

Your ref  
Our ref  
Ask for Christine Lewis  
email christine.lewis@lichfielddc.gov.uk

**District Council House, Frog Lane  
Lichfield WS13 6YU**

Switchboard +44 (0) 1543 308000  
Fax +44 (0) 1543 309899  
Direct Line +44 (0) 1543 308065  
Minicom only +44 (0) 1543 308078

17<sup>th</sup> March 2015

Dear Sir/Madam

**COMMUNITY HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE**

A meeting of the above mentioned Committee has been arranged to take place on  
**WEDNESDAY 25<sup>th</sup> MARCH 2015 at 6.00 p.m.** in the **COMMITTEE ROOM**, District Council  
House, Lichfield to consider the following business.

Yours faithfully

*R. K. King*

Strategic Director

To: **Members of Community Housing and Health (Overview and Scrutiny) Committee:**

Councillors Marshall (Chairman), Warfield (Vice-Chairman), Mrs. Woodward (Vice-Chairman), Mrs. Allsopp, Mrs. Bacon, Mrs Bland, Mrs. Evans, Mrs Flowith, Humphreys, Ms. Perkins, Salter, Taylor and Tittley



## AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. To approve as a correct record the minutes of the Meeting held on the 14<sup>th</sup> January 2015 (copy attached)
4. Health Issues
  - a) Proposed Closure of a Branch Surgery (copy attached)
  - b) Burntwood Health Centres (verbal report)
5. Feedback Items
  - a) Feedback from Staffordshire Health Select Committee (copy attached)
  - b) Feedback from the Police and Crime Panel (copy attached)
6. Community Safety Delivery Plan 2015 - 18 (copy attached)
7. Locality Commissioning Update (copy attached)
8. Activity and Performance Indicators 2015/16 (copy attached)
9. Work Programme and Forward Plan

RESOLVED: "That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972"

### IN PRIVATE

10. To approve as a correct record the Confidential minutes of the Meeting held on the 14<sup>th</sup> January 2015 (copy attached)

### **Briefing Papers**

Disabled Facilities Grants

**COMMUNITY, HOUSING AND HEALTH  
(OVERVIEW AND SCRUTINY) COMMITTEE**

**14 JANUARY 2015**

**PRESENT:**

Councillors Marshall (Chairman), Warfield (Vice Chairman), Mrs Woodward (Vice-Chairman), Mrs Allsopp, Mrs Bland, Evans, Humphreys, Ms Perkins, Salter, Taylor and Tittley.

**APOLOGIES FOR ABSENCE:** were received from Councillors Mrs Bacon and Mrs Flowith.

(In accordance with Council Procedure No. 17 Councillor Greatorex also attended the meeting.)

County Councillor David Smith also attended the meeting to as the County Council's representative from the Health Staffordshire Select Committee

**DECLARATIONS OF INTEREST**

There were no declarations of interests

**MINUTES**

The Minutes of the Meeting held on 29<sup>th</sup> September 2014 were taken as read, and approved as a correct record and signed by the Chairman.

**RESOLVED:** That the Minutes of the Meeting held on 29<sup>th</sup> September 2014 be approved as a correct record

**HEALTH ISSUES**

**(a) Community Hospitals Consultation - Sir Robert Peel**

Members received an update following the consultation to close the day case theatre at the Sir Robert Peel Hospital (SRP). It was reported that the Board of the Burton Foundation NHS Trust had met and following the responses received, had agreed to keep the day case theatre open until June 2015 to allow for an action plan to boost activity at the theatre to be implemented. It was noted that Engaging Communities Staffordshire would also be conducting an audit into claims that some patients had not been given the SRP hospital as a choice of venue for their operations.

Some Members were concerned that keeping the theatre open, even if temporarily, did not deal with the fact that further investment would soon be needed in the equipment and facilities at SRP. Other Members welcomed the result and the decision to re-consider the proposal to close.

It was noted that the Committee were still awaiting clarification regarding the cost of this consultation exercise.

**RESOLVED:** That the information received be noted.

**(b) Burntwood Health Centres**

Members received an update and it was reported that the temporary health and wellbeing centre (located on the Burntwood Leisure Centre site) had received planning permission to continue for a further five years and that the land owner (CISWO) had also renewed the lease for a similar duration.. NHS England has renewed the contract for the provision of medical services delivered from this centre.

It was noted that it was still planned for development to begin on the new Greenwood House health centre in the summer.

Members then noted that NHS England had made £75k available for investment in the Fulfen practice's surgery at Chasetown and this premise is now up to a better standard. It was reported that the Salters Meadow practice had been assessed and has been deemed satisfactory for the next five years. Councillor Mrs Evans raised a general concern that the family health services continued to be inadequate in Burntwood and that there would be further emerging pressures with the development of new houses. Pressures are exacerbated by the 'distressed' health economy in the county which may deter doctors from wishing to work locally.

**RESOLVED:** That the information received be noted.

**(c) Code of Joint Working Arrangements with Healthy Staffordshire Select Committee**

Members received a copy of the revised Code of Joint Working Arrangements as approved by the Healthy Staffordshire Select Committee. It was requested that the Community, Housing & Health Overview & Scrutiny Committee adopt this revised code as it had the remit for health scrutiny at District Council level.

The Committee felt that there should be an opportunity to allow any Member of the CHH Committee to attend the Select committee and have voting rights if the Chairman was unavailable. This matter will be raised with officers at the County Council to clarify the voting position of any substitute Member

**RESOLVED:** That the revised Code of Joint Working Arrangements be adopted

**(d) Feedback from Staffordshire Health Select Committee**

The Committee received notes from the recent meeting of the Staffordshire Health Select Committee. It was reported that the Chairman had attended the meeting on the 13<sup>th</sup> January 2015 and gave the Committee a synopsis of what had been discussed. It was noted that the County Cabinet Member for Health, Care and Wellbeing had also attended the meeting to give an update on the modernisation of day opportunities for people with learning disabilities.

County Councillor David Smith invited the Committee to attend a meeting of the Staffordshire Health Select Committee if they wished to do so and also reminded Members that if there are queries that they wished to be raised, to notify him and he would raise them on their behalf.

**RESOLVED:** That the report be noted.

*County Councillor Smith left the meeting at this point.*

## **MID YEAR PERFORMANCE REPORT – ONE YEAR ACTION PLAN 14/15 FOR COMMUNITY, HOUSING AND HEALTH DIRECTORATE**

The Committee received a report on progress against the activities and projects set out in the Directorate's One Year Action Plan for 14/15. It was noted that key performance indicators relating to activity during the first six months of the year were also included in the report. It was noted that income from the Community Transport service had increased and that anti-social behaviour cases dealt with by the District Council was now being measured. It was also reported that there had been no real change in performance from the Connects team despite the changes in the benefits system. It was then reported that there had been a reduction in expenditure for bed and breakfast for housing needs.

Members felt the performance indicators were positive and asked for congratulations to be passed on to the staff. However, concerns were expressed that capacity issues following reductions in staffing numbers could cause a tipping point where performance begins to suffer.

Members asked why the number of passengers using Community Transport was showing a downward trend and it was reported that it may be due to the type of passenger using the service and also that seasonal use could be a factor. The Cabinet Member agreed to monitor the situation.

**RESOLVED:** That the report be noted.

### **DIRECTORATE TOP 10 – 15/16**

The Committee received a report on the top 10 issues which are facing the Community, Housing and Health Directorate in 2015/16.

Members commented on the risk arising from the capacity of staff to deliver the Top 10. It was noted that the Top 10 format was to simplify the process and enable officers to focus on a smaller range of priorities. .

**RESOLVED:** That the report be noted.

### **ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014**

The Committee received a report on the Anti-Social Behaviour, Crime and Policing Act 2014 along with proposed changes to delegated powers and levels of Fixed Penalty Notices (FPN) pertaining to the Act. It was noted that an amendment to the scheme of delegation had been circulated to Members.

Members emphasised that care needed to be taken to only authorise suitably qualified and experienced staff to implement the powers under the Act; ultimately officers could be required to attend court and therefore this level of responsibility would need to be restricted. It was explained to Members that relevant officers each hold a card which lists the roles for which they are individually authorised in relation a range of legislation. The authorisation is given by the Director or Environmental Health Manager having regard to the skills and experience of each individual, also to ensure sufficient capacity across the team to fulfil statutory duties. This is a very longstanding practice across the environmental health profession.

Members discussed a possible reduction in the fee for early payment of a FPN and whether this would encourage payment. They considered the relative merits of a

discounted charge ranging between £60 - £80. Members felt that a discount of £20 was sufficient to encourage payment of the FPN. Members were reminded that the purpose of the FPN was as a deterrent to anti social behaviours rather than an income stream for the Council and therefore the level of fee should be set accordingly. Members were advised that early payment for dog fouling and litter had been set at £80 with a £10 reduction for early payment. The Committee recommended that the same level was set for FPNs issued in accordance with the ASB, Crime and Policing Act.

**RESOLVED:** (1) That the requirements contained within the Anti-Social Behaviour, Crime and Policing Act 2014 be noted; and

(2) That the proposed delegations and levels of Fixed Penalty Notices be endorsed subject to the early payment amount being £70 instead of £80.

## **EQUALITY STATEMENT**

The Committee received a report on the proposed Equality Statement for 2015 prior to submission to Cabinet. It was reported that the value of conducting impact assessments could be seen in tasks including the Local Plan, Mobile Homes Fees Policy and Community Transport Dial-a-Ride scheme. It was reported that the intention was for impact assessments to become a matter of course.

Councillor Ms Perkins requested that along with the more common groups, trans-gender and trans-sexual groups are also considered when assessing impact; it was felt that the needs of these groups are often overlooked Members were keen to ensure that the equality impact of all Service Reviews should continue to be assessed in detail and the potential impacts on people with protected characteristics be thoroughly considered

Members felt that the District Council should use its community leadership role to set the standard for developing and promoting a culture of equality and non discriminatory practice; reference was made to the recent Peer Review and the need to ensure relationships between Members and officers do not become too close

Councillor Mrs Woodward expressed concern that there may still be differences in the treatment of male and female officers within the Council and it was felt that positive change should be promoted. Members (including the Equalities Champion) and officers have a responsibility to facilitate this so that the District Council can evidence that it is an organisation which welcomes diversity. It is important that everybody recognises the importance of equality issues and it was suggested that attendance at equality training should be obligatory for all Members post election. Whilst noting that some incoming Members will be familiar with equality issues from their own workplace and previous training / experience, it was suggested that a further recommendation for mandatory equality training should be included in the report to Cabinet.

The Cabinet Member reported that although it may take longer, a cultural change would happen and a new Council after the election would aid this.

**RESOLVED:** (1) That the Equality Statement for 2015 be recommended to Cabinet for approval; and

(2) That Cabinet be recommended to make training on Equality mandatory training for Members after the may elections.

*Councillor Ms Perkins left the meeting at this point*

## **LOCALITY COMMISSIONING**

The Committee received a report on the principles of locality commissioning, how it affects other partners and the measures taken to keep the process as transparent as possible. It was reported that the closing date for bids was the 2<sup>nd</sup> January 2015 and 80 bids had been received against a budget of £0.5million. It was noted that there had been no bids against the Lot for preventing homelessness.

Councillor Mrs Woodward was concerned that there was a lack of Member engagement in the process and information only filtered through once a decision on awards for funding had already taken place. She felt that local intelligence was invaluable and that Members would be able to comment on the capacity of organisations to perform. She felt that an early view of the recommendations of the Local Commissioning Panels to the Board would be useful.

Councillor Greatorex reminded Members of the steps taken to keep the locality commissioning process as transparent as possible. Members of this Committee had set the priorities for investing the LDC element of the locality commissioning budget including making a late change to include an allocation for homelessness in recognition of the Supporting People cuts. The process had not been greatly dissimilar from three years ago when all bids had been scored by officer panels which is again the approach being used in the locality commissioning process. Cllr Greatorex also referred to the knowledge and expertise within the Panels' membership and his view that this is an officer role.

**RESOLVED:** That the report be noted.

## **COMMUNITY CONSULTATION 2014**

The Committee received a report on the outcome of the Community Consultation carried out in May – June 2014 and the statistical results of the exercise and key findings.

The results were discussed by the Committee and it was noted that some general trends had been identified including the civic car and Garrick spending. It was also noted that it may not be that simple to just cut a service as there may be some underlying implications which have not been considered. It was noted however that there may be different ways of doing things and these would need to be investigated.

