake based on the overall policy priorities of the LGA.
  - 1.2. Specific policy priorities based on the specific remit of this Board.

### **Work commissioned by the LGA Leadership from Boards.**

2. As part of the recent member-led review of governance, the LGA Executive and Leadership Board have been asked to commission work from our Policy Boards where a clear corporate priority has been identified or where an important policy issue straddles more than one Board.
3. The Leadership Board met in July 2015 and agreed the following remit for the commissioning of policy work from Boards on behalf of the LGA leadership:
  - 3.1. The Leadership Board's commissioning is related to the most important (current and future) issues for LGA membership.
  - 3.2. The issues commissioned cover the terms of reference of more than one Board.
  - 3.3. There will be a limited number of corporate commissions, no more than five.
  - 3.4. Boards will continue to set policy priorities based on their specific terms of reference. These will be reported back to the LGA Executive.
4. The following cross-cutting areas of work were agreed and are being commissioned from relevant Boards in 2015-16. Specific Boards have been asked to lead this work and they are indicated below.
  - 4.1. **Devolution and the future shape of local government**
  - 4.2. *To be led jointly by the City Regions and People and Places Boards, with any supporting evidence submitted to these Boards from other relevant Boards.*
  - 4.3. The Cities and Local Government Devolution Bill will accelerate the pace at which groupings of councils develop bespoke devolution deals. At their last meetings in the 2014-15 cycle, the City Regions and People and Places Boards considered future work where the LGA can add value. They



suggested that more work needs to be undertaken on the models and mechanisms of future governance (including work on policing and fire). They also advocated that the evidence base which could support devolution deals was extended to new service area (from example, rural development). The Leadership Board has requested that this work should be new, commissioned externally and have a practical application in “devo deals”. There is also a political leadership role that is required to ensure that once the Bill is enacted, parts of Whitehall are voluntarily “letting go”. The LGA’s political lobbying will be a critical factor for success, as will partnership with business and other public service bodies, such as a NHS.

- 4.4. Making the case for greater local financial freedoms and fiscal autonomy needs to be maintained, building on the recommendations of the Finance Commission and the review of business rates. Though fiscal devolution is not an immediate offer from Government or national Opposition parties, it is very important that this debate has continued traction.
- 4.5. Housing**
- 4.6. *This work is to be led by the Economy, Environment, Housing and Transport Board, with any supporting evidence submitted to EEHT from other relevant Boards. There should also be support from an independent advisory board of experts (to be developed by the Board).*
- 4.7. Addressing housing need was a clear priority at LGA conference from all political groups. Our recent work and evidence base has supported councils’ clear role to support residents in this area. Later this year, we will have a new Housing Bill (including the extension of the right-to-buy and the sale of high-value properties) where new local solutions are required, especially on finance. Through leadership of this debate, we have the opportunity to ensure that a much bigger agenda about place shaping is developed, focusing on issues such as skills, welfare reform, community safety and an aging population that are vital parts of delivering our housing ambition. Whilst we would commission new research, we would also draw on our existing work such as Hidden Talents which showed that empowered local government can deliver the local construction skills needed to be able to build the number of new houses required, and cross-board work which has considered the role of housing in supporting vulnerable adults. A clear steer from the Leadership Board was that the focus on housing needed to be clear, rather than a wider debate on infrastructure in general.
- 4.8. Finance**
- 4.9. *This work should be commissioned from the Resources Board, with support from all relevant Boards.*
- 4.10. Work will need to continue on the future funding outlook through the spending review and into even more difficult financial era. This work is well-established in the organisation and it should be an important continuing priority.

**4.11. Promoting health and wellbeing**

4.12. *This work should be commissioned from the Community Wellbeing Board, with input from other relevant boards and potential wider contributions from think-tanks and other parts of the public sector including the NHS and Public Health England. It can draw on ongoing projects such as tackling Child Sexual Exploitation, Ageing and Skills which already operate across Boards.*

4.13. Continued moves towards an integrated health and care system remains at the top of councils and the Government's agenda, and getting these new arrangements right for councils and citizens remains a significant opportunity for the LGA. This work should: draw on the wider role of other local services such as schools, children's services, the fire service, public health, housing, transport and leisure; and play in promoting wellbeing across the life course and keeping people physically and mentally healthy, in work, and in their own homes. It should raise the profile of social care as an equal to the NHS, and build a business case for council-led investment as part of a much wider integrated approach to improve health outcomes and address health inequalities, as well as keep pressure off the NHS and other expensive services. This work should also consider the role of citizens and communities in supporting themselves and each other and promoting resilience and independence.

**Taking the LGA-wide work forward**

5. All lead Boards have been asked to detail the scope of the Leadership's request at their first meeting and to report back to the LGA Executive. This Board and Fire Services Management Committee have contributions to make to a number of the cross-cutting policy commissions, including models and mechanisms of future governance of devolution deals where this covers policing or fire, the role of housing in delivering safer communities, and the part the fire service and community safety has to play in promoting wellbeing. As the lead Boards develop the cross-cutting commissions we will seek contributions from this Board to the work.
6. In 2016, it is intended that we could draw on all of these pieces of work to inform a more forward-looking vision for the future of local public services and the relationship with communities, perhaps for a launch at next year's annual conference.

**Work of relevance to this Board's remit**

7. Boards will continue to develop specific work within their policy areas, some of which may have cross-cutting elements.
8. The LGA Business Plan sets out the context for this Board's work:
  - 8.1. Councils work effectively with partners to build and sustain resilient and sustainable communities; and

- 8.2. Councils facilitate economic growth through the development of risk-based, business friendly public protection services.
9. Following the General Election the LGA's focus has been on the Spending Review. At this year's annual conference *A shared commitment; Local government and the Spending review* set out how a strong partnership between central and local government could help reduce the national deficit while ensuring the quality front line services the public want and need. It looked at resources and how local government could continue to join up with other public services to ensure the maximum value for money, while putting the case for decentralising powers and responsibilities to local leaders to drive public service reform. It also explained how local government could drive local growth, and the wider national benefits that would bring.
10. With increasing recognition within the police that their work needs to be more closely integrated with other public services if they are to protect and safeguard vulnerable individuals and families and to respond to emerging threats, community safety partnerships are well placed to make a major contribution to the public service reform and local growth agendas. They can also support the work within councils and with other parts of the public sector like health to improve outcomes for residents while getting the maximum value from public spending.
11. This paper sets out a number of strategic priorities to ensure we continue to make difference for our member authorities in terms of relevance and pace and ensuring the LGA is well positioned to influence government thinking about councils' role in community safety, the fire service and regulation. However we have always adopted a flexible approach in order to respond effectively to issues which arise throughout the year, such as emerging new items or emergency issues, and we will continue this.
12. This paper suggests six key overarching themes:
  - 12.1. **Regulation**
    - 12.1.1. Our discussion paper Remodelling Public Protection set out the key issues and challenges facing trading standards, environmental health and licensing as funding reduces, and some possible solutions. The Chartered Trading Standards Institute has also proposed the creation of strategic trading standards authorities as part of its vision for the future of the service, while government has also recently launched a review of trading standards services. Building on the Remodelling Public Protection report we will conduct our own review of trading standards and assess the options for the future of the service. We will develop recommendations from this work on the future delivery of trading standards services.
    - 12.1.2. We will continue to lobby the Home Office for changes to the licensing system to give councils greater flexibility in managing their local economy and protecting local residents. We will build up an evidence base for the localisation of licensing fees, take forward our proposals in Rewiring Licensing for reform of licensing processes by building on the

exploratory work councils have done in this area, and press for government to reform taxi and private hire vehicle licensing based on proposals set out in the Law Commission's report. We will also continue to support councils in improving their existing approaches around licensing for example in relation to child sexual exploitation.

12.1.3. The work carried out around the Board's 'Open for Business' vision for regulatory services has highlighted the work councils have done with businesses to support the local economic growth agenda. We will use this work to make the case to the Department of Business, Innovation and Skills and the BRDO about how better regulation can be more effective at helping businesses and supporting economic growth as a focus just on deregulation.

12.2. **Blue light services collaboration** – the fire service is increasingly collaborating with the police and health service on the delivery of a range of programmes, and is playing an increasing role in preventing health harms and in increasing wellbeing. The government has also indicated it will be looking at increased integration and collaboration between police and fire governance structures. The Fire Services Management Committee has indicated these areas are a priority over 2015/16.

12.3. **Public Protection** –

12.3.1 Councils have been at the forefront in supporting victims of violence directed at women and girls, especially domestic abuse. We will feed views into the refresh of the violence against women and girls strategy by the Home Office, and continue to work with Barnardo's on establishing the National FGM Centre as the main source of information and advice for councils on FGM. We will contribute to the CLG review of services, and gather and share examples of good practice especially of joint commissioning of services and around perpetrator programmes, to improve outcomes for victims.

12.3.2 The Casey Review of Rotherham Council's response to child sexual exploitation identified a number of important issues around the role of community safety and regulatory services in tackling CSE. We will continue our work in this area, for example around taxi licensing, and contribute to the wider LGA work to assist councils in responding to this issue led by the Children and Young People's Board.

12.3.3 Recent work by the College of Policing on the demand on police forces has highlighted how much of their time is now taken up with public protection issues such as safeguarding vulnerable people. The same is true of councils. While individual cases receive considerable support and scrutiny it is more difficult to identify common issues and features across cases which may indicate links with particular a offender or offenders. Community safety partnerships can provide a link between safeguarding arrangements in councils and other partners. This work will explore with the Children and Young People's and the Community Wellbeing Boards how councils can improve their public protection responses.

12.3.4 The Ministry of Justice is currently consulting on revisions to the Victim's Code which will see it extended to cover all types of criminal offences, and to any organisation with a role in prosecuting offenders. This is likely to include local authority services such as trading standards. Our work here aims to minimise the impact on council finances and operations as a result of these changes.

12.4. **Policing and community safety**

12.4.1. With police and crime commissioners (PCCS) at the centre of police governance structures, we will continue to support police and crime panels in their scrutiny of Commissioners ahead of the next PCC elections in May 2016, and respond to the recommendations directed at the LGA by the Committee on Standards in Public Life by agreeing guidance with the Association of Police and Crime Commissioners and developing an e-training package for panel members.

12.4.2. Whilst crime rates overall have continued to fall, the amount of cyber or cyber-facilitated crime has grown and continues to do so. We will explore the potential impact on councils' work of cyber and cyber-facilitated crime and support councils in thinking through what this means for them in protecting themselves and their communities.

12.5. **Prevent, counter-extremism and cohesion** – the continuing conflict in Syria and Iraq, which still draws individuals and families to leave the UK and join extremist groups along with terrorist incidents in Europe we will support councils in the important roles they have in preventing terrorism, countering extremism and facilitating integration.

12.5.1. We will continue to support councils in preventing terrorism, including making the case for councils' work on this agenda to be fully funded, and we will assist them in implementing the Counter-Extremism Strategy.

12.5.2. Share councils' experiences and views on how best to encourage integration and build cohesive communities, as well as how central government can facilitate local action, with the Louise Casey review.

12.6. **Crematoria and coroners** – the inquiry by Shropshire Council into the disposal of infant and fetal remains at the Emstry Crematoria, along with the raising of concerns in some areas about out of hours provision by coroners has led to the announcement of three reviews by the Ministry of Justice and Communities and Local Government (CLG) of crematoria and coroners' services. We will respond to these reviews to ensure the interests of councils are considered and we will assist councils in improving the customer experience at crematoria.

## **Legislation**

13. A number of different areas of legislation are of direct relevance to the Board. Our ongoing work around the Psychoactive Substances Bill will continue to highlight the importance to councils of additional powers to tackle the sale of new

psychoactive substances, and will involve monitoring amendments tabled during detailed consideration of the Bill to ensure the best outcome for local authorities. We have continued to engage with the Home Office and CLG on the implementation of the prevent duty in the Counter-Terrorism and Security Act 2015 to identify gaps in support for councils, and we are considering how best the Board can support local authorities, including a possible guide for councillors to the new duty and whether we could establish a facility to allow councils to share resources. We will also keep in touch with authorities around implementation to identify any emerging problems so they can be resolved swiftly.

14. The Investigatory Powers Bill, the Extremism Bill, as well as changes to the Licensing Act 2003, all of which are expected to be introduced over the autumn, will have important implications for local authorities. The Immigration Bill will introduce new offences for illegal workers, with knock-on-effects for alcohol and taxi licensing, while the Enterprise Bill commits to reducing red tape by a further £10 billion and will expand the Primary Authority scheme. We will scrutinise and provide input as the relevant bills are introduced to ensure they can continue to protect consumers, tackle extremism and promote the night time economy while minimising the harm caused by alcohol related violence.

#### **Communications and Events**

15. There are a number of internal and external communications channels available to help the Safer and Stronger Communities Board promote the work it is doing and to seek views from our member authorities.
16. We have a full programme of conferences and events which support these draft priorities and are designed to support members and officers with new issues and improving their ability to protect the public and communities they serve. Conferences already being planned include:
  - 16.1. 16 October 2015: Taxi and PHV Licensing Conference
  - 16.2. 1 December 2015: Annual Safer Communities Conference
  - 16.3. 23 February 2016: Annual Licensing Conference
  - 16.4. 8-9 March 2016: Annual Fire Conference
17. Additionally, for the fourth year running we will also be supporting the joint TSI, CIEH and BRDO 'Year Ahead in regulatory services' conference in February 2016, using this as a platform to take forward our work on regulatory services.
18. During 2015/16 we are planning to hold a series of events to support councils' response to emergencies including flooding and extreme weather events with the involvement of other boards. As part of our support to police and crime panels we also plan to host an event for members and officers ahead of the PCC elections in May 2016.
19. We also have a dedicated section on the LGA website, regular e-bulletins with a personal introduction from the Chair of the Board (though the LGA's e-bulletins are due to be reviewed), outside speaking engagements and interviews, advisory

networks, features and news items in First magazine as well as twitter accounts which are used to keep in touch with our members.

**Next steps**

20. Following the Board's discussion, officers will prepare a detailed work programme to manage the day to day work, and the Chair will include these in our next Bulletin. The priorities agreed by the Board will also be reported back to the LGA Executive.

**Financial implications**

21. This programme of work can be delivered in existing resources.





## **LGA review of trading standards services**

### **Purpose**

For discussion and direction.

### **Summary**

This report informs the Board of an LGA review of trading standards services launched following the Board's discussion at its meeting in June.

### **Recommendation**

That the Board notes the activities outlined and provide direction on the LGA's position.

### **Action**

Officers to progress as directed

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## **LGA review of trading standards services**

### **Background**

1. At its meeting in June, the Board discussed the Chartered Trading Standards Institute's (CTSI) proposal for the creation of strategic trading standards authorities. The discussion indicated significant concern among Board members linked not only to the proposal, but also CTSI's suggestion that central government, rather than councils, should look further at the issue.
2. In response to that discussion and at the agreement of previous lead members, officers have launched a short review of trading standards services. This follows on from our earlier Remodelling Public Protection report, which highlighted the challenges regulatory services are experiencing following cuts to council funding.
3. Government has also recently launched a review of trading standards services. Led jointly by the Department for Business, Innovation and Skills (BIS) and Better Regulation Delivery Office (BRDO), this cross-government review is looking at central government's requirements from trading standards services.
4. This paper provides details of the LGA project and invites the Board's views on key issues.