Officers and Members of the Task Group were thanked for their hard work to date.

**RESOLVED:** That the report be noted.

## **WORK PROGRAMME AND FORWARD PLAN**

Members discussed the Work Programme and it was noted that the item of Burntwood Health Centres would be considered at the March meeting. An update on Disabled Facilities Grants was requested. It was agreed that a report on DFG's be added to the work programme. It was reported that there would not be a report to

Cabinet about the Better Care Fund as it was no longer required for the District Council to enter into a legal agreement.

**RESOLVED:** That the Work Programme and Forward Plan be noted and amended where necessary.

(The Meeting Closed at 8.37pm)

CHAIRMAN



**SUBMISSION TO COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND  
SCRUTINY) COMMITTEE**

**Date:** 25th March 2015

**Agenda Item:** 4a

**Contact Officers:** Ken Deacon/Rebecca Woods

**SUBMISSION BY THE MEDICAL DIRECTOR NHS ENGLAND – NORTH  
MIDLANDS**

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| <b>PROPOSED CLOSURE OF A BRANCH SURGERY</b> |
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| <b>1. Purpose of Report</b> |
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- 1.1 To update the Committee as to the application from Dr Rasib to close his branch surgery at 152 Cannock Road, Burntwood, Staffordshire.

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| <b>2. Background</b> |
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- 2.1 Dr Rasib succeeded Dr's Myint and Myint contract when they resigned from the partnership (retirement) on 31<sup>st</sup> August 2014. Dr Rasib is currently a single handed GP with 8,190 patients across two sites.
- 2.2 Dr Rasib applied to NHS England to permanently close his branch surgery which is located at 152 Cannock Road, Burntwood on the 9<sup>th</sup> January 2015. Dr Rasib's main practice is located within Cannock Hospital which is 5.2 miles from the Burntwood branch.
- 2.3 At the time of the initial application in January 2015 the Burntwood branch accommodated 3,050 patients however following patient engagement the number is now closer to 2,000.
- 2.4 The Burntwood premises are in very poor condition. A surveyor (a former District Valuer) who undertook a recent independent survey commissioned by the Area Team; commented that 'the building is one of the poorest I have seen'. The report concludes that the premises are not suitable for future investment, they are poorly located, that it is not DDA compliant and that alternative accommodation should be found for the surgery at the earliest opportunity.
- 2.5 Dr Rasib is currently single handed and covers both sites alone with the support of locums. He has been able to secure long term locums at the Cannock Hospital site but has not been able to do the same at the Burntwood site. The average list for a full time GP is approximately 1,700- 2,000 patients;

at the time of the January application Dr Rasib's list was over 8,000 patients. Dr Rasib has attempted to recruit salaried GP's but has been unable to do so.

### **Process for closure**

- 2.6 The NHS England policy entitled '**Branch Closures for Primary Medical Services**' outlines the principles and steps required regarding applications for closure. NHS England is required to work closely with the practice in cases of branch closures to ensure that patient's access to services is not put at risk.
- 2.7 The policy required the practice to undertake a patient consultation process, prior to NHS England determining the application.
- 2.8 The practice met with its Patient Participation Group (PPG) on the 20<sup>th</sup> January 2015 to discuss the potential closure. The minutes of the meeting have been submitted as part of the final application.
- 2.9 A patient engagement meeting was held at the Burntwood Library on the 3<sup>rd</sup> February 2015 and was well attended by patients who attend the branch, local residents and elected members. The clear view from patients was that they did not wish the branch to close and requested the practice look into alternative premises in the area.
- 2.10 Since the patient engagement meeting Dr Rasib has looked into alternative accommodation but there was none available that met the standard of a healthcare facility. Options to build were considered too costly for such a small list size. In addition NHS England spoke to Staffordshire County Council as to the availability of a site but was informed that the only site that could potentially accommodate had been earmarked for development. NHS England has explored alternative sites, these being co-located within the existing Health and Wellbeing Centre or within the proposed Greenwood House development; neither has capacity to accommodate the Burntwood branch and its infrastructure.
- 2.11 Subsequently on the 25<sup>th</sup> February 2015 Dr Rasib reaffirmed his decision to close the branch surgery, resubmitting his application with the supporting information required in accordance with the NHS England policy.

### **Decision timetable**

- 2.12 NHS England will now convene an external panel to make the decision regarding the branch closure. It is envisaged that this panel will meet during April 2015. The panel will also consist of a "lay" member and a representative from the Local Medical Committee.
- 2.13 A decision will be made but not communicated until after the general and local elections have taken place.
- 2.14 Dr Rasib's practice is currently evaluating where patients that attend the Burntwood branch reside with the aim of removing patients that reside beyond the boundary, for example patients that live in Rugeley and Lichfield.

- 2.15 Patients have also been advised that if they wish to remain registered with Dr Rasib and are able to and wish to attend the Cannock practice then they can remain registered despite falling outside of the Cannock sites catchment area.
- 2.16 If the closure is supported once the announcement is made NHS England will write to the remaining patients to confirm the closure and provide patients with 6 weeks to register with alternative local practices, supplying the details. The letter would state that at the end of the 6 week period and from a pre-determined date all remaining patients would be dispersed to alternative local practices on an alphabetical surname basis. Dispersed patients would be advised that they retain the right to register elsewhere if they so wished.

### **Access in Burntwood**

- 2.17 At the time of the 2011 Census there were 26,049 people living within Burntwood and 3,400 residing in local Hammerwich.
- 2.18 There are currently 5 GP practices in Burntwood excluding Dr Rasib's branch:

| <b>Practice Name</b>                           | <b>Current list size</b> | <b>No of GP's employed</b> | <b>Opening Hours</b> | <b>Distance from Dr Rasib's premises</b>   |
|--|--------------------------|----------------------------|----------------------|--|
| Salters Meadow                                 | 11,716                   | 6                          | 08:00 – 18:30        | 0.7 miles, 3 min car, 13 minute bus  |
| Fulfen Practice (including Chasetown branch)   | 6,320                    | 5 (currently recruiting)   | 08:00 – 18:30        | 0.7 miles 3 min car, 7 minute walk to main branch. Chasetown 1.4 miles (4 min car journey, 16 minute bus |
| Dr Ahmad & Partner                             | 1,858                    | 2                          | 08:00 – 18:30        | 1.2 miles, 4 min car   |
| Spires Practice (includes branch at Lichfield) | 9,512                    | 5                          | 08:00 – 18:30        | 0.7 miles 3 min car, 7 minute walk   |
| Burntwood Health & Wellbeing Centre            | 4,036                    | 6 working shift patterns   | 8-8 7 days a week    | 0.9 miles (3min car, 14 min bus)   |

- 2.19 Being aware that patients were leaving Dr Rasib's branch surgery and registering with other practices in the area despite a decision having not been made, NHS England has offered financial support of £20 per patient registered from the branch surgery to support the administrative burden of registering patients in large numbers.

- 2.20 Once a decision has been announced NHS England will engage further with the remaining providers with regards to the dispersal. Initial conversations with some providers in the area have raised little or no concerns regarding their ability to take these patients on to their list.

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| <b>3. Recommendation</b> |
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- 3.1 To note the content of the report.

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| <b>4. Financial Implications</b> |
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- 4.1 None

Summary of the main agenda items from the  
 Healthy Staffordshire Select Committee meeting –Tuesday 3 February 2015  
<http://moderngov.staffordshire.gov.uk/ieListDocuments.aspx?CId=871&MId=5131&Ver=4>

| Agenda Item   | Of particular interest to ... |
|---|-------------------------------|
| <p><b>The Healthy Staffordshire Select Committee</b>, met on Tuesday 3 February 2015 Mr David Loughton, Chief Executive of The Royal Wolverhampton NHS Trust attended to discuss the transfer of services and future plans for Cannock Hospital. The Mid Staffordshire NHS Foundation Trust had been dissolved on the 1 November 2014 with the transfer of staff to University Hospitals of North Staffordshire NHS Trust and The Royal Wolverhampton NHS Trust. He explained that the transfer had gone to plan with the exception of maternity services which were approximately two weeks behind schedule. He detailed the services where changes had taken place and plans going forward. The areas covered Obstetrics and Gynaecology, General Surgery, Trauma and Orthopaedics, Paediatrics and Acute Medicine. Members discussed the transfer of services and future plans and asked questions in relation to their concerns about patient choice, maternity services and capacity, transport and Paediatric services. Members have agreed to have a further update in six months and to undertake accountability sessions with the Trust.</p> | All                           |
| <p><b>Report of the Scrutiny and Support Manager :-</b> Members received District and Borough Scrutiny Report updates</p>   | All                           |
| <p><b>Trust updates.</b>       None on this occasion</p>  |                               |

## Report of the Chairman of the Staffordshire Police and Crime Panel to all Member Authorities

The Panel is established under the Police Reform and Social Responsibilities Act 2011. Its role is to scrutinise and support the Police and Crime Commissioner for Staffordshire who was elected in 2012.

The format for the quarterly meetings of the Police and Crime Panel (PCP) is for the Police and Crime Commissioner and appropriate members of his staff to attend and answer questions from the Panel and members of the public and to present progress reports on the delivery of the Commissioners Strategic Plan (Safer, Fairer, and United Communities for Staffordshire).

There is a statutory requirement on the Police and Crime Commissioner to report his proposed Budget to the Panel. The Panel has the power to veto that budget if it is considered to be either too high or too low. In the event of the veto being exercised the Commissioner is required to present an amended budget within specified timescales. In addition the Panel is required to present a formal report to the Commissioner on their consideration of the budget. In turn the Commissioner is required to respond. Both documents have to be published and can be viewed on the following:

<http://www.staffordshire.gov.uk/yourcouncil/staffordshire-police-and-crime-panel/panelsreporttopoliceandcrimecommissioner.aspx>

The following summarises our discussions on the budget and other reports presented to the **Panel on 26 January 2015:**

### ***Draft Revenue and Capital Budget 2015/16***

The Commissioner reported a £5.78m reduction in Home Office Police grant for 2015/16, giving a total of £107,044m which together with other funding streams gave a total available budget of £177,794m. That funding included Council Tax Freeze Grant of £3,534m as the Commissioner has resolved not to seek an increase in precept (council tax income) for 2015/16. In explaining this decision the Commissioner referred to his wide ranging transformation programme aimed at increasing efficiency and cost effectiveness within the police service. Measures being taken included a civilianisation project aimed at freeing warranted officer time from support functions to add to front line resource. In this way the reduction in the number of officers provided for in the 2015/16 budget would be negated.

The Commissioner reported on a major ICT transformation project which was being instigated at a total cost of approximately £23m. The project aimed to equip the Force with the capability to address the changing nature of crime (eg. cyber crime and Child Sexual Exploitation), improve efficiency thus freeing up officer hours, and reduce the

need for office accommodation. On the latter point we received an update on discussions with Kier, the proposed private sector property partner.

We received details of the funding for the transformation programme through a combination of borrowing and savings and were given details of an additional allocation of £3.6m to Reserves to address any risk of slippage in delivery of those savings. The total reserves were reported to be 9% of net budget compared to the reported national average of 16%. In addressing this the Commissioner repeated his belief that maximum funds should be allocated to actual service delivery.

At the conclusion of our deliberations we resolved to support the draft revenue and capital budget for 2015/16.

### ***Strategic Plan: Safer, Fairer, United Communities for Staffordshire – Update***

We received the Commissioners quarterly report on the delivery of his Plan. We discussed the development of the Police Cadet scheme with a new scheme to be launched in Tamworth, adding to those already established in Cannock, Stafford and Stoke-on-Trent. We heard about the continuing improvement in performance of the 101/999 call response service (updates on which are submitted to your authority's representative on the Panel). We also heard about the progress of joint commissioning of a variety of services with the commissioner reporting on the involvement of all local authorities.

A final area of discussion was the development of 'Safer Neighbourhood Panels' with pilots being launched in Cannock, Staffordshire Moorlands and South Staffordshire Districts. The Commissioner explained that the Panels would give representatives of communities the opportunity to scrutinise and discuss directly with Local Police Commanders, policing services in their local area. Work was underway with the Districts on how to select/appoint those community representatives.

### ***Public Question***

We received a question from a member of the public in Stoke-on-Trent asking for the Commissioners support for improved street lighting and CCTV in their local area in order to reduce crime. Both the Commissioner and Panel member for Stoke-on-Trent City Council commented on the issue and a reply will be forwarded to the resident

### ***Questions from Panel members***

We questioned the Commissioner on a variety of 'general' issues including the potential re-introduction of the SPACE scheme (Staffordshire Police Activity and Community Enterprise), aimed at young people during school summer holiday periods, road safety in the vicinity of schools and, finally, the appointment of a permanent Chief Constable. Responding the Commissioner reported his interest in pursuing the SPACE initiative but with volunteer support as the policing resource dedicated to the original scheme would

not be available. Exploratory discussions were underway with Newcastle-under-Lyme Borough Council. On the question of road safety near to schools/school parking controls, whilst referring to the decriminalisation of parking control the Commissioner acknowledged the enforcement role of the police where dangerous situations existed. On the final question of the appointment of a Chief Constable, the Commissioner hoped to be able to allocate resources to recruitment at some point in February 2015.

### **Further Information**

The webpage for the Police and Crime Panel can be accessed from the following link:  
<http://moderngov.staffordshire.gov.uk/mgCommitteeDetails.aspx?ID=831>

**Frank Chapman**  
**Chairman Staffordshire Police and Crime Panel**  
Staffordshire County Council



# SUBMISSION TO COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY)

## COMMITTEE

Date: 24<sup>TH</sup> March 2014

Agenda Item: 6

Contact Officer: Jenni Coleman / Helen Titterton

Telephone: 01543 308005 / 308700

## REPORT OF THE CABINET MEMBER COMMUNITY, HOUSING AND HEALTH

### COMMUNITY SAFETY DELIVERY PLAN 2015-18

#### 1. Purpose

- 1.1 To provide an update on the Lichfield District Safer Community Partnership and to seek comments on the Lichfield District Safer Community Partnership Delivery Plan 2015-18.

#### 2. Background

- 2.1 The Lichfield District Safer Community Partnership (CSP) was set up as a result of the Crime and Disorder Act in 1998. Under the legislation, responsible authorities (Police, Local Authorities, Fire and Rescue, Probation and Clinical Commissioning Groups) are required to work together with partners to protect their local communities from crime and anti-social behaviour. There are approximately 300 CSPs in England and 22 Wales. Within Lichfield, the Community Safety Partnership (CSP) reports to the District Board and therefore the Board is the designated Responsible Authorities Group for Lichfield District which signs off the local Delivery Plan and Budget. A copy of the Delivery Plan is at **Appendix A**
- 2.2 Legislation places a duty on each CSP to assess local needs in relation to crime and disorder and to produce a Delivery Plan which must describe how the identified needs will be met. The Lichfield District Community Safety Profile produced in January 2014 provided an overview of community safety across the district identifying any patterns and trends and making recommendations for future priorities. The Profile is available at [www.lichfielddc.gov.uk/downloads/file/5605/lichfield\\_district\\_community\\_safety\\_profile\\_2014](http://www.lichfielddc.gov.uk/downloads/file/5605/lichfield_district_community_safety_profile_2014). This year Staffordshire Observatory have supplied an update of Key Community Safety Indicators for the district that gives a summary of crime and anti social behaviour recorded during the period from 1<sup>st</sup> April 2014 to 5<sup>th</sup> February 2015 (based on real time data the figures may be subject to change) that has been used to update the Community Partnership Delivery Plan. A copy of the data matrix is at **Appendix B** of the Delivery Plan.
- 2.3 The local Delivery Plan is also influenced by national and local legislative and policy changes. For example, the new Anti-Social Behaviour, Crime and Policing Act most of which came into force in October 2014 which provided the Council (and others) with several new powers which have been adopted and enshrined within the Constitution as previously reported to this Committee.
- 2.4 In order to ensure the priorities identified in the Plan continue to be valid, members of the partnership were consulted in February 2015: it was agreed the current priorities should continue with the addition of child sexual exploitation (in light of the Rotherham Inquiry) and Prevent (part of the government's counter terrorism strategy) both of which have been incorporated into the new Plan.

### 3. Our performance

- 3.1 During the last twelve months the Community Safety Partnership has continued to work well together. It has developed the Hub meetings to include the remit of vulnerable people and has set up a local Responsible Bodies Group (RBG) to tackle issues around alcohol.
- 3.2 Various new delegations and proceedings have been introduced as a result of the new Anti Social behaviour, Crime and Policing Act and training has been carried out for partners and Elected Members.
- 3.3 There has been a slight increase in recorded ASB incidents but in the main crime has continued to reduce as follows:
- **Recorded crime:** the number of crimes recorded in the district reduced by 3.8% in 2013/14 compared to the previous year, and by 24.9% over the past 5 years. The rate of recorded crime now stands at 36 per 1,000 residents which is below the county average of 44 crimes per 1,000 residents.
  - **Anti-social behaviour:** the level of anti-social behaviour (ASB) has increased by 8.2% over the last year but the district has seen a 39.6 reduction over the past 5 years. As with recorded crime, the rate of ASB per 1,000 residents remains below the county average.
  - **Violent crime:** the number of violent crimes has increased by 13.9% since 2012/13, however there has been a 20.7% reduction since 2009/10.
  - **Serious acquisitive crime:** crimes which include domestic burglary, vehicle crime and personal robbery have declined by 13.5% since 2012/13 and there has been a 31.3% reduction over the past 5 years.
  - **Criminal damage:** there has been a reduction of 11.4% in the level of criminal damage over the last year and a 42.3% reduction over the last 5 years.
  - **Re-offending:** adult re-offending has declined by 0.4 percentage point (pp) over the last year while juvenile re-offending has seen a 4.3 pp reduction. Over the past 5 years adult re-offending has increased by 0.4pp in contrast to a 6.9pp decline in juvenile re-offending. Both adult re-offending and juvenile re-offending are now below the county average.
  - **Road safety:** young people that are casualties have declined by 32.5% between 2012 and 2013 and by 21% since 2009.
  - **Feelings of safety:** responses to the Feeling the Difference survey suggest that the proportion of residents that feel safe after dark has improved over the last 5 waves of the survey and less residents have been a victim or witness to a crime.
  - **Fewer victims of crime across the district** based on the figures for 2013/14 compared to the previous year there are now:
    - 541 fewer victims of burglary
    - 79 fewer victims of theft from motor vehicles
    - 66 fewer victims of criminal damage
    - 31 fewer victims of theft of pedal cycle
    - 13 fewer victims of theft of motor vehicles

- 143 more victims of ASB
- 12 more victims of burglary of dwellings

#### 4. Police and Crime Plan

- 4.1 There is a mutual duty on Police and Crime Commissioners and CSPs, under the Police Reform and Social Responsibility Act, to take into account each others priorities when drawing up the Police and Crime Plan (in the case of the PCC) and Community Safety Partnership Delivery Plans (in the case of CSPs). The four priority areas set out in the Commissioner's 'Safer, Fairer, United Communities for Staffordshire' Strategy for 2013 – 2018, included in the Community Safety Plan, are as follows:

**Early intervention** - tackling root causes before they become a problem

**Supporting victims and witnesses** - making it easier for victims and witnesses to receive the support they need

**Managing offenders** - preventing offending in the first place and reducing the likelihood of offending

**Public confidence** - making sure everything that happens contributes to individuals and communities feeling safer and reassured

#### 5. Community Safety Funding

- 5.1 Funding for community safety priorities has historically come through a number of routes, most of which have been managed and administered in different ways including The Home Office, Proceeds of Crime Act and the Police Authority. The legislative changes that have led to the creation of Police and Crime Commissioners (PCCs) have significantly changed this funding environment with PCCs now holding the majority of community safety funding streams.
- 5.2 Across Staffordshire the funding available in 2013/14 totalled £1.3 million. This was made up of the previous Community Safety Fund of £1.05m and Proceeds of Crime Act £250K. This figure has risen to an estimated £2.5m in 2014/15 as a result of the PCC identifying a number of additional budgets that were available to him. This new 'Commissioner's Community Fund' is to support locally driven community safety and reassurance activities and will be made available through three funding streams from 1<sup>st</sup> April 2014 and has continued this financial year:
- **Locality Deal Fund** – the largest funding stream allocated to local CSPs, County District Commissioning Leads. Drug Intervention, Youth Offending and Substance & Alcohol projects
  - **Proceeds of Crime Fund** – replacing the Local Policing Fund
  - **People Power Fund** – empowering local community groups

#### 6. Locality Commissioning for Lichfield District

- 6.1 Since 2001, CSPs have been allocated Home Office funding to enable them to deliver their priorities. This peaked during 2004 to 2007 when the LDSCP received £139K per year to the lowest amount during 2012-2014 when we received £22k per year. Positive Futures received additional funding of £35k from the PCC in 13/14.
- 6.2 The PCC allocated to Lichfield District Safer Community Partnership £72k for the financial year 2014-15 using a matrix based on geographical need and has continued this funding for a further two years. 80% of this fund (£58k) will be provided by 14<sup>th</sup> April with a requirement to submit an evaluation of activity undertaken using this fund by 1<sup>st</sup> October.

Subject to success achieved, the remaining 20% will be made available during October. A further evaluation of activity undertaken will be required by 1<sup>st</sup> April 2016. It is therefore essential our local plan contains achievable milestones aligned to key priorities in our area.

- 6.3 As Members will be aware the Lichfield Local Strategic Partnership is currently carrying out a locality commissioning process, bringing together almost £0.5million including the Office of the Police and Crime Commissioner funding allocated to the CSP. Five aspirations were identified including a community which is safe, which was split into five Lots: Supporting Victims and Witnesses, Early Intervention Tackling Root Causes of Crime and ASB, Promoting Sensible Alcohol Consumption, Managing Offenders, Increasing Public Confidence.
- 6.4 A total of 73 applications were received which, following initial screening (to check the applicants had a Constitution, annual accounts, equality and diversity policy etc), resulted in 54 applications going forward for scoring. Following the Panel scoring process, 13 successful applications were presented to the Locality Commissioning Board which provided a moderating role and made final decisions about the allocation of funding. The Pathway Project's application in support of a Peer Mentoring Project was awarded £20k (Lot 8) and Positive Futures received £25k in support of their early intervention work with young people.
- 6.5 The Board will meet again in April 2015 to consider the Locality Commissioning Budget that remains unspent, including £30k Locality Funding; options include a further commissioning exercise during the summer.

|                          |
|--------------------------|
| <b>7. Recommendation</b> |
|--------------------------|

- 7.1 To endorse the Community Safety Delivery Plan 2015-2018 and receive future progress reports as appropriate including the mid-year progress report in the autumn.



# **Lichfield District Community Safety Delivery Plan 2015 -2018**



Launch of the 'Stay Safe at Christmas' calendar 2014

**Draft 1 (v6)**

# Community Safety Delivery Plan 2015-18

Welcome to our Delivery Plan for 2015-2018 which sets out the Community Safety Partnership's aims and ambitions to ensure that Lichfield District is and remains a safe place to live, work and socialise.

We know that local residents really value the low crime rates that most of us benefit from; we are fortunate to live in such an attractive, vibrant and enjoyable location and can take advantage of local amenities during the day and night with the assurance that our families, homes and businesses will be safe.

The number of crimes recorded in the district reduced by 3.8% in 2013/14 compared to the previous year, and by 24.9% over the past 5 years. The Partnership are working hard to reduce the level of anti-social behaviour which has increased by 8.2% over the last year but overall there has been a 39.6% reduction over the past 5 years. Both recorded crime, and the rate of anti-social behaviour across the district per 1,000 residents remains below the county average. We have made excellent progress in relation to serious acquisitive crime which includes domestic burglary, vehicle crime and personal robbery have declined by 13.5% since 2012/13 and there has been a 31.3% reduction over the past 5 years. Criminal damage has also reduced by 11.4% and over the last year with a 42.3% reduction over the last 5 years.

Local residents generally feel safe, particularly during the day, and the likelihood of any individual being a victim or witness to crime is low. There is a good sense of community in the city, town and villages and people generally get on well together.

Keeping Lichfield District being and feeling safe cannot be achieved by any single organisation; consequently a wide range of partners from the public and voluntary sectors and from local businesses work together to share information and keep an eye on any problems which may be emerging so that they can be nipped in the bud. These organisations form the Community Safety Partnership for the District. More recently, our efforts have been joined by the Police and Crime Commissioner for Staffordshire who is committed to work with us towards a safer, fairer and united community.