### **Outline of review**

5. The project will operate on a short task and finish basis and has the following objectives:
  - 5.1. On the basis of political and senior managerial input from across local government, analyse what local government needs from its trading standards service, with reference to both the current state of the service in England and what it can practicably deliver in the context of further funding reductions.
  - 5.2. Subsequently explore and assess the options for the future of the service, with a view to outlining a series of recommended next steps.
6. As part of the research and data gathering stage, we are currently conducting a survey of all trading standards services in order to map resourcing and structures (including National Trading Standards) and reviewing the list of trading standards' statutory duties. This information will be pulled into a report intended to inform two stakeholder group discussions scheduled for October.
7. A list of stakeholder group members is included as an annex to this document. The Board are invited to nominate a representative to take part in the group's discussions.
8. The aim of the workshops is to identify and develop a local government view on the future of trading standards services, including key local service priorities (and conversely, those areas which are not local priorities) and what trading standards can feasibly be expected to deliver following significant resource reductions. This will help inform whether or not the stakeholder group believes there is a need for changes in the way trading

standards services are delivered. It will also inform any discussions with government arising from the conclusions of its review into the service.

9. Following the stakeholder workshops, we will assess progress and identify whether there is scope for further work and discussion. A final report will be published at the end of the review.

### **Key themes and questions for discussion**

10. We would welcome the Board's views on the following issues in particular:

- 10.1. In broad terms, what are the key local priorities for trading standards services? How do these differ between different councils?
- 10.2. Would the Board be concerned if central government's review proposed the removal of some statutory responsibilities that it concludes a) trading standards are not currently fulfilling and b) could be more effectively delivered by other bodies?
- 10.3. What might be the implications of devolution and new governance models on trading standards and other regulatory services?

### **Trading standards in Wales**

11. The review is limited to trading standards services in England, although we are liaising closely with colleagues at WLGA and will share the survey and other findings with them.

### **Financial implications**

12. The review is being supported through normal staff and resource budgets.

## Summary note - the future of trading standards services LGA project

### Background

In June 2015, the Chartered Trading Standards Institute (CTSI) published a vision which called for the creation of strategic trading standards authorities, potentially to operate outside of existing local government structures. CTSI argue that the current model of trading standards is 'broken' following significant cuts to trading standards, and called on government to commission detailed work on the future of the service.

The LGA recognises some of the challenges outlined by CTSI, but believes that the starting point for this type of discussion must be the service's activities and the outcomes they contribute to, rather than structures. It also believes that an analysis of this nature should be locally led and reflect the needs of local government as a whole.

### Outline and objectives

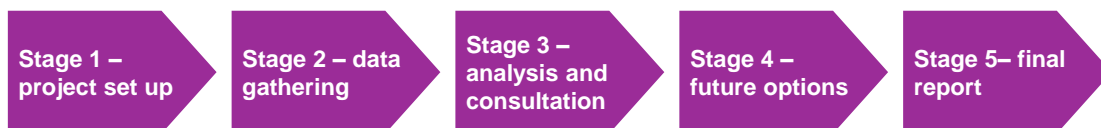
The LGA is therefore launching a piece of work to examine the future of trading standards with the following objectives:

- 1) On the basis of political and senior managerial input from across local government, analyse what local government needs from its trading standards service, with reference to both the current state of the service in England and what it can practicably be expected to deliver in the context of further funding reductions.
- 2) Subsequently explore and assess the options for the future of the service, with a view to outlining a series of recommended next steps to further explore and take forward.

The project will operate on a task and finish basis.

### Project activities and outcomes

The project will be structured in the following stages:



Key activities will include:

- Developing a comprehensive picture of the current state of the service, in terms of statutory duties, service activities, resourcing and structures and the key outcomes this supports.
- Seeking the views of councillors and senior local government managers on what local government needs from its trading standards services, including through facilitated discussions and workshops
- Identifying whether there is a consensus view of local government's requirements for the service, and the possible options for delivering this.

The project will run concurrently to BIS's review of how trading standards contributes to competition policy and better regulation, announced in July's [Productivity Plan](#). It is anticipated that the conclusions from the LGA and BIS reviews will be brought together at an appropriate point in the work.

The LGA expects to publish a final report summarising the discussions, outcomes and any planned further activity on the issue.

### Submission of views and further information

Although the LGA intends to set up stakeholder groups for this work, we welcome information and views from anyone within the local government community and beyond.

To submit information, or to find out more about this piece of work, please contact the project lead Ellie Greenwood [ellie.greenwood@local.gov.uk](mailto:ellie.greenwood@local.gov.uk)

### Stakeholder group

Name	Representing / Role
TBC	LGA Safer and Stronger Communities Board
Cllr David Burbage	LGA Conservative group (Leader, RB Windsor)
Cllr Paul Convery	LGA Labour group (Exec Member CS, LB Islington)
Cllr Adele Morris	LGA Lib Dem group (LB Southwark)
Cllr Graham Whitham	LGA Independent group (LB Sutton)
Cllr Bronwen Behan	Deputy Leader, Malvern Hills DC / Worcs Regulatory Service
Lord Toby Harris	Chair, National Trading Standards
Nathan Elvery	SSCB CEX rep (CEX LB Croydon)
Robin Tuddenham, Susan Betteridge	SOLACE Rep (Dir of Communities & Service Support, Calderdale) / Lead Officer West Yorkshire Joint Service
Phil Norrey	CEX Devon (CCN)
Richard Flinton	CEX North Yorkshire (CCN)
Steve Robinson	CEX Cheshire West and Chester (CCN)
Diana Terris	CEX Barnsley
Steve Jordan	Exec Director / Head of Paid Service, South Hams / West Devon DC
Mike Hainge	Service Director, Public Realm Milton Keynes
Yvonne Rees	Strategic Director, Customers and Communities Surrey
Richard Webb	ACTSO (Trading Standards and Comm Safety Mgr Oxfordshire)
Stuart Benson	ACTSO (Ass Head Public Protection and Business Support Cornwall)
Rob Gardner	ACTSO (Trading Standards Manager - Lambeth)
Leon Livermore	Chartered Trading Standards Institute - CEX
Melissa Dring	Chartered Trading Standards Institute - Policy Director



## **Crematoria and coroners review**

### **Purpose of report**

For discussion.

### **Summary**

This paper sets out a number of issues around cremation and coroners and a proposal for future work on this area.

### **Recommendation**

Board members are asked to agree that:

- 1) we produce a short guide for councillors to support them in scrutinising cremation provision; and
- 2) the LGA responds to the Government's consultations on crematorium and coroner provision.

Board members are asked to consider how the LGA should respond to the improvement issues raised in the crematoria review.

### **Action**

Officers to progress as appropriate.

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## **Crematoria and coroners review**

### **Introduction**

1. The provision of crematoria and burial services by local authorities has come under increasing scrutiny in recent months following the inquiry into infant cremations at Emstrey Crematorium, as well as the findings from the Scottish Bonomy Commission, and a number of other media stories over the summer.
2. The Government has announced that they will be conducting three reviews into both crematoria and coroners provision to ensure that they are answering the needs of local communities. This paper sets out the issues as well as a proposed work programme for looking at these issues in greater depth.