The future continues to hold many challenges for us; all public sector organisations are under financial pressure and difficult decisions are having to be made to cut services which affect people's lives. There is increasing emphasis on individuals and families using their own resources and networks to find solutions to their problems and a move away from a reliance on 'state intervention'. Preventing issues from occurring or escalating is a key priority for all partners whilst new legislation has been introduced to give more powers to tackle crime and anti social behaviour. Incidents of national and international terrorism and violence have had a high media profile over recent months and revelations about the extent of child sexual exploitation in Rotherham make us question whether our neighbourhoods and communities are as safe as we previously thought. The opportunities and threats of social media have also become a major consideration going forward as we need to help local residents especially young people to use it safely. That said, local unemployment is reducing as the economy picks up, and we are optimistic for the future of Lichfield District. We will continue our efforts to ensure it remains the safe and pleasant place it is now.

Community safety is a complex and challenging area of work and we are grateful for the support and enthusiasm of all who are driven to continually improve the quality of life for people who live in the District. Keeping the community safe is at the very heart of this ambition and we will strive to achieve the priorities set out in this document.

## **Councillor Mike Wilcox**

Chairman, Lichfield District Board



## **Councillor Colin Greatorex**

Chairman, Community Safety Working and Performance Group



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Appendix A – Organisations that make up our Community Safety Partnership

Appendix B – Key Community Safety Indicators

## Who We Are

The Lichfield District Safer Community Partnership (CSP) was set up as a result of the Crime and Disorder Act in 1998. Under the legislation, responsible authorities (Police, Local Authorities, Fire and Rescue, Probation and Clinical Commissioning Groups) are required to work together with partners to protect their local communities from crime and anti-social behaviour. The CSP is part of a broader Local Strategic Partnership for Lichfield District which is headed by a District Board. This Board has ultimate responsibility for community safety functions that we are required to deliver by law and therefore the Board is the designated Responsible Authorities Group for Lichfield District. The Board signs off this local Delivery Plan in March every year.

The CSP is comprised of several Groups with specific responsibilities including:

- Working and Performance Group which meets quarterly and is accountable to the Lichfield District Board in ensuring the Partnership carries out its duties in line with current regulation at a strategic level.
- Joint Operations Group which meets every month to review the latest crime patterns and intelligence and deploys resources to tackle issues at a tactical level.
- Partnership Briefings which take place weekly is a multi agency problem solving group that seeks to address identified issues particularly in relation to vulnerable members of our community.
- Responsible Bodies Group which meets every six weeks and takes the strategic lead for issues around alcohol including licensing, education and enforcement

A list of organisations which make up the CSP is attached at **Appendix A**.

Our CSP is part of a wider network of CSPs and responsible authorities across Staffordshire which enables us to share good practice and tackle common problems and issues together. We are represented on the Staffordshire Safer and Stronger Communities Strategy Group (which is Chaired by an elected Member of the County Council) and we also feed into the Safer Communities Board which is led by the Police and Crime Commissioner for Staffordshire.

## Our Vision

**'We are committed to making Lichfield District a place where individuals, neighbourhoods and communities are increasingly free from both crime and fear of crime, where the environment is a clean, green and pleasant and where strong communities take a sense of pride in where they live.'**

**We recognise that between us we manage significant public sector resources on behalf of local people and that we are accountable for achieving the greatest possible impact on the safety and cohesion of our community.'**



In developing this Plan and reviewing the evidence, the CSP has decided to retain the following six priorities for community safety in Lichfield District which were identified in last year's Delivery Plan:

- Increase the feelings of safety, particularly after dark, in order to improve the quality of life for residents.
- Continue to provide support to members of the community who are most at risk of being victims of serious acquisitive crimes and victims of violence including young people and older residents at risk from social isolation.
- Target areas of higher crime, including business crime, and understand the underlying causes.
- Target the misuse of alcohol and other substances across the district.
- Support the work of the Integrated Offender Management (IOM) team
- Identify families that may be included as part of the Building Resilient Families and Communities programme.

These priorities are underpinned by a range of key projects (set out in **Our achievements and plans** section below) which are designed to help us achieve positive outcomes for all of the priorities above.

## Introduction

### An Overview

This Delivery Plan has a key part to play in delivering our 'Plan for Lichfield District 2012-16', particularly the theme of 'supporting people'. The Local Strategic Partnership wants to improve the quality of life of our residents and ensure we live in a District where people love to live, work and visit with a safe, clean and reassuring environment. Feeling and being safe is critical to our physical and mental wellbeing and our ability to conduct our personal, family and work lives in the way we choose.

The Plan has been produced within the context of reductions in crime, anti social behaviour and improving the quality of life for our local communities. Maintaining low crime rates continues to be a priority for residents. Over the past 5 years there has been a year on year reduction in the level of crime and disorder however despite this there had previously been little or no change in the perceptions of these issues. However, responses to the last Feeling the Difference published in February 2014 survey now suggest that the proportion of residents that feel safe after dark has slightly improved but there is still room for improvement.

Reducing the fear of crime and improving feelings of safety are a priority for the CSP with a specific focus around reducing cold calling. Many criminals use cold calling, or pressure selling, to take advantage of vulnerable members of our community and make them feel insecure in their homes. This can have a detrimental impact making people feel vulnerable, socially isolated, and can also have negative consequences for health and wellbeing and the local economy.

This Plan is informed by a wide range of data in order to provide a holistic representation of problems across the District. The Plan is also influenced by national and local legislative and policy changes. For example, the new Anti-Social Behaviour, Crime and Policing Act which introduced new powers for tackling anti-social behaviour (ASB) and environmental nuisance. The Partnership is also having regard to Professor Alexi Jay's report into Child Sexual

Exploitation in Rotherham (published August 2014) and the more recent report from Louise Casey (published February 2015); the findings of these reports are causing us to reflect on our local safeguards to ensure that young people are protected from abuse.

This Plan builds upon the good work that has been undertaken since the Plan of 2014-17; in later sections we look back on our achievements in 2014/15 and forward to our challenges for 2015/16. We are keen to take account of what local people think of our Plan and **welcome feedback** to Jenni Coleman, Community Safety Manager on [jenni.coleman@lichfielddc.gov.uk](mailto:jenni.coleman@lichfielddc.gov.uk).

## **Why do we need a Plan?**

Community Safety Partnerships remain statutory bodies and are still required (in accordance with the Crime and Disorder Act, 1998) to formulate a strategy to reduce crime and disorder, combat substance misuse and reduce re-offending in the local area. CSPs are seen as clear routes to delivering against agreed priorities, co-ordinating resources, achieving efficiencies and value for money.

Research has shown CSPs are at their most effective when they are able to focus on implementing locally devised solutions and to achieve this, CSPs develop year on year delivery plans to support their strategic priorities.

## **Setting the Scene**

### **A brief overview of Lichfield District**

Lichfield District is in south east Staffordshire, twenty miles north of Birmingham and is adjacent to the West Midlands conurbation. The majority of residents (71%) live in one of the two main urban settlements - the cathedral city of Lichfield and the town of Burntwood. The rest of the District is predominantly rural where 29% of the population live in over 50 villages and hamlets in the countryside. Lichfield is a very attractive destination for people to live and has seen significant in-migration from the West Midlands conurbation and other nearby towns. The Local Plan was adopted on 17th February 2015 and will result in the development of 10,030 homes between 2008 – 2029 both to meet local need and housing for people wishing to move into the area.

The District lies at the heart of the region's major road network, with the M6 Toll, the A38, and the A5 all crossing the district, and the M6 and M42 both within easy reach. The city is well served by rail services to Birmingham, London, Stoke and beyond. Birmingham International and East Midlands airports are both within a 30 minute drive.

This unique position has played a major role in the recent expansion of commercial and industrial developments within the district, with sites such as Fradley Park on the A38, and Lichfield South next to the M6 Toll bringing hundreds of local jobs to the area. £4m Local Growth Funding has recently been awarded via the Stoke and Staffordshire Local Enterprise Partnership (LEP) to deliver the necessary infrastructure for Lichfield Park Employment Site in Streethay. This will be invested alongside a £1.6m contribution from the private sector and improvements such as the new road bridge are due to be completed in November 2015 after which the business park (which is due to create up to 1100 jobs) can be constructed. On 29 January 2015 it was announced that the city centre Friarsgate Scheme is set to receive a £2.66m grant from the Government's Regional Growth Fund, should revised plans receive approval from district councillors in late 2015. The district's geographic links have also played a key role in the development of the Defence College of Healthcare Education and Training

at DMS Whittington (the former Whittington Barracks) which will see approximately 1,100 new military and civilian roles created in the near future.

Lichfield has bucked the retail trend in recent years, and whilst the high street has seen the loss of some shops, it has continued to attract new retailers including Debenhams and independent operators. The Friary Outer development was completed in 2014 and has brought enhanced car parking and hotel facilities to the city centre. That said, the city still lacks a large variety of high street brands and some key leisure opportunities, including a cinema. The next few years will aim to address this with the major development of Friarsgate adding significantly to the leisure and retail offer in Lichfield city. £2.66 million of Regional Growth funding has recently been announced to contribute towards the development of a new bus station and other transport improvements within this emerging development. In Burntwood, we are working to develop a new shopping centre which will enhance the local facilities in line with local residents' needs.

Local businesses are in the process of developing a Business Improvement District (BID) for the City centre, with the support of Lichfield Town Team, Lichfield Chamber of Trade & Commerce and the Council. A BID is where all businesses in an area, like Lichfield City, contribute into a shared pot to fund projects, improvements and initiatives. The BID in Lichfield will involve city businesses of all sizes and sectors contributing 1.5% of their business premises rateable value into a central fund. The fund is ring-fenced and managed by the business community through a BID Steering Group, in accordance with a five year business plan. Lichfield BID could raise approximately £250,000 each year: £1.25 million over a five year BID term. The first version of the BID Business Plan is to be launched in February 2015 and will go to ballot the following June. Community safety issues will be considered through the BID process including enhancing the Store Net Radio system for businesses within the city centre.

Traders from across the WS7 area have come together to help devise plans to invest the High Street Innovation Funding awarded to Burntwood. The aim of the funding is to boost local businesses on the high street. A new business forum called Burntwood Business Crew has been set up to take this work forward. As part of this work Burntwood Business Crew recently launched [www.totallylocallyws7.co.uk](http://www.totallylocallyws7.co.uk) which is a website that lists and promotes local shops and businesses.

Lichfield's cathedral together with a thriving cultural scene makes for a vibrant atmosphere. This has been enhanced by the discovery of the Staffordshire Hoard in the parish of Hammerwich. Within and outside of the city, there are numerous attractions and a wide variety of arts and cultural opportunities which attract a significant number of visitors to the District each year.

### **Deprivation in Lichfield District**

We have the challenge of pockets of deprivation amidst affluence. Although Lichfield is among the 30% least deprived Districts nationally, 23% of our population live within the 25% most deprived wards nationally including within the wards of Chadsmead, Chasetown, Curborough, Stowe and Fazeley. Health inequalities, child poverty, improving educational attainment and addressing low aspiration are all key drivers in these areas. Lack of access to services for people living in our rural areas is also a serious issue.

#### *Impact of 'place':*

- Perpetrators of crime come from outside of the District owing to the opportunities for easy access in and out
- Lichfield city can be a nighttime destination for residents of Birmingham using the cross

city line

- Rural areas can be more vulnerable to crime
- The pockets of deprivation are at greater risk of crime and anti social behaviour
- The number of young people not in education, employment or training (NEETs) is 5% higher than the Staffordshire average.
- The percentage of people aged 16 or over with no qualifications in Lichfield District is 2.4%.

## Involving People

A sense of community and belonging is key to our ambitions; building on what we have done so far and improving involvement and participation in what the Safer Community Partnership does, as part and parcel of making good decisions, will help us achieve a greater level of trust and confidence on behalf of our local community.

Effective community engagement is a prerequisite for a robust and effective Delivery Plan. In addition, we recognise that an effective partnership should be visible and accountable to its community for the decisions and actions it takes on their behalf. Through our partners we regularly consult with members of our community through taking part in local community groups including 'WS7 Our Place' in Burntwood and local joint surgeries led by the police. Strong communities are ones where people feel informed about what is being done to address their concerns.

During the summer 2014 the district Council carried out a community survey '**Your View**' designed to give the council an understanding of local people's views to help to make better informed decisions in the future to shape the district. Over 1,400 people responded, giving their views about the services provided and their opinions on savings and income generation ideas, issues relevant to community safety were:

- 78% said it was important to work with partners, including the police, to help make local areas safer and to reduce anti-social behaviour: only 5.4% said it was not important. Others said important but don't use or don't know.
- 76% said it was important to clear rubbish and fly-tipping and take legal action to stop it: only 0.9% said it was not important
- 66% said it was important to make sure events and businesses (including pubs and taxis) are safe and well managed by licensing them: only 6.5% said it was not important.
- 52% did not want to reduce the amount of CCTV coverage in the district with 41% agreeing to a reduction saving approx £20k: 7% didn't know.

**Voice it!** is the Council's on-line one stop shop where community members can give their views on local issues that matter to them and to find out about any consultations that may apply to them which is also available on [www.lichfielddc.gov.uk](http://www.lichfielddc.gov.uk). Currently through Voice It people are being asked to give their views on local parks, including Christian Fields and Beacon Park, any issues relating to community safety for example anti social behaviour will be picked up and fed into the Joint Operations Group.

By working together, we hope to avoid 'consultation fatigue' among our community, improve systems to show people how they have helped to influence our thinking and decisions and maximise the value for money of all the intelligence we gather. An example of this is **Feeling the Difference**, a public confidence survey carried out in two waves each year by Staffordshire Police on behalf of the Staffordshire Strategic Partnership. The survey explores issues affect quality of life, perceptions of crime and safety and views on the

effectiveness of the police and other public sector services. The latest published report relates to Wave 15 and shows 92% of people living in Staffordshire were satisfied with their local area as a place to live; 63% did not feel that there were any big problems in their local area. Locally responses to the survey suggest that the proportion of residents that feel safe after dark has slightly improved over the last 5 waves of the survey from 78% to 80% which is just below the County rate of 80.7%.

Various members of the Partnership have received publicity in the local Press to raise awareness of community safety projects and activities including 'Where's Your Child' campaigns, Designated Driver initiative and Community Safety Advent Calendar as part of the Christmas campaign and more recently around the joint Child Sexual Exploitation initiative between the council and police.

## **Elected Members**

Lichfield District Council will have 47 Elected Members after the May elections and a further 8 County Councillors, all of whom are 'community champions' and advocate on behalf of local people, keeping in touch with the needs and wishes of local residents and feeding these back into the policy and planning process. The Working and Performance Group is chaired by the Cabinet Member for Community, Housing and Health and is also the Vice Chair of the Police and Crime Panel which oversees the work of the Police and Crime Commissioner for Staffordshire and Stoke.

## **The Voluntary and Community Sector (Third Sector)**

Lichfield District has a thriving voluntary and community sector which delivers a wide range of services and projects to individuals and communities that improve their well being and general quality of life. Their contribution to community safety is invaluable and includes crime prevention, supporting people in crisis and victims of crime and supporting vulnerable groups of people such as the elderly, people with mental health or learning disabilities. The voluntary sector also make a major contribution to maintaining a strong sense of community within the District through the many festival and events which take place, many of which are free to attend. Lichfield District Crime Prevention Panel attends many of these events throughout the year and takes the opportunity to promote seasonal or current crime prevention messages to the public. Over the last 12 months this has included marking catalytic converters on cars following a spate of thefts during Cars in the Park and other similar events.

## **We keep in touch with our community by:**

- **Community meetings in response to local issues and problems** which give local people the chance to raise issues that are a problem for them in their area which they wish agencies to tackle. Regular feedback on progress is then provided as to what has been achieved or reasons for lack of progress. An example of this is a location experiencing a considerable amount of anti-social behaviour due to the unacceptable behaviour of one family. Residents had several meetings with relevant organisations including the police and local authority until the situation was resolved to everyone's satisfaction.
- **Citizen Contact Records (CCRs)** which are used by the Police and Police Community Support Officers to identify concerns of residents to establish how big a problem is and the impact it is having on the community as a whole.

- Publishing a summary of the **partnership activity** every three months which is available on the district council's website: [www.lichfield.gov.uk](http://www.lichfield.gov.uk)
- Various **websites** e.g. Lichfield Townsafe Business Partnership/Pubwatch and the Lichfield District Crime Prevention Panel and OWL.

## Keeping on Track

We recognise that effective performance management is at the heart of an effective partnership and fundamentally influences how we use our resources. Consequently, we regularly review the way in which we deliver activities to tackle ASB and crime and disorder, the way in which we engage with our communities and what they are telling us and how we support and challenge our own performance.

**Performance measurement** – we collect / receive a range of data about customer satisfaction and performance including:

- Monthly crime and community safety statistics which set out our performance and trends.
- Feeling the Difference survey which is a public confidence survey carried out by Staffordshire Police which explores local quality of life issues, perceptions on crime and safety and the effectiveness of the police and other services. Feeling the Difference is a public confidence survey carried out in twice yearly 'waves' by Staffordshire Police which explores local quality of life issues, perceptions of crime and safety and the effectiveness of the police and other services.
- Satisfaction surveys are carried out by Staffordshire Police and the Community Safety team in relation to anti-social behaviour. This is a long standing practice within Staffordshire Police Force carried out at a county level using a random selection of victims.

**Performance monitoring** – analysis of the information is integral to decisions we take, both tactical and strategic, in order to sustain or improve upon our performance.

Performance monitoring is undertaken at several levels within our Partnership:

- The Community, Housing and Health Overview and Scrutiny Committee (which is part of the District Council's governance structure) has powers under the Police and Justice Act 2006 to review and scrutinise the functioning of the responsible authorities which oversees the CSP. During 20014/15, the Committee considered The Lichfield District Community Safety Strategic Assessment (2014), PCC's Community Fund 2014/15, the implications of the Police and Crime Commissioner's Strategy 'Safer, Fairer, United Communities for Staffordshire', the CCTV Annual Report and Code of Practice, the Anti Social Behaviour, Crime and Policing Act 2014, and this Community Safety Delivery Plan 2015-18
- The District Board has overall responsibility for managing performance and ensuring the requirements under the Crime and Disorder Act and other relevant legislation are met. The Board receives regular reports relating to community safety including a bi-annual update on the Community Safety Partnership and changes to relevant legislation.
- The Working and Performance Group receives a quarterly update on crime trends and progress reports on the priorities set out in this Plan. Quarterly monitoring forms are completed by project leads which are scrutinised and then fed up to the District Board as necessary.
- The Joint Operations Group (JOG) considers data on a monthly basis in order to identify any hot spots and trends which require attention.



- The countywide Strategy Group (previously the Safer and Stronger Steering Group) monitors performance against targets
- The Office of the Police and Crime Commissioner (OPCC) requires half yearly progress reports to be completed in relation to the Locality Deal Fund identifying clear evidence the difference made by funded projects: deadlines 1<sup>st</sup> September and April respectively.

## How we set our Priorities

### The national and local context

There are many national and local strategies and plans that play a role in community safety in Lichfield District. This section highlights the main national policy and local community safety related issues which are particularly relevant to our Delivery Plan:

#### National policy context

- **Troubled Families (Building Resilient Families and Communities)** - the Department of Communities and Local Government launched the troubled families programme in spring 2012. These families are characterised by no adult in the family working, children not in school and family members involved in crime and anti social behaviour. The programme was driven by the view that agencies were tackling such families in an uncoordinated manner and there was a significant cost borne by the public purse which could not be sustained.
- The new **Anti-Social Behaviour, Crime and Policing Act** which came into force at the end of 2014 streamlined and replaced some of the existing framework for tackling anti-social behaviour (ASB) and environmental nuisance. However the main change to replace Anti-Social Behaviour Orders (ASBOs) with Injunctions to Prevent Nuisance and Disorder has been delayed until the spring 2015. These new powers mean local authorities, including district councils, will be able to apply for Injunctions for the first time; previously it was only the Police, British Transport Police and registered social landlords that could apply for an ASBO.
- In December 2013, the **Scrap Metal Dealers Act** replaced the registration system for scrap metal dealers, created by the 1963 Scrap Metal Dealers Act. In recent years metal theft has had a significant impact on communities, businesses and local councils. The Act makes it an offence to buy scrap metal for cash; the only authorised way to pay for scrap metal is a non-transferable cheque or an electronic transfer of funds. It also makes it an offence not to obtain and verify the seller's identity which could result in a fine. During 2014/15, four mobile scrap metal dealers were prosecuted for operating without a licence, one was issued with a Caution and one was prosecuted for sounding a loud speaker to advertise his business.
- In June 2009 the government published guidance on **Safeguarding Children and Young People from Sexual Exploitation** which sets out how organisations and individuals should work together to safeguard and promote the welfare of children and young people. The Staffordshire & Stoke on Trent Safeguarding Children Board has taken the lead on this work across the county. However, the findings of an Independent Inquiry into child sexual exploitation (CSE) in Rotherham, published in August 2014, highlighted the need for local authorities to ensure their licensing, regulation and enforcement functions are in place and fit for purpose to ensure public safety in particular around licensing

- **Prevent** is one of the four elements of the government's counter terrorism strategy: Pursue – to stop terrorist attacks, Prevent – to stop people becoming terrorists or supporting terrorism, Protect – to strengthen our protection against a terrorist attack and Prepare – to mitigate the impact of a terrorist attack. The Prevent Strategy provides practical help to prevent people from being drawn into terrorism and ensures they are given appropriate advice and support and works with a wide range of partners including Education, Criminal Justice, Faith groups, local authorities, Charities and Health. The police play a significant role in Prevent, in much the same way as they do when taking a preventative approach to other crimes.

## Local policy context

- **Safer, Fairer, United Communities for Staffordshire 2013-18** - the Police and Crime Commissioner for Staffordshire produced his first Plan in 2013. This document is about how different organisations and the public can make a real and sustained difference to reducing crime and anti-social behaviour and improving community. The Plan recognises that the nature of crime, keeping communities safe and being able to respond to broader social issues is complex, so no single agency can achieve what needs to be done alone. Public agencies, the voluntary sector, businesses and communities themselves all need to work together to achieve success for the people of Staffordshire. Local solutions for local communities are also necessary, understanding that Staffordshire's communities are not all the same, and a one-size fits all approach will not work.

There is a mutual duty on Police and Crime Commissioners and CSPs, under the Police Reform and Social Responsibility Act, to take into account each other's priorities when drawing up the Police and Crime Plan (in the case of the PCC) and Community Safety Delivery Plans (in the case of CSPs). The four priority areas set out in the Commissioner's 'Safer, Fairer, United Communities for Staffordshire' Strategy for 2013 - 2018 include:

- Early intervention - tackling root causes before they become a problem
- Supporting victims and witnesses - making it easier for victims and witnesses to receive the support they need
- Managing offenders - preventing offending in the first place and reducing the likelihood of offending
- Public confidence - making sure everything that happens contributes to individuals and communities feeling safer and reassured

The Strategy can be found at <http://www.staffordshire-pcc.gov.uk/download-the-strategy>

- **Living Well in Staffordshire** is the Five Year Plan 2013 - 2018 of the Health and Wellbeing Board issued in 2013. The Plan reflects the importance for people of being part of safe and supportive communities. The Plan identifies 12 areas for action which includes *Living Well* by enabling good lifestyle choices. In particular, there is an aspiration to reduce the harm caused by alcohol and drugs and to promote mental well being. The focus for 13/14 includes alcohol use; around one in four adults in Staffordshire drinks more than the recommended amount of alcohol which leads to a variety of health, crime and social problems. Alcohol consumption contributes to crime rates, makes victims more vulnerable and is often a factor in road traffic accidents and accidental dwelling fires.

Over a three year period (2007/2010) there were around 55 local alcohol-related admissions in children and young people under 18s which is much higher than the



England average and third highest in Staffordshire. (Stafford and Cannock being higher). However, alcohol related violent crime is lower than average at 3.5 per 1,000 population compared to 5.5 per 1,000 population.