### **Crematoria**

3. There have been a number of investigations into cremation practices over the last year, highlighting a number of issues in infant cremation. In June 2014 the Scottish Government released the Bonomy Commission's report into infant cremations. The role of the Commission was to examine the policies, practices and legislation related to the cremation of infants in Scotland and to provide recommendations for the future. The Commission was set up in response to the findings that Mortonhall Crematorium in Edinburgh had disposed of infant ashes without their family's knowledge. Over 250 families were affected by the working practices at the Crematorium. The Report contains 64 recommendations for the Scottish Government as well as the NHS, Funeral Directors and cremation authorities.
4. The independent report into infant cremations at the Emstrey Crematorium in Shropshire was published in May this year. Emstrey Crematorium was owned and managed by the former Shrewsbury & Atcham Borough Council until April 2009, when the new, unitary, Shropshire Council came into being. Since September 2011 it was managed by Co-Operative Funeralcare on behalf of Shropshire Council.
5. The Emstrey Crematorium was investigated on its handling of the cremation of the remains of infants of up to six months old. It was reported that between 2004 and 2012 there had been 29 cremations of infants for which no ashes had been returned to families. Following a meeting between the Leader of the Council and two bereaved families an independent inquiry was set up chaired by David Jenkins, a solicitor, and former Chief Executive of Dorset County Council.
6. The inquiry set out a number of findings about the techniques and technology that were employed by Emstrey Crematorium and the effect that this had on practices and the service received by families. The report makes twelve recommendations for the Government and for Shropshire council, and takes account of the Bonomy Commission's findings.



7. The recommendations for the Government contained within the report include:
  - 7.1. Creating a single and authoritative code of practice for baby and infant cremations.
  - 7.2. Appointing an independent inspector of crematoria in line with the recommendation 63 in the Bonomy Commission,
  - 7.3. The inspector's responsibilities shall include the promotion of a single national code of practice with regard to cremator technology and techniques for infant cremations so as to maximise the chances of the preservation of ashes.
  - 7.4. Amending the Cremation Regulations in England to give effect to the Bonomy Commission's definition of ashes, which the Commission defined as "all that is left in the cremator at the end of the cremation process and following the removal of any metal".
  - 7.5. Introducing minimum standards of professional training, and for continuing professional development, for crematorium supervisory and operating staff.
  - 7.6. Giving a single official, reporting to a single minister, responsibility for coordinating the Government's approach to cremation law and practice and for drawing together different government departments policies on the subject.
  - 7.7. Considering the recommendations from the Bonomy Commission's recommendations more widely.
8. The full report can be read on the council's website:  
<http://shropshire.gov.uk/media/1540025/Independent-inquiry-report.pdf>
9. In July Daniel Kawczynski, the MP for Shrewsbury and Atcham in Shropshire, opened a Westminster Hall debate on infant cremations following the findings of the Emstrey Inquiry. The Minister, Caroline Dinenage, spoke at the debate, saying that the Government will be looking at all the recommendations coming out of the Emstrey Crematorium report and the Bonomy Commission as a part of the review.
10. The other crematoria related review the Government announced in the July Budget, will look into the size and provision of crematoria facilities to make sure they are fit for purpose and sensitive to the needs of all users and faiths. Councils need to provide good customer service to members of the public, answering the needs of all their communities at the same time as keeping costs for services reasonable. Councillors have a clear role to play to provide that reassurance to communities that their council's crematoria provision is responding to their requirements.
11. We have already begun engaging with a number of councils around their crematoria facilities and we are proposing that the LGA responds to the Government's reviews. To support councillors in their scrutiny of the services available in their crematoria we are also proposing that we produce a short guide setting out their role and some key considerations about service provision.

### **Coroners**

12. The other element of the Government's announcement in the budget was to examine coroner services and whether they are answering the needs of local communities. This was particularly aimed at reviewing the out-of-hours provision for coroners and will be run by the Ministry of Justice.
13. The review of out-of-hours coroner services follows meetings Justice Secretary Michael Gove has had with faith groups on improving coroner services, including around developing a service across London to aid the whole community.
14. The Government has made a series of changes to coroners services in recent years including the creation of a new national code of practice for coroners, the appointment of a Chief Coroner for England and Wales to oversee the coroner system, providing greater access to documents for bereaved families, speeding up the release bodies after post-mortem examination, and requiring coroners to notify the deceased's next of kin or personal representative if the body cannot be released within 28 days as well as a number of other measures to speed up processes. The MoJ's review will also be looking at the impact of these changes alongside out-of-hours services.

### **Other issues**

15. There have also been a number of other media stories over the summer on the costs associated with dying, with the BBC reporting that the costs of cremation have increased by a third since 2010. Councils do not run crematoria for profit however they need to ensure that they can cover the costs associated with cremation as well as maintaining burial grounds, updating equipment in line with emissions requirements and working to ensure that their facilities are kept up to date and meet the needs of local communities. An increase in the private provision of cremation services has also added pressure to councils' crematorium facilities and costs. The LGA responded to the news story however this is an ongoing issue.
16. Public health funerals have also become an increasing issue. There is anecdotal evidence that the number of public health funerals that councils are carrying out has increased recent. In 2010/11 the LGA calculated that the estimated total cost of public health funerals carried out by local authorities across England and Wales in 2010/11 was £2.1 million. It is very likely that this cost has gone up, and more public health funerals are being undertaken by councils. Under the Public Health (Control of Disease) Act 1984, when anyone in the area passes away outside of a hospital and there is no one else willing or able to pay, the local authority for that area must make the necessary arrangements for a public health funeral. This is a statutory duty on councils. Again this is an ongoing issue which we will continue to monitor.

### **Improvement**

17. A key objective in all three of the Government's reviews is examining whether customers' needs and expectations of their crematoria and coroners services are being

met. In outlining their plans for the reviews, the Government said that they would be looking at the findings of the Emstrey and Bonomy Commissions. Both of these reviews recommended the introduction of an independent crematoria inspector.

18. The Emstrey report said that this should be based on the duties outlined in recommendation 63 of the Bonomy Commission which called for an inspector to monitor working practices and standards at crematoria, provide feedback to cremation authorities on how they are performing and to report to Scottish Ministers as required. The Bonomy Commission also recommended that the independent inspector had authority to investigate complaints from the public about working practices and standards at crematoria, to adjudicate upon these complaints and report findings to Ministers. The Commission also said that the role of the inspector should extend to the funeral industry.
19. The Chief Coroner has a similar role in improving the quality of service provided by coroners. His Honour Judge Peter Thornton QC took up his post in September 2012. The role of the Chief Coroner includes:
  - 19.1. Providing support, leadership and guidance for coroners in England and Wales;
  - 19.2. Setting national standards for all coroners, including new inquest rules;
  - 19.3. Putting in place suitable training arrangements for coroners and their staff;
  - 19.4. Approving coroner appointments;
  - 19.5. Keeping a register of coroner investigations lasting more than 12 months and take steps to reduce unnecessary delays;
  - 19.6. Providing an annual report on the coroner system to the Lord Chancellor, to be laid before Parliament;
20. There are also national bodies for crematoria including the Institute of Cemetery and Crematoria Management as well as the Federation of Burial and Cremation Authorities. Both organisations provide training, information and guidance to their members. Given the focus of the Government reviews on ensuring that the cremation and coroners services are providing effective services to their communities it would be helpful to have member's views on how we should respond to the different ways proposed for improving the customer experience. Should this be driven at a national level by an inspector, or should the government be looking towards a sector led approach with more sharing of good practice, and with councillors scrutinising services to improve performance?

## **Conclusion**

21. It is important that bereaved families are provided with a good service when they use council crematoria and burial services. There are a number of options for achieving this which this paper sets out. There is a clear role for councillors to scrutinise these services to ensure provision is in line with local needs, as well as ensuring that the charges for these services are reasonable. Many councils are



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already working on these issues and are seeking to improve their facilities and the LGA will support that work through the activities outlined here.



## **Other Business Report**

### **Purpose**

For information and direction.

### **Summary**

This report provides an update on LGA policy work and developments affecting policing, community safety and regulatory services that will be of interest to the Safer and Stronger Communities Board.

### **Recommendation**

Members are asked to note the activities outlined.

### **Action**

Officers to progress as directed by members.