The Plan can be found at <http://www.staffordshirepartnership.org.uk/Health-and-Wellbeing-Board/Health--Wellbeing-Board.aspx>

- **Breaking the Cycle of Domestic Violence** Staffordshire's Strategy for Tackling Domestic Abuse 2012 - 2016 sets out what Staffordshire intends to do in order to "break the cycle" of domestic abuse within our communities. This means that as a partnership they must tackle both its causes and effects. This includes a greater emphasis upon prevention, including education and awareness-raising, protection and support for victims and their families and changing the attitudes and behaviour of perpetrators with the aim of preventing abuse happening in the first place and ending repeat victimisation. The Strategy can be found at: <http://www.staffordshire.gov.uk>
- The Local Strategic Partnership has endorsed and adopted **The Plan for Lichfield District 2012-16** which sets out a shared vision and direction for tackling issues that are important to local residents and businesses. Within the strategic theme of 'we'll support people' there are the following long term outcomes relevant to community safety:
  - ❖ We'll help people to be and feel secure in their homes, neighbourhoods and town and city centres by tackling crime and anti social behaviour
  - ❖ We'll support and encourage individuals and groups to take responsibility for shaping and improving their communities through voluntary effort and social action, and support a thriving and diverse voluntary sector
  - ❖ We'll help and support vulnerable adults, families and children to live independent and fulfilled lives in their own homes and communities and prevent homelessness wherever we can
  - ❖ We'll improve health and well being of the whole population making sure we make the biggest improvement for people with the lowest life expectancy
  - ❖ We'll ensure a cleaner and greener environment with high levels of environmental cleanliness and stewardship
- The Staffordshire and Stoke-on-Trent Responsible Bodies Group (SSRBG) lead the strategic development of alcohol licensing in Staffordshire and Stoke-on-Trent. It reports to the Staffordshire Alcohol and Drugs Executive Board and ensures that the liquor licensing elements of the **Staffordshire Alcohol and Drugs Strategy** are delivered across the county. The enforcement of licensing legislation has been identified as an area of significant importance within this broader partnership approach to tackling alcohol abuse.

## Local Evidence

Community Safety Delivery Plans must be developed on the basis of local evidence. The Staffordshire Intelligence Hub provides information for this purpose which gives an overview of community safety in Lichfield District including current performance, patterns and trends, and makes recommendations for the CSP to consider.

## Our headline performance

A summary of crime and anti-social behaviour recorded by year, plus 2014/15 year to date for the Lichfield district (Table 1) and Staffordshire County (Table 2) for comparison.

| Category                  | 2009/10        | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15*<br>YTD | Annual Change<br>2012/13 - 2013/14 |               |
|---------------------------|----------------|---------|---------|---------|---------|-----------------|------------------------------------|---------------|
|                           |                |         |         |         |         |                 | Number                             | %             |
| All Recorded Crime        | 4,829<br>3,132 | 4,615   | 4,326   | 3,770   | 3,626   |                 | - 144<br>143                       | -3.8%<br>8.2% |
| Violent Crime             | 1,138<br>756   | 887     | 906     | 793     | 903     |                 | 110<br>86                          | 13.9%<br>-    |
| Violence With Injury      | 529<br>403     | 414     | 374     | 453     | 367     |                 | 19.0%<br>41                        | -<br>20.7%    |
| Domestic Violence         | 207<br>215     | 262     | 216     | 198     | 239     |                 | - 89<br>13.5%                      | -<br>-        |
| Serious Acquisitive Crime | 831<br>444     | 937     | 717     | 660     | 571     |                 | - 13<br>14.9%                      | -<br>-        |
| Theft Of Motor Vehicle    | 115            | 145     | 101     | 87      | 74      | 50              | - 8                                | -             |
| Burglary Other Buildings  | 342<br>185     | 324     | 355     | 311     | 295     |                 | - 16<br>24                         | -5.1%<br>4.0% |
| Other Theft               | 598<br>828     | 574     | 678     | 594     | 618     |                 | -<br>66                            | 0.0%<br>-     |
| Drug Offences             | 148<br>154     | 154     | 216     | 189     | 189     |                 | 11.4%                              | -             |

Table 1 Lichfield District

| Category                  | 2009/10          | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15<br>YTD | Annual Change<br>2012/13 - 2013/14 |                 |
|---------------------------|------------------|---------|---------|---------|---------|----------------|------------------------------------|-----------------|
|                           |                  |         |         |         |         |                | Number                             | %               |
| All Recorded Crime        | 49,959<br>33,460 | 45,136  | 43,049  | 38,368  | 38,021  |                | - 347<br>198                       | -0.9%<br>1.0%   |
| Violent Crime             | 13,240<br>8,995  | 12,024  | 10,430  | 9,686   | 11,009  |                | 1,323<br>461                       | 13.7%<br>11.1%  |
| Violence With Injury      | 6,205<br>4,584   | 5,377   | 4,485   | 4,170   | 4,631   |                | 378                                | 14.4%           |
| Domestic Violence**       | 2,782<br>2,856   | 3,034   | 2,580   | 2,628   | 3,006   |                | - 311<br>23                        | -6.0%<br>3.3%   |
| Serious Acquisitive Crime | 7,122<br>4,190   | 6,540   | 5,711   | 5,197   | 4,886   |                | - 176<br>144                       | -7.5%<br>-7.5%  |
| Theft Of Motor Vehicle    | 1,141            | 1,046   | 888     | 688     | 711     |                | - 14                               | -6.0%           |
| Burglary Other Buildings  | 3,203<br>2,243   | 3,311   | 3,222   | 2,864   | 2,448   |                | - 416<br>25                        | -14.5%<br>-0.5% |
| Other Theft               | 4,967<br>8,428   | 5,444   | 7,008   | 5,498   | 5,473   |                | 386                                | 20.6%           |
| Drug Offences             | 1,922<br>1,510   | 1,983   | 2,466   | 1,878   | 2,264   |                | - 334<br>7                         | -5.2%<br>-3.0%  |

Table 2 Staffordshire County

A data matrix regarding our key community safety indicators containing more information can be found at **Appendix B**

## Funding

All the responsible authorities commit mainstream resources to the achievement of the priorities set out above. The Police and Fire Services are wholly focused on the safer and stronger agenda and the District and County Councils, Third Sector and Bromford Living all have officers who help to achieve community safety priorities. This not only includes community safety officers who have a direct responsibility for reducing crime and anti social behaviour, but also staff and volunteers who keep the District looking clean and attractive, provide activities for young people in leisure centres, other community buildings and parks and identify and help people who are at risk or fearful of crime etc.

Funding for community safety priorities has historically come through a number of routes, most of which have been managed and administered in different ways including the Home Office, Proceeds of Crime Act and the Police Authority. In recent years, uncertainty about the availability of partnership funding and budget cuts have continued to be felt locally by all parts of the public and community sector. However, there is currently a much greater push for funding to be delegated to local level and for decisions to be made having regard to local need.

The legislative changes that have led to the creation of Police and Crime Commissioners (PCCs) have significantly changed the funding environment with PCCs now holding the majority of community safety funding streams. The PCC's budget for Staffordshire rose to an estimated £2.5m in 2014/15 as a result of the PCC identifying a number of additional budgets that were available to him. The 'Commissioner's Community Fund' is to support locally driven community safety and reassurance activities and will be made available as in 2014/15 through three funding streams for this financial year 2015/16:

- **Locality Deal Fund (£1.75m)** – the largest funding stream allocated to local CSPs, County District Commissioning Leads (£1.102m). This funding stream (£648k) will also be used for specific commissioned services across Staffordshire including Drug Intervention, Youth Offending and Substance & Alcohol projects
- **Proceeds of Crime Fund (£250k)** – replacing the Local Policing Fund
- **People Power Fund (£500k)** – empowering local community groups

The PCC allocated £72k to the Lichfield District Safer Community Partnership for 2014/15 which was used to fund:

- An ASB Champion to work with vulnerable victims of high level anti social behaviour offering them independent support, encouraging them to engage with and remain engaged within the civil justice process.
- Positive Futures which is a diversionary project targeting young people that are most at risk or are currently involved in anti social behaviour.
- Support for the Pathway Project and raise awareness of the service including a new weekly drop-in session for male victims.
- Pathway Project in recruiting four volunteers through The Family Justice Centre to provide them with skills to offer admin and/or front line support for victims to enhance their self esteem and enable them to move on with their lives.

- The Small Project Fund to support projects throughout the year including 'No Cold Calling' 'Where's Your Child Tonight' and 'Walk A Mile in Her Shoes' campaigns.

The District Council is the accountable body for the CSP and retains separate partnership budgets to support projects set out in this Delivery Plan.

Additional information on the Police and Crime Commissioners funding streams can be found at [www.staffordshire-pcc.gov.uk/fund](http://www.staffordshire-pcc.gov.uk/fund)

## Locality Commissioning

The PCC allocated **£72k** to Lichfield District Safer Community Partnership for the financial year 2015/16 using a matrix based on geographical need. 80% of this fund (£58k) will be provided by mid-April with a requirement to submit an evaluation of activity undertaken using this fund by 1<sup>st</sup> October. Subject to success achieved, the remaining 20% will be made available during October. A further evaluation of activity undertaken will be required by 1<sup>st</sup> April 2016.

For the first time at the end of 2014 four local public sector organisations – Lichfield District Council, Staffordshire County Council, South East Staffordshire and Seisdon Peninsula Clinical Commissioning Group and Staffordshire Police (via the Police and Crime Commissioner) brought together their funding and used a single process to commission local services and projects to benefit the communities across the District. The £72K Locality Fund was incorporated into this more stream lined approach called Locality Commissioning. Bringing together funding in this way resulted in just under £0.5 million being available for 2015/16 with a further £840K over the following two years.

The funding was split into 14 Lots, five of which related to community safety:

- Supporting victims and witnesses
- Early intervention tackling root causes of crime and ASB
- Promoting sensible alcohol consumption
- Increasing public confidence
- Managing offenders

This approach is to ensure that public sector partners can better co-ordinate decisions on what their main goals are and how resources are used to achieve them. Lichfield District's LSP (our District Board) set up a Locality Commissioning Board (LCB) to oversee the locality commissioning process and decide how the available funding would be allocated.

The closing date for applications against the 14 Lots which formed the Locality Commissioning Prospectus 2015 was 2<sup>nd</sup> January 2015. The Locality Fund contributed to the following Lots:

| Lot No | Lot Name                         | PCC Locality Fund | Other              | Total value |
|--------|----------------------------------|-------------------|--------------------|-------------|
| 8      | Supporting victims and witnesses | £10k              | £15k LDC           | £25K        |
| 9      | Early intervention               | £25k              | £7.5k BRF          | £32.5k      |
| 10     | Promoting sensible alcohol       | £5k               | £32k Public Health | £37k        |
| 11     | Managing offenders               | £10k              | ---                | £10k        |
| 12     | Increasing public confidence     | £15k              | ---                | £15k        |

A total of 73 applications were received which, following initial screening (to check the applicants had a Constitution, annual accounts, equality and diversity policy etc), resulted in 54 applications going forward for scoring. Following the Panel scoring process, 13 successful applications were presented to the Locality Commissioning Board which provided a moderating role and made final decisions about the allocation of funding. The Pathway Project's application in support of a Peer Mentoring Project was awarded £20k (Lot 8) and Positive Futures received £25k in support of their early intervention work with young people.

The Board will meet again in April 2015 to consider the Locality Commissioning Budget that remains unspent, including £30k Locality Funding; options include a further commissioning exercise during the summer. The deficit is because no eligible applications were received against 3 of the Lots

- preventing homelessness and supporting people who are homeless
- managing offenders
- promoting sensible alcohol consumption

and in other areas the quality of the applications was inadequate and did not meet the minimum level required by the Board.

### **People Power Fund & Proceeds of Crime Fund**

Administered through the Staffordshire Community Foundation the **People Power** Fund (£500,000) is available for local community based organisation in Staffordshire and Stoke on Trent to apply for grants of between £100 and £3,000 to improve community safety, reduce crime and disorder, and increase public confidence.

The **Proceeds of Crime** Fund has £250,000 available for grants between £3,000 and £15,000 available to key partner agencies aligned to Local Policing and community safety partnerships. All projects should support at least one of the four priority areas set out in the Commissioner's Safer, Fairer, United Communities Strategy:

- Early Intervention
- Supporting Victims and Witnesses
- Managing Offenders
- Public Confidence

All applications need to be sponsored by the group's neighbourhood police officer or police community support officer.

Successful local applications include:

**'Open Door of Hope'** – opening avenues for vulnerable adults to meet at a safe place and socialise. (£1,644) The group came together several years ago to cater for mental health service users and their carers and families to help those suffering from Bi-Polar, Depression and Schizophrenia. Their aim is to provide a friendly, family atmosphere in a relaxed environment, enabling people to share their experiences & problems through a range of activities."