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## Other Business Report

### Policing and Community Safety Update

#### Committee on Standards in Public Life

1. At the end of June, the Committee on Standards in Public Life published ['Tone from the Top'](#), its final report from its inquiry into policing accountability. The inquiry looked at the governance structures in place for ensuring ethical standards in the conduct and performance of the police. It looked at the role of police and crime commissioners (PCCs), chief constables and police and crime panels. The Board submitted evidence to the inquiry and the Board's Deputy Chair, Cllr Brett, attended one of the stakeholder roundtables held by the Committee to consider issues arising from its findings.
2. Chapter 3 of the report which looked at accountability around conduct and performance in policing devoted a section to police and crime panels. In this it looked at how effective panels are at scrutinising PCCs, and made a number of recommendations directed at panels, the Association of Police and Crime Commissioners and the LGA on how to improve the ability of panels to scrutinise PCCs. The recommendations relating to police and crime panels or directed at the LGA are set out in **Appendix A**. Officers are drawing up a work programme to address the issues and suggestions raised by the Committee around support for police and crime panels.

#### Counter-Extremism and Prevent

3. The new duty on councils in the Counter-Terrorism and Security Act 2015 to prevent people becoming involved in terrorism came into effect on 1 July, and a workshop on implementing the new duty was held at the LGA's annual conference chaired by the Board's former chair, Cllr Lucas. Delegates heard from Calderdale and Waltham Forest Councils as well as from the Quillam Foundation, an organisation dedicated to countering extremism. The Home Office has held a series of regional events to highlight the new duty and how councils and other organisations also expected to implement it can do so. Officers have also been in discussion with Communities and Local Government officials about what further support could be offered to local authorities to help in implementing the new duty.
4. With several hundred individuals estimated to have left the UK to participate in the conflict in Syria and Iraq, and the media reporting further instances of people and groups travelling to Turkey and then onto Syria over the summer, there has been cross-party agreement about the need to tackle extremists and their propaganda. The Queen's Speech indicated an Extremism Bill would be introduced this Parliament to provide further powers to tackle extremists. Discussions have been held with officials in the new counter-extremism team in the Home Office about what provisions might be included in the Bill relevant to local authorities.
5. The Queen's Speech also indicated there would be a Counter-Extremism Strategy launched in the autumn. Further details on what this might contain were set out in a speech the Prime Minister gave on 20 July. This identified a number of reasons why young people were drawn to extremist beliefs and organisations including the role of non-

violent extremism in radicalising people, the fact extremists are drowning out voices opposed to their views, and the lack of identity some people feel with Britain. The Prime Minister indicated the Strategy would look to address these issues by confronting extremist ideology and highlighting common values such as respect for democracy, freedom of speech, equal rights and the rule of law. He also indicated the Strategy would look to tackle non-violent extremism, empower and support those challenging extremist narratives, and build a more cohesive society. In his speech, the Prime Minister went on to announce he had asked Louise Casey to review how to boost opportunity and integration in communities, with an interim report being published early next year. This report would then inform funding for a Cohesive Communities Programme in 2016.

### **Domestic Abuse**

6. In May 2015 the Sun newspaper, along with the charity Women's Aid, launched the 'Give Me Shelter' campaign against cuts in funding for refuges for women victims of domestic abuse since 2010, and for these services to be protected from further cuts. As the Conservative manifesto contained a commitment to protect women and girls from violence, the government responded to the campaign by announcing in the budget in July that it would set up a £3 million fund to encourage innovative approaches including refuge provision to help those suffering from domestic abuse. The budget also included an announcement that there would be a review of the funding of services for victims of violence against women and girls ahead of the Spending Review.
7. The LGA along with other stakeholders fed views into Communities and Local Government (CLG), the department responsible for administering the fund, over the summer. CLG wrote to council leaders and chief executives on 20 August inviting bids from councils in conjunction with specialist providers to fill gaps in specialist accommodation support for victims of domestic abuse. In particular CLG are looking for schemes that support local strategies, involve working across local authority boundaries and are innovative. The funding has to be spent by the end of the 2015/16 financial year, with bids submitted by 1 October.
8. As well as inviting bids CLG has also asked councils to provide information on the current provision of services for victims of domestic violence to help inform the government's review of services. This will inform the refreshed Violence Against Women and Girls (VAWG) Strategy expected in the autumn. The LGA has already provided an overview of local provision of services to CLG, and will be feeding in views to the Home Office as it prepares the VAWG Strategy.

### **Psychoactive Substances Bill**

9. Following publication and First Reading of the Psychoactive Substances Bill in the Lords, the Board briefed peers at key stages of the Bill's passage through the House. This included producing briefings related to amendments tabled at Committee Stage, and meeting staff in the Whip's Office in the Lords to discuss the LGA's views. In June the Board's former Chair, Cllr Lucas also met Lord Bates, the Home Office Minister with responsibility for the Bill in the Lords, to explain local authorities' concerns about the sale of new psychoactive substances, and the problems they have experienced using existing legislation. Following this meeting the September edition of First magazine carries an article from Lord Bates on the Bill.

10. The Bill has now passed across to the House of Commons. Ahead of the Commons' consideration of the legislation the Home Affairs Select Committee has announced a short inquiry into psychoactive substances and the Bill to inform the Committee Stage consideration of it. A submission has been agreed by the Board's Lead Members and sent to the Select Committee, which may result in a request to give oral evidence to the Select Committee in September or October.

### **Victims' Code**

11. The LGA responded to a Ministry of Justice consultation on its updated Victim's Code, which is being revised in line with an EU Directive on the rights of victims. MoJ sought LGA's specific views on whether the Code should extend to councils, following a suggestion from the Victim's Commissioner that trading standards should be within scope of the code.
12. Although we expressed our support for the aims of the code, we argued against the inclusion of councils in the code, on the grounds that it will create burdensome obligations relating to the rights of victims of relatively minor and sometimes technical, regulatory offences. Unfortunately, it seems likely that councils will be included within the scope of the revised code, so officers are working with officials from MoJ to reduce the impact of the code in relation to minor offences, and ensure that the new burdens created are recognised.

### **Communications data / Investigatory Powers Bill**

13. The Independent Reviewer of Terrorism Legislation's (IRTL) review of communications data and interception powers was published in June. The Board will recall that the LGA coordinated local government's input to the review, and the final report appears helpful to councils. The IRTL emphasised that communications data is 'properly and productively' used by councils and others to combat a wide range of crimes, rather than solely in relation to issues of national security and terrorism. It also noted that to access communications data, councils have to undergo 'more elaborate' authorisation procedures than other bodies, despite 'managing large areas of responsibility with diminished resources and fewer powers than most other public authorities.' The report recommended removing the requirement for councils to seek judicial approval of requests to access communications data, praising the role of the council led National Anti-Fraud Network in overseeing requests for authorisation.
14. The IRTL recommended that the introduction of consolidated and updated laws to replace the multitude of existing powers in this area. We understand that government therefore intends to use the report as the basis for the forthcoming Investigatory Powers Bill, which we expect to be introduced to the House in early 2016 following pre-legislative scrutiny in Autumn. In preparation for this, we recently submitted a business case to the Home Office outlining local government's case for maintaining access to communications data. We are also aware that, in line with a recommendation from the IRTL, government is currently considering whether it is appropriate that certain bodies (including councils) are excluded from accessing particular subsets of communications data.



## **Licensing Fees**

15. The Home Office has confirmed that it would still like the LGA to build the evidence base for localisation of licensing fees. Officers have drafted up a proposed workplan for surveying councils on licensing costs: in light of poor response rates to previous surveys, the workplan proposes to secure a financial adviser to support councils completing the survey. CIPFA have been approached as a potential provider of this advice.

## **Amendments to the Licensing Act**

16. The Home Office has notified the LGA that they are expecting to amend the Licensing Act 2003 through two Bills being brought forward in the New Year. Amendments will be made to the Late-Night levy to make it simpler to introduce; these include being able to target it at a smaller geographic area, a more equal share of the money between council and PCC, and a requirement for the PCC to spend the money in the area from which it was raised. It will also be made an offence to employ an illegal worker, and doing so will be grounds for a review. The LGA is working with the Home Office to identify a simple method for checking this status which will not be burdensome or delay the licensing process.