**'Grow Your Group'** – equipment to support the 7<sup>th</sup> Lichfield Scout Group's Beaver, Cub and Scout Troop following an increase in numbers, particularly camping activities. (£2,726) The Group, based in Ash Grove, Lichfield, is a thriving Group in the District attended by over 200 young people: affiliated to St. Michaels Church but open to any young person.

**'Lichfield Christian Church'** – Youth group for young people aged 9 to 18: games and activities for approximately 30. (£890) The aim is to create a Youth Group which provides constructive games and activities for young people thereby creating a safer, more cohesive community.

**'Projecteers 21'** – Beacon Community Church project for young people aged 14 to 18 identified by agency partners involved in ASB. The young people (Projecteers) will be mentored and facilitated by an intervention specialist. (£3,000)

## Our Achievements and Plans

The Police and Justice Act 2006 introduced a statutory requirement for CSPs to produce a community safety plan covering three years which is reviewed annually. In order to provide an holistic representation of problems across the district, the local Community Safety Profile 2014 provides an overview of our local crime and disorder issues, priorities and emerging trends and makes recommendation for our future priorities. A local multi-agency workshop was held in February 2014 to discuss these recommendations and agree a partnership response which has been used to inform this Plan.

Each of our priorities supports the four priorities set out by the Police and Crime Commissioner and is identified at the beginning of each section shown in *italics*.

### Increase Feelings of Safety

*PCC priority "Public Confidence – making sure everything that happens contributes to individuals and communities feeling safer and re-assured"*

Local people have told us that low levels of crime are considered to be a very important factor in making somewhere a good place to live. Despite reductions in the levels of crime and disorder, there has been little or no change in perceptions of these issues. It is recommended that the Partnership continues work to increase feelings of safety, particularly after dark, thereby improving quality of life for residents.

| What we said we would do  | Measures & Targets 2014/15   | What we achieved  | Our Plans for 15/16   |
|---|--|---|---|
| <b>Improved co-ordination and profile for positive messages / reassurance</b> | <p>Communication Plan developed to identify and take a co-ordinated approach to the range of media for dissemination of messages e.g. OWL, Neighbourhood Watch, TownSafe local media. Draft completed by end of May. Final version by end of June 2014.</p> <p>Community Safety Briefing issued quarterly to be available to members of the community. Information obtained from partners, draft completed, final version available end of April, July, October and January 2015.</p> <p>Increase in numbers</p> | <p>A review of Neighbourhood Watch and the OWL alert system is being carried out by the Office of the Police and Crime Commissioner (OPCC) which has delayed the development of the local communication plan.</p> <p>Three Community Safety Briefings have been produced giving general seasonal community safety advice and specific local partnership information. The Briefings were made available on the District Councils website it was also circulated to Partnership members and distributed to various places across the District including the police station and local libraries.</p> | <p>Communication Plan developed to identify and take a co-ordinated approach to the range of media for dissemination of messages e.g. OWL, Neighbourhood Watch, TownSafe local media. Draft completed by end of May. Final version by end of September 2015.</p> <p>Community Safety Briefing issued quarterly to be available to members of the community. Information obtained from partners, draft completed, final version available end of April, July, October and January 2016.</p> <p>Continue to hold 'copper with a copper' sessions across the District to enable residents to raise concerns.</p> |

| What we said we would do  | Measures & Targets 2014/15  | What we achieved  | Our Plans for 15/16   |
|---|---|---|---|
|   | <p>signed up to OWL alerts compared to previous year. (March 2015)</p> <p>Continue to release messages and increase Twitter followers from current number (2,492) by March 2015.</p> <p>Continue to hold 'cupper with a copper' sessions across the District to enable residents to raise concerns.</p>   |   |   |
| <p><b>'Where is your Child tonight?'</b> campaign to highlight activities available to young people to encourage their involvement</p>  | <p>Hold 4 sessions in 2014/15 location to be evidence led across the District - Burntwood 2 sessions in the spring with a further 2 sessions (summer/winter)</p> <p>Extend to include what's on offer during the summer holiday (July/August)</p> <p>Number of parents that engage during each campaign e.g. take information about activities. Additional young people taking part in activities and a reduction in ASB.</p> | <p>5 sessions held at local supermarkets and leisure centre to raise parents awareness of where their children and young people are on an evening. This was delivered in conjunction with the Community Safety Christmas Campaign. By raising awareness of where young people are and the activities they can access locally the local public's confidence will increase with the knowledge that young people are accessing positive activities. From June to December 2014 only 6 incidents of ASB reported to the police compared to 16 incidents reported from June – December 2013.</p> | <p>Hold 4 sessions in 2015/16 location to be evidence led across the District - Burntwood 2 sessions in the spring with a further 2 sessions (summer/winter)</p> <p>Extend to include what's on offer during the summer holiday (July/August)</p> <p>Number of parents that engage during each campaign e.g. take information about activities. Additional young people taking part in activities and a reduction in ASB.</p> |
| <p><b>Late Night Listeners</b> offer a calming and friendly presence within the city centre and deal with those who have had too much to drink and help them recover sufficiently to be able to get home.</p> | <p>Late Night Listener service to continue on Friday and Saturday nights within the city centre.</p> <p>Number of people that engage with the late night listeners monitored by weekly reports.</p> <p>Anecdotal impact it has on ASB and violence within the city which is</p>   | <p>Moved to covering Saturday night as the main night for the service. In addition also cover 2 Friday nights per month. Continue to see about 60 people each night. The ability to provide flip flops and a safe space for people has improved safety. A recent comment on Facebook about Late Night Listeners:</p> <p><i>So if anyone I know who reads this and knows someone who stands outside till stupid o'clock in the morning offering a</i></p>  | <p>To consolidate the service on Saturday nights. To maintain volunteer base and to provide suitable training to volunteers to ensure their safety and an improved service to the public.</p>   |



| What we said we would do  | Measures & Targets 2014/15  | What we achieved   | Our Plans for 15/16   |
|---|---|--|---|
|   | monitored on a monthly basis.   | <i>ear/smile/friendly face/cupper what you do makes a difference to this world and if only there was more less judgmental people like you life would be so much easier.</i>  |   |
| <b>Positive Futures</b> - project that offers sport and other activities to divert young people from ASB and other related behaviour. | 75% of referrals (received from LST. Police, ASB team) result in involvement in the project and that this is sustained for more than 3 months in 50% of referrals. 10 referrals in first 6 months.<br><br>50% of those accessing the project have home post codes within the wards with highest ASB | 10 young people referred onto Positive Futures by police etc.<br>7 of the 10 referrals have been attending on a regular basis for more than 3 months.<br>7 attending from Boney Hay, 23 from Chasetown, 34 from Summerfield.<br>T3 have attended some sessions to make contact with local young people and provide information and advice on alcohol and drugs issues. They have made contact with 27 young people to date.<br>To date we have supported young people to gain over 29 qualifications / accreditations over the last 12 months including Sports Leaders and sports specific activator workshops.<br>179 young people attend Positive Futures sessions | 75% of referrals (received from LST. Police, ASB team) result in involvement in the project and that this is sustained for more than 3 months in 50% of referrals. 10 referrals in first 6 months.<br><br>50% of those accessing the project have home post codes within the wards with highest ASB |
| <b>Co-ordinate low level intervention activities</b> (e.g. mediation problem solving) to prevent escalation of anti-social behaviour  | Incidence of anti social behaviour maintained at performance level achieved in 2012/13  | The level of anti social behaviour across the District has increased by 8.2% (143 incidents) over the last 12 months. Many of these incidents relate to on-going neighbour disputes. Despite this increase over the past 5 years there is still a 39.6% reduction.   | Incidence of anti social behaviour maintained at performance level achieved in 2012/13 (baseline)   |
| <b>Establish new Anti-Social Behaviour measures</b> with partners linking into county approach.                                       | New   | New  | Discuss draft procedures with partners (February 2015)<br><br>Attend County ASB meeting and revise procedures accordingly (March 2015)<br><br>Agree procedures with partners and take to CHH O&S Committee (Summer  |

| What we said we would do  | Measures & Targets 2014/15 | What we achieved | Our Plans for 15/16   |
|---|----------------------------|------------------|---|
|   |                            |                  | 2015)<br>Launch procedures in local press (Summer 2015)<br>Monitor, evaluate and amend (on going)   |
| <b>Safer Neighbourhood Panels</b> a PCC initiative to promote local ownership and accountability of policing across the county. | New                        | New              | Liaise with the OPCC on current pilot. (Summer 2015)<br>Consult with partners and community. (Autumn 2015)<br>Assist set up of Panel within the district. (Winter 2015) |

## Support Vulnerable Members of the Community

*PCC priority "Supporting Victims and Witnesses – making it easier for victims and witnesses to receive the support they need"*

It was recommended that the Partnership continued to provide support to members of the community who are most at-risk and need the most support, particularly victims of violent and serious acquisitive crimes. Vulnerability takes many forms, and while different groups are more susceptible to different type of issue than others, it is recommended that activity should include positive support for older residents, particularly people suffering from age related illnesses, and victims and families of domestic abuse. It is further recommended that support is provided for communities at risk of social isolation, and to deter doorstep calls, thereby increasing feelings of safety.

| What we said we would do  | Measures & Targets 2014/15   | What we achieved   | Our Plans for 15/16  |
|---|--|--|--|
| <b>Anti Social Behaviour Champion</b> the ASB Champion works with individuals and families suffering from ASB. They may require support with contacting agencies, gaining an harassment order, injunction etc | Maintain level of referrals received at 49 per year<br><br>Recruit 2 volunteers through Victim Support who will offer low level emotional support<br><br>Quality service reviews show 100% satisfaction from clients | From April 2014 to March 2015, the ASB Champion received 35 referrals: there was 100 % take up rate of the service. As well as the referrals, the ASB Champion is carrying a caseload of 18 cases. The ASB Champion works 17 hours per week for Lichfield District Council.<br><br>Due to internal changes within Victim Support and the uncertainty of the project continuing recruiting volunteers has been delayed. | Seek funding to ensure this post continues after March 2015.<br><br>Maintain level of referrals received at 49 per year<br><br>Recruit 2 volunteers through Victim Support who will offer low level emotional support<br><br>Quality service reviews show 100% satisfaction from clients |
| <b>Peer mentors</b> This scheme will provide volunteers (some ex-service users) with skills to offer admin  | Recruit approximately 4 volunteers through the Family Justice Centre. Induction  | Four volunteers have been recruited. One into the role of admin support and help with group activities. This is a great encouragement to those who   | Recruit approximately 4 volunteers through the Family Justice Centre. Induction and training (spring 2015)   |

| What we said we would do  | Measures & Targets 2014/15   | What we achieved   | Our Plans for 15/16   |
|---|--|--|---|
| and/or front line support   | and training (December 2014)<br>Evaluation (March 2015)  | are new to the service and can see that progress that is possible. The second has been helping with the creches and aspires to train to work with children. The other two volunteers are currently training to carry out risk assessments and work on the helpline. One is also studying for a Law degree.   | Evaluation (March 2016)   |
| Continue to raise awareness about <b>domestic abuse</b>   | Carry out at least four awareness raising activities including:<br>A repeat of the 'Walk a Mile in Her Shoes' event (Oct)<br>Impact of the World Cup when it is likely that incidents will rise. (Summer)<br>Male victims and the services available to them. (Autumn)<br>Valentines Day event (February 2015) | The World Cup campaign had a positive impact with no related incidents of domestic abuse being recorded. Over the Christmas and New Year period similar messages were issued via Twitter and through the local Press again with positive results. Pathway now provides a '4Men' weekly drop-in service for male victims and may consider recruiting male volunteers to support male victims if appropriate. Posters and leaflets were distributed to support the Valentines Day campaign. The 'Walk A Mile' event will be held in June/July 2015: this time it will not be in her shoes to acknowledge men are also victims.                 | Carry out at least four awareness raising activities including:<br>A repeat of the 'Walk a Mile' event (June 2015)<br>Male victims and the services available to them. (on going)<br>Christmas/New Year Campaign 2015<br>Valentines Day event (February 2016) |
| <b>No Cold Calling Zones</b> The zones are designed to discourage cold callers that claim to be selling goods or offering services around the house or garden. Each zone will be registered as a Neighbourhood Watch scheme | Impact of the first No Cold Calling Zones evaluated (September 2014)<br><br>Subject to the evaluation, establish additional Zones across the District  | We have now completed 46 No Cold Calling schemes across the district, in Lichfield, Burntwood, Shenstone, Stonnall and Armitage with Handsacre. An evaluation form is sent out to residents once the zone has been running for 6 months asking what impact the project has had on them. So far we have sent out evaluations to 21 streets with between 10% and 79% of residents returning the forms. Overall the response has been very positive and residents are pleased with the impact No Cold Calling zones have had on the number of door step traders entering their street and feel more confident in dealing with them if required. | Develop zones in partnership with the police in specified areas. Consult with relevant residents.<br><br>Continue to evaluate impact of the Zones (on going)<br><br>Subject to the evaluation, continue with additional Zones across the District             |