## **Licensing reform**

17. Cornwall Council will shortly be reporting on its work to explore the practicalities of Rewiring Licensing. The report is expected to endorse the LGA proposals and outline several key 'clusters' of licences, based on common business models, that could be created if national frameworks were suitably flexible. Cornwall will ask Government to introduce this flexibility, but has also identified a number of improvements that they can make now. The LGA will continue to work closely with Cornwall and other councils within an interest in being pathfinders.
18. The LGA has conducted a survey of councils over their ability to accept online licence applications and payments. This has been a requirement since the implementation of the EU Services Directive in 2009, but a number of councils report issues with providers. This includes the Government's Gov.Uk service which provides a free of charge service to councils that sign up. The LGA will be using the results of the survey to work with Gov.Uk and the Better Regulation Delivery Office to take forward improvements. Elements of this work are also included in the LGA's wider spending review bid to improve councils' digital services.
19. The LGA has also been conducting surveys into the value of public notices in newspapers. The LGA contends that these notices are ineffective and costly, and surveys of councils, residents and businesses are being conducted to identify the true costs of this method of communicating. There has been enthusiastic support for this position from businesses. 20 pilot areas are trialling alternative methods of keeping the public informed, under a joint scheme between the LGA and DCLG.

## **Institute of Licensing**

20. The Institute of Licensing has published a set of principles for designing conditions imposed on licences. The document contains a shortlist of 43 template conditions which they believe cover most eventualities. This work has been produced following examples

from industry and councils of poorly drafted, unenforceable conditions and licences that run to several pages.

21. The LGA's response recognises the need for improved training on designing enforceable conditions, and welcomes the set of principles outlined in the document. However, we oppose the publication of the shortlist of conditions on the grounds that councils' discretion to respond to local issues should not be constrained and would run counter to the localised approach of the Licensing Act 2003. The response encourages the IoL to commit to ongoing training work on licensing conditions, through its publications and events.

### **Taxi & PHV Licensing**

22. Cllr Blackburn has written to Andrew Jones, Minister for Transport, to further express our concern at the decline in quantity and quality of data shared by the police when new licences are being considered. This is counter to guidance from the National Police Chief's Council and is causing serious concern among licensing authorities. The letter asks the Minister to engage with his counterparts at the Home Office to address the issue.
23. The LGA is holding a further Taxi & PHV Conference on 16 October. This will explore changes and challenges to the licensing system. Topics covered include the rise of Uber (who will be presenting), a new database that could share intelligence between councils and the police, and disability issues (following a significant fall in the number of licensed vehicles that are accessible). The Department for Transport have also been invited to talk about their plans following the Law Commission report.

### **Gambling**

24. Cllr Page met with the Betting and Amusement Arcade Trade Association (BACTA) to discuss issues around licensing, including views on Fixed Odds Betting Terminals. Officers held a follow up meeting to identify specific regulatory issues to feed into work to improve regulation.
25. Also on FOBTs, Newham council's Sustainable Communities Act proposal to reduce FOBT stakes to £2 was, as expected, rejected by Government in July. Newham have chosen to appeal the decision. The LGA, in its formal SCA role of selector, is responsible for considering this review. Following an appeal, the selector panel (made up of representatives of the four political groups) have four months to review the evidence, during which they can invite the council that submitted the application to give oral evidence. Having done so, the selector panel can either decline the appeal, or re-submit the proposal to the Secretary of State for review, in which case DCLG is obliged to try to reach agreement with the Panel within six months.
26. As the LGA has never managed an SCA appeal before, lead officers for the SCA are currently finalising the appeal processes, while political groups have each been asked to nominate a representative for the selector panel.
27. Councils are making progress on revising their licensing statements to reflect changes to the Gambling Commission's codes of practice, including the new requirement on operators to conduct risk assessments. This is leading to some industry challenge, as



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there is a degree of variation in how councils are approaching the issue; however, examples of issues sent in by the industry suggest that the main issue is industry disquiet with the new requirements, rather than flaws in the approach that councils are taking.

**Next steps**

28. Members are asked to note and comment on the issues above.

**Financial Implications**

29. None.



**Appendix A**

Committee on Standards in Public Life inquiry on police accountability

Recommendations relating to police and crime panels

**Recommendation 4**

The Association of Police and Crime Commissioners, Association of Policing and Crime Chief Executives, the National Police Chiefs' Council and Local Government Association should work collaboratively to produce a model Memorandum of Understanding between the PCC and Chief Constable to include working arrangements, recognition of the role of statutory officers and a supporting statutory officer protocol.

**Recommendation 8**

Drawing on existing good practice and experience, the Association of Police and Crime Commissioners, Association of Policing and Crime Chief Executives and the Local Government Association should work together to develop national guidance on the meaning of a decision of 'significant public interest', so that it is better understood when PCCs should publish records of such decisions.

**Recommendation 9**

Police and Crime Panels should review the PCC's Annual Report in public session attended by the PCC as part of their annual scrutiny programme and make any recommendations as appropriate.

**Recommendation 10**

As a matter of good practice:

- PCCs should publish a forward plan of decisions identifying the subject matter of the decision, why it is key, the meeting at which the decision is due to be taken, who will be consulted before the decision is taken and what reports/papers will be available for inspection; and
- Police and Crime Panels should produce a forward plan of work specifying, as appropriate, the information required from PCCs in order for them to carry out that work.

**Recommendation 11**

The Home Secretary should conduct an urgent review of whether there are sufficient powers available to take action against a PCC whose conduct falls below the standards expected of public office holders.

**Recommendation 19**

The Committee endorses the Home Affairs Committee's recommendations that:

- the Home Office bring forward proposals to amend the powers of commissioners to suspend or remove chief constables under Section 38(2) and 38(3) of the Police Reform and Social Responsibility Act 2011 by stipulating the grounds on which they may do so.
- the Home Office should also provide guidance to commissioners on the use of their powers in both respects. In the case of a suspension there should also be a clear system of safeguards similar to those which guide suspension in respect of conduct.
- Police and Crime Panels inquire and report into the circumstances whenever a chief constable's service is brought to an end irrespective of whether the Schedule 8 scrutiny process is formally engaged.

- the Home Office bring forward proposals to extend the Schedule 8 process to include scrutiny by the police and crime panel where a commissioner chooses not to agree to an extension of the chief constables' contract to bring it in line with the process for the removal of a chief constable.

Other relevant suggestions from the Committee

**Paragraph 3.92**

It is therefore timely for the LGA, Centre for Public Scrutiny and individual authorities to develop practical ways to enhance support and training of Police and Crime Panels and their members.

**Paragraph 5.63**

It is therefore timely for the LGA, Centre for Public Scrutiny and individual authorities to develop practical ways to enhance support and training of Police and Crime Panels and their members (around handling complaints against PCCs).

**Appendix F - Training**

The Committee believes that the LGA should consider extending its provision of support for Panels by providing e-training for Panels as it is cheap (once the training is drafted) and can be done in members' own time. The LGA could provide a coordinating role with the Home Office providing input. The Committee has heard that it is difficult to get Panel members together outside a meeting and funding for Panels is clearly limited in areas where local authorities do not contribute. E-training allows members to pick and choose which modules to complete as some members will already feel confident of their skills in particular areas.

**Appendix F - Diversity**

Evidence from Professor Gains argues that Panels do not reflect the diversity of the public they represent, with only 28% of Panel members being female in the first year of their creation. Professor Gains said "what is lost from the arrangements governing composition of police committees, to the criteria for composition of the Police and Crime Panels, is ensuring diversity in the make-up of the panel. We are concerned that panels may become unrepresentative in other ways of the populations they serve." Professor Gains told the Committee that the issue of wider diversity and the public's acceptance of this needs addressing. This is an important matter of legitimacy to which the Home Office and LGA should give further consideration. To achieve it would require either or both statutory changes in the constitution of panels and in the demographic make-up of the pool of eligible councillors.

## Note of last Safer & Stronger Communities Board meeting

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<b>Title:</b>	Safer & Stronger Communities Board
<b>Date:</b>	Monday 8 June 2015
<b>Venue:</b>	Westminster Suite, 8th Floor, Local Government House, Smith Square, London, SW1P 3HZ

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### Attendance

An attendance list is attached as **Appendix A** to this note

Item	Decisions and actions	Action
<b>1</b>	<b>Farewells</b> <p>The Chair announced that it would be Helen Murray's last meeting as Head of Programmes for the Safer and Stronger Communities Board, as she was to become the LGA's new Principal Advisor in the West Midlands. The Board paid tribute to Helen's advice and leadership over the last few years and thanked her for her hard work.</p> <p>The Chair also announced that she would be standing down as Chair of the Board in the Summer. She thanked members for their support over her time as Chair, and members paid tribute to her hard work on behalf of the Board.</p>	
<b>2</b>	<b>HMIC - Policing in Austerity and PEEL</b> <p>The Chair introduced Adam Pemberton from Her Majesty's Inspectorate of Constabulary (HMIC). HMIC had been leading a debate in policing circles about how the service should address further budget reductions, and had also introduced a new assessment process for police forces entitled 'police effectiveness, efficiency and legitimacy programme' or 'PEEL'.</p> <p>Adam Pemberton explained that following the publication of HMIC's 'Policing in Austerity: Meeting the Challenge', a National Debate Advisory Group had been formed to lead the debate. The Group were looking at how forces had dealt with 4/5 years of austerity and the necessity to rethink how services were delivered if austerity continued for a further period. Police and Crime Commissioners, unions, the private sector and staff associations had been involved in the debate, with two large scale events having taken place to consider the issues. There was a consensus that the police needed to build capability, have an increased focus on online and digital crime, and work more on a cross-force basis. Preventative and reactive neighbourhood policing should be preserved, as should the requirement to work closely with local partners. The Group's work would be passed on to Home Office Ministers and civil servants to continue the dialogue with government.</p>	

Regarding the programme of PEEL inspections, the aim was to draw together a rounded assessment of the breadth of policing. Work was ongoing to develop a full PEEL inspection to publish in 2016, with a focus on efficiency, effectiveness and legitimacy. The efficiency strand of work was almost complete. The legitimacy strand would focus on the consent of the public, and the question of whether forces worked in a fair way. Work on effectiveness was the largest piece of work, as it related to how forces dealt with victims, vulnerable people, serious organised crime, and how effective the police were in investigating crime. The full assessment should be complete by February 2016.

In the discussion on the report, the following issues were raised:

- The LGA had been represented as part of the debate on policing in austerity, and HMIC would continue to work with local government as the debate continued.
- Members raised concern that the final report on PEEL would be published only a few months before the Police and Crime Commissioner elections in 2016. Adam Pemberton explained that the report could not be published any later for that reason.
- Members wondered how the inspections would drive more integrated working between the police and local government given there was a question about the role of HMIC in looking at the relationship the police have with partners. They also expressed a wish for local authorities to be involved in the stakeholder group looking at the legitimacy strand of the PEEL framework.
- The Policing in Austerity report did not set out all the answers to how the police service could be funded going forward as it was aimed as a discussion paper. The next stage of the work would then look at what the local integration should look like.
- Local authorities would not want more inspections, so it was important for HMIC to help partners work more effectively. Local authorities were already working well with the police on tackling anti-social behaviour and the night-time economy.
- Consideration should be given to areas where, as a result of a contracting public sector, police first responders were dealing with emergency medical care as ambulances took longer to respond.
- The police could not deliver value for money until it addressed the issue of the number of forces and force mergers. Consideration should be given to how the boundaries of Police and Crime Commissioner areas would work if forces were to merge.
- Counter terrorism should be moved to a national level to achieve more savings at a local level.
- The idea of providing forces with greater financial flexibility should be explored, including the possibility of local sponsorship for particular programmes of work. Forces were in different positions in respect of funding, through precept or other local sources, but all fundraising methods should be considered and the Home Office were looking at this nationally.
- There was a need for more blue light collaboration, but the idea of having fire and rescue services under Police and Crime Commissioners was unhelpful for local government.
- When the report from the National Debate Advisory Group on policing in austerity was published there would be a requirement for the Board to consider what devolution would look like in the



context of community safety.

- Inspections were time consuming for police forces, but HMIC was continuing to work to ensure that they were as effective as possible.

The Chair thanked Adam Pemberton for attending the meeting and commented that local government would continue to pay its part in working with the police at local and national level.

### **Decisions**

- The Board noted HMIC's work on policing in austerity and the inspection of police forces.
- The Board agreed that the new Board should consider the report from HMIC's National Debate Advisory Group when it was published.

### **Action**

- Officers to update the Board on HMIC's work on the national debate and PEEL when the current work was complete.

## **3 Queen's Speech 2015**

Mark Norris, Principal Policy Adviser, introduced the report which reflected on the six bills of interest to the SSC Board which were set out in the Queen's Speech on 27 May.

The LGA had been calling for a Psychoactive Substances Bill since 2014, and the Chair had been interviewed in local and national press on the announcement of the Bill in the Queen's Speech. In general the Bill set out what the LGA were asking for, but officers would continue to monitor progress, and any amendments, as it passed through both Houses.

The Cities and Local Government Devolution Bill would be considered in the first instance by the LGA Leadership Board, but the Bill had implications for policing given the possibility of combining the role of Police and Crime Commissioner with elected mayors. It was currently unclear how this would work with regard to police force boundaries and where forces worked in close cooperation, and the Board may need to consider this in more detail later in the year.

The Enterprise Bill provided an opportunity for the Board to press government to reform licensing as proposed in the 'Rewiring Licensing' publication, and further detail would be considered in due course.

The remaining Bills (Extremism, Investigatory Powers, and Policing and Criminal Justice) would be of interest to the Board, but in areas outside of legislation. Officers would monitor progress and forward responses to the Board if required.

The Investigatory Powers Bill would allow police and security services to access communications data they argue they need to investigate offences and bring prosecutions as more communications took place over the

internet. This may lead to a debate about local authority access to communications data, and Channel 4 had recently reported on areas where councils had used data inappropriately.

In the discussion on the report, the following points were raised:

- There should be no complacency over the Psychoactive Substances Bill, and the Board should continue to closely monitor progress.
- The Psychoactive Substances Bill should include provision for where substances are not used in public places, and there should be provisions to ensure that the impact of the legislation once introduced was reviewed.
- It would be useful for the Chair of the Board to meet with Chairs of other Boards on areas where work overlapped, e.g. work on CSE with the Children and Young People's Board, as this approach had worked well in the past.
- Local government should take an active and leading role in providing evidence for the Enterprise Bill considerations on trading standards and regulatory authorities.
- The Board in September could take a view on the need for consideration of knife crime, and if greater penalties should be introduced to deter offenders.
- The Fire Services Management Committee and the Fire Commission had raised cross-party opposition to the possibility of Police and Crime Commissioners having control of the fire service. The Board would have to ensure that the debate was raised, although the government were only discussing the idea currently.

#### **Decision**

- That the Bills in the Queen's Speech of interest to the Board be noted.

#### **Action**

- Bills to be kept under review by officers, and Board to be updated on progress in due course.

#### **4 Chartered Trading Standards Institute (CTSI) Proposals for the Future Structure of Trading Standards Services**

Ellie Greenwood, Senior Advisor, introduced the report which informed the Board on the development of proposals by the Chartered Trading Standards Institute (CTSI) for the future of local trading standards services.

Members noted that the paper by CTSI included a number of high level recommendations. An initial paper outlining the proposed approach had been circulated to CTSI members following a 2014 workforce survey and a comprehensive research project into trading standards services at 13 councils. The paper proposed a strategic trading standards model taking into account population size, number of businesses, geography and infrastructure links, key partners and emerging models of government.

CTSI proposed that core funding be allocated directly from central government, but with authorities being permitted to undertake income generating activities. A mixed governance model was also proposed, including elected members, business representatives and the third sector.

Some issues raised by CTSI had previously been raised in the LGA publication 'Remodelling Public Protection', including that trading standards budgets had been reduced significantly, and that there might be a need to review existing structures. The proposals were at an early stage, and CTSI were inviting the government to commission more detailed work on the structure, funding and governance of strategic authorities.

In the discussion on the report, the following points were raised:

- The position on core funding from central government should be clarified. It would be better for the sector for funding to go directly to local authorities. The LGA should not engage with a holding response, but should clarify that core funding would be better if given directly to local government.
- Ring fencing proposals should be challenged, so that positive outcomes could be achieved in a more flexible way. Ring fencing was counter to the national direction of travel and was not without risks – the public health budget had been unexpectedly cut by £200 million. The issue of professional boundaries needed to be addressed and members asserted that councils knew about the importance of trading standards even though it was not raised on the doorstep.
- It would be useful to have a model of what good looked like in different types of authorities, e.g. small unitaries, rural authorities, large metropolitan authorities.
- The idea that there should just be greater collaborative working with the police also needed to be challenged given the importance of licencing and other regulatory issues.
- A draft response to the CTSI proposals should be circulated to the Board before submission.

### **Decisions**

- The board noted the activities outlined in the report.
- A response to the CTSI proposals should be drafted and circulated to the Board prior to submission.

### **Action**

- Officers to circulate a draft response to the Board.

## **5 End of Year Board Report**

Helen Murray introduced the report, which provided an overview of the issues and work which the Board had overseen over the previous year. Suggested priorities and programmes of work for 2015/16 were also highlighted.

Members noted that particular achievements for the Board were the Betting Commission, work on taxi licensing, and the joint bid with Barnardo's to establish the National FGM centre. The Board would be running three events at the LGA Annual Conference in relation to night-time economies, terrorism, and the role of the fire and rescue service in public health.

Members asked that the first meeting of the new Board cycle in September should include an 'unfinished business' section on work which was still ongoing and should be a priority for the Board in 2015/16.

### **Decisions**

- Members noted the achievements against the Board's priorities in 2014/15, the sessions which the Board was running at the LGA's Annual Conference, and the Board's priorities areas for 2015/16.
- Members agreed the programme of meetings for 2015/16.

### **Action**

- Add an update on 'unfinished business' to the agenda for the first Board meeting of the 2015/16 cycle.

## **6 Regulatory Services Update**

Ian Leete, Advisor, updated the Board on LGA policy work and developments affecting regulatory services since the previous meeting.

Members noted that a final decision had been made in the case of *Hemming v Westminster* at the Supreme Court on licensing fees. Westminster's appeal was upheld which was a very positive outcome for local government. One issue around charging fees had been directed to the European Court of Justice and a further update on the outcome of that decision would be provided in due course.

Following a consultation on licensing fees in 2014, the government announced in February that it had decided against the introduction of locally set licensing fees. The decision had been taken due to a low response rate to the consultation's request for detailed information on current costs of running the licensing framework. The statement announced that the government would ask the LGA to build the evidence base to inform a future decision. Cllr Page reported that he had met with the outgoing Minister to discuss the issue and agreed the level of evidence that was needed. However, a follow-up letter should be sent to the new Ministerial team to confirm that there was still an interest in taking this policy forward. LGA officers would continue to liaise with Home Office civil servants on the issue and a further update would be provided in due course.

The Board welcomed the news that two very successful conferences on taxi licensing had been held in March 2015, with over 200 delegates attending events in Manchester and London. The revised and expanded taxi licensing handbook for councillors had been launched at the events and had been well received. The handbook had been circulated to all

councils.

Members noted that the gambling handbook had been refreshed following recent and forthcoming changes announced by the Gambling Commission. The new handbook would be re-launched within the next few weeks. The LGA had also co-funded research into the social impact of gambling with Westminster and Manchester councils, which should be completed by September 2015.

**Decision**

- Members noted the report.

**Actions**

- Further updates on outstanding Hemming v Westminster charging issues and the outcome of gambling research to be provided at a future meeting.
- Officers to speak to the Home Office about the offer made before the election to survey councils on licensing fees.

**7 Notes of Previous Meeting**

Members agreed the notes of the meeting held on 23 February 2015 as correct.

**Appendix A -Attendance**

Position/Role	Councillor	Authority
Chairman	Cllr Ann Lucas OBE	Coventry City Council
Vice-Chairman	Cllr Joanna Spicer MBE	Suffolk County Council
Deputy-chairman	Cllr Lisa Brett	Bath & North East Somerset Council
	Cllr Philip Evans JP	Conwy County Borough Council
Members	Cllr Janet Daby	Lewisham London Borough Council
	Cllr Kate Haigh	Gloucester City Council
	Cllr Tony Page	Reading Borough Council
	Cllr Sophie Linden	Hackney London Borough Council
	Cllr Joanna Gardner	Kensington and Chelsea Royal Borough Council
	Cllr Morris Bright	Hertsmere Borough Council
	Cllr Thomas Fox	Scarborough Borough Council
	Cllr Ian Gillies	City of York Council
	Cllr Anita Lower	Newcastle upon Tyne City Council
	Cllr Colin Mann	Caerphilly County Borough Council
Observer	Cllr Kay Hammond	Surrey County Council
Apologies	Cllr Mike Connolly	Bury Metropolitan Borough Council
	Cllr Michael Payne	Gedling Borough Council
	Cllr Nick Daubney	King's Lynn & West Norfolk Borough Council
	Cllr Nick Worth	South Holland District Council
In Attendance		
LGA Officers		
Helen Murray		
Mark Norris		
Ellie Greenwood		
Ian Leete		
Charlotte Breen		
Lucy Ellender		
Paul Goodchild		



# LGA location map

## Local Government Association

Local Government House  
 Smith Square  
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Tel: 020 7664 3131  
 Fax: 020 7664 3030  
 Email: [info@local.gov.uk](mailto:info@local.gov.uk)  
 Website: [www.local.gov.uk](http://www.local.gov.uk)

## Public transport

Local Government House is well served by public transport. The nearest mainline stations are: Victoria and Waterloo: the local underground stations are

**St James's Park** (Circle and District Lines), **Westminster** (Circle, District and Jubilee Lines), and **Pimlico** (Victoria Line) - all about 10 minutes walk away.

Buses 3 and 87 travel along Millbank, and the 507 between Victoria and Waterloo stops in Horseferry Road close to Dean Bradley Street.

## Bus routes – Horseferry Road

- 507** Waterloo - Victoria
- C10** Canada Water - Pimlico - Victoria
- 88** Camden Town - Whitehall - Westminster - Pimlico - Clapham Common

## Bus routes – Millbank

- 87** Wandsworth - Aldwych
- 3** Crystal Palace - Brixton - Oxford Circus

For further information, visit the Transport for London website at [www.tfl.gov.uk](http://www.tfl.gov.uk)

## Cycling facilities

The nearest Barclays cycle hire racks are in Smith Square. Cycle racks are also available at Local Government House. Please telephone the LGA on 020 7664 3131.

## Central London Congestion Charging Zone

Local Government House is located within the congestion charging zone.

For further details, please call 0845 900 1234 or visit the website at [www.cclondon.com](http://www.cclondon.com)

## Car parks

Abingdon Street Car Park (off Great College Street)

Horseferry Road Car Park  
 Horseferry Road/Arneway Street. Visit the website at [www.westminster.gov.uk/parking](http://www.westminster.gov.uk/parking)