| What we said we would do  | Measures & Targets 2014/15   | What we achieved   | Our Plans for 15/16   |
|---|--|--|---|
|   |  | Trading Standards (in conjunction with the police and Lichfield District Council) have held four talks for residents in Lichfield (2 talks), Burntwood and Stonnall. Trading Standards explain more about the different types of scams that can occur and how best to avoid them.  |   |
| <b>Make Every Adult Matter (MEAM)</b> is a national project looking at complex cases with multiple issues; Staffordshire have won some funding to undertake a pilot in Lichfield and Tamworth. The project has a homelessness focus and is supported by various organisations including mental health services. | <p>Develop links with relevant agencies including safeguarding teams. (March 2014)</p> <p>Identify people with multiple needs and what their issues are. (March 2014)</p> <p>Develop a protocol / set of principles to facilitate local co-ordination. (March 2014)</p> <p>Evaluate progress (September 2014 &amp; March 2015)</p> | After discussions with the relevant agencies and attending MEAM meetings it was agreed not to continue with the MEAM project. It was agreed local working practices in place met the objectives and principles of the MEAM project in both Lichfield and Tamworth. The identified agencies already attended the weekly multi agency problem solving Partnership Briefing meeting: the remit was extended to include safeguarding vulnerable people with complex needs. |   |
| <b>Social Media Campaign</b> for young people and parents to raise awareness of the issues and promote safety messages.   | <p>Liaise with partners and produce materials (March 2014)</p> <p>Pilot (April 2014)</p> <p>Develop programme with schools and other locations (May 2014)</p> <p>Carry out campaign (June – Dec)</p> <p>Evaluate (Jan-Feb 2015)</p>  | This year Staffordshire Buddies the project lead agency have gone through a restructure which has impacted on this project which will be taken forward into 2015/16.   | <p>Develop programme with schools within the district (May 2014)</p> <p>Carry out campaign (June – Dec)</p> <p>Evaluate (Jan-Feb 2016)</p>  |
| <b>Child Sexual Exploitation (CSE)</b> has been identified as an issue that needs to be addressed by partners following the Rotherham Inquiry.  | New in 2015/16   | New in 2015/16   | <p>CSE to be a standard agenda item for the Partnership Briefings and Responsible Bodies Group. (March 2015)</p> <p>Liaise partners re county wide campaigns including 'Stop the Traffik'</p> |

| What we said we would do   | Measures & Targets 2014/15 | What we achieved | Our Plans for 15/16   |
|--|----------------------------|------------------|---|
|  |                            |                  | Support National Awareness Raising Day (18/3/15)<br><br>Training programme for staff and partners (commence summer 2015)<br><br>Training for Elected Members (Winter 2015/spring 2016)          |
| <b>Partnership Hub meetings to meet the needs of vulnerable members of our community</b> | New in 2015/16             | New 2015/16      | Continue to develop links with relevant agencies including mental health teams.<br><br>Identify people with multiple needs and what their issues are.<br><br>Evaluate progress (September 2016) |

## Target High Crime Areas Including Businesses

*PCC priority "Early Intervention – tackling root causes before they become a problem"*

Overall reductions in crime and disorder can mask emerging community safety problems and can have a disproportionate impact on communities therefore it is important to note variations in different types of issues at a local level. It is recommended that the Partnership continues to target high crime areas and also works to understand the underlying causes of location specific issues, particularly in areas where overall rates of crime and disorder are comparatively low.

| What we said we would do                           | Measures & Targets 2014/15  | What we achieved  | Our Plans for 15/16  |
|--|---|---|--|
| <b>Enforcement of Scrap Metal Dealers Act 2013</b> | Undertake 3 joint enforcement operations between the police and environmental health officers to target illegal scrap metal dealers operating in the District | Undertook 6 joint enforcement operations between the police and environmental health targeting illegal scrap metal dealers operating in the District.<br><br>Prosecuted 4 mobile scrap metal dealer for operating without a licence. Issued 1 simple caution for operating without a licence. Prosecuted 1 licensed scrap metal dealer for sounding a loud speaker to advertise his business. | Undertake 3 joint enforcement operations between the police and environmental health officers to target illegal scrap metal dealers operating in the District<br><br>Link to the No Cold Calling project by including information in the packs |
| <b>Identify business crime as an issue</b>         | Investigate situation within the city centre: under reporting,  | Townsafe has a database which is populated with data on incident & offenders. It holds regular briefings for  | Investigate situation within the city centre: under reporting, current trends.   |

|   |  |  |  |
|---|--|--|--|
|   | current trends.<br>Develop and monitor action plan | both Daytime & Nightlife economies.<br><br>The Nightlife/Pubwatch briefings are very well attended with all licensees attending some meetings & some attending all.<br><br>The daytime briefings are less well attended mainly due to staffing constraints which make it difficult for staff to be released to attend. However there is a nucleus of managers who do attend all meetings.<br><br>Reporting incidents is still inconsistent with the Townsafe Business Crime Manager getting most information through the police Partnerships Manager & then following up with relevant stores. Again there is a nucleus of stores who do report in directly using the Acisweb online reporting system. | Develop and monitor action plan  |
| <b>Support the Lichfield Business Improvement District (BID) scheme</b> regarding community safety projects | New in 2015/16                                     | New in 2015/16   | Link into the BID team<br><br>Attend meetings etc as required  |
| <b>Develop the 'Prevent' agenda</b> a government strategy to stop people becoming involved in terrorism     | New in 2015/16                                     | New in 2015/16   | Work with partners to develop this agenda with members of the local community including businesses.<br><br>Refresh the PREVENT local action plan (June 2015) |

## Reduce the impact of the misuse of alcohol and other substances

*PCC priority "Early Intervention – tackling root causes before they become a problem"*

It was recommended that work takes place locally alongside partners (such as Trading Standards, the Youth and Community Service and Staffordshire Police) to reduce the impact of the misuse of alcohol, particularly among young people. This should consist of a combination of education and enforcement activities, aimed at reducing alcohol related crime and disorder. This was particularly important in terms of the night time economy.

Such measures will contribute towards making Lichfield District a safe, healthy and prosperous place to live, work and socialise.

| What we said we would do  | Measures & Targets 2014/15  | What we achieved   | Our Plans for 15/16  |
|---|---|--|--|
| <b>To develop a coherent alcohol plan that is specific to the needs of Lichfield and complements County Commissioning.</b>  | <p>Hold a workshop to assess local situation identifying needs and gaps (March 2014)</p> <p>Develop report and agree actions with partners and take to District Board @ June 2014 for approval</p> <p>Commence actions and monitor on a quarterly basis</p> | <p>We have established a local Responsible Bodies Group (RBG) in line with a county approach to tackling alcohol by taking a holistic approach including enforcement and health aspects. Local activities included supporting the ACCPO National Alcohol Awareness Campaign and I'll Be Des (designate driver) and drink driving over the Christmas period. As a result of the Rotherham Inquiry the remit of the RBG was extended to include Child Sexual Exploitation (CSE).</p> | <p>Link into National Child Sexual Exploitation awareness raising campaign (March 2015)</p> <p>Develop action plan and agree actions with partners (April 2015)</p> <p>Commence actions and monitor on a quarterly basis</p> |
| <b>Web Site for Lichfield Townsafe Business Partnership / Pub watch to enable community safety messages to be promoted within local establishments, for example, promoting local campaigns e.g. the Drink Drive campaign.</b> | <p>Website for the Lichfield Townsafe / Pubwatch up and running (April 2014)</p>  | <p>This project was completed in September 2014 &amp; the Chairman of Townsafe has received training on operation of the website. Townsafe are currently populating the site with info regarding members &amp; services available.</p>   |  |
| <b>Operation Safer Nights to tackle alcohol related violent crime within the city centre.</b>   | <p>Operations as required within the city centre for example during the world cup involving the police, fire service, trading standards and environmental health officers</p>   | <p>Joint operations have been carried out within the city centre throughout the year in particular during local football matches and other events when there is potential for problems to occur.</p>   | <p>Operations as required within the city centre involving the police, fire service, trading standards and environmental health officers</p>   |
| <b>Test Purchasing and proxy sales to be carried out by Trading Standards</b>   | <p>Targeted test purchasing throughout the year.</p> <p>Firework safety campaign (October/November 2014)</p>  | <p>2 TP operations completed in Lichfield district in Off-Licenses (July and December). 17 premises tested, 2 sales of alcohol = 12% failure rate</p> <p>No proxy sale initiative undertaken.</p> <p>Limited fireworks awareness</p>   | <p>Targeted Off-Licence test purchasing throughout the year.</p> <p>Proxy sale awareness to be raised during targeted On-Licence premise advice visits and toolkit delivery.</p> <p>Firework safety campaign</p>             |



|  |  |   |                         |
|--|--|---|-------------------------|
|  |  | undertaken with FARS. No test purchase conducted. | (October/November 2015) |
|--|--|---|-------------------------|

## Maximise impact of 'Building Resilient Families and Communities'

*PCC priority "Early Intervention – tackling root causes before they become a problem"*

In order to maximize the impact of 'Building Resilient Families and Communities' it is recommended that work takes place locally with partners (such as housing associations, Staffordshire Police etc.) and with the Insight Team at Staffordshire County Council to identify families that may be included as part of the BRFC under a local discretionary measure. This approach would make maximum use of the local knowledge of partners who priorities include successful outcomes resulting from early intervention and prevention.

| What we said we would do  | Measures & Targets 2014/15   | What we achieved  | Our Plans for 15/16  |
|---|--|---|--|
| Maximise impact of <b>Building Resilient Families</b> and Communities across the District | <p>Reduce ASB / crime over a 6 month period</p> <p>Improve school attendance above 85% over 3 school terms</p> <p>Get people back into continuous employment</p> | <p>The Lichfield project "Supporting Families" has seen a very successful year with positive progress being made with 82% of the 103 families engaged through the project.</p> <p>A pilot project at Nether Stowe school, initially funded by the project, has been continued with funding from all 3 Lichfield high schools due to its success in raising attendance and achievement.</p> <p>£45k of the payment by result rewards has been re-invested locally through the Locality Commissioning Prospectus to reduce worklessness and increase diversionary youth activities to reduce ASB.</p> | <p>Reduce ASB / crime over a 6 month period</p> <p>Improve school attendance above 85% over 3 school terms</p> <p>Get people back into continuous employment</p> |

## Reducing Re-offending

*PCC priority "Managing Offenders – preventing offending in the first place and reducing the likelihood of re-offending"*

Reducing re-offending is recognised as fundamental to reducing crime in local communities. In order to reduce the impact of offending behaviour and reduce re-offending, it is recommended that the Partnership continue to support and work with



partner agencies within the Integrated Offender Management (IOM) framework, to tackle the causes of offending behaviour and break the destructive cycle of crime, with the aim of reducing crime and improving residents feelings of safety.

| What we said we would do   | Measures & Targets 2014/15  | What we achieved   | Our Plans for 15/16   |
|--|---|--|---|
| <b>Enhance vocational skills for ex offenders</b> doing unpaid work in the district jointly through the Probation Service          | Identify those suitable for the project and put together a development plan. Provide additional tools needed for the project. (September 2014)<br><br>Evaluate (March 2015)                                   | No progress<br><br>The project has not started because the Community Probation Trust has been going through a complete business re-organisation.<br><br>We expect a new look organisation to pick up some of the work streams of the old, and at that point we'll be able to decide if this project is still deliverable.                          | Identify those suitable for the project and put together a development plan. Provide additional tools needed for the project. (September 2015)<br><br>Evaluate (March 2016)                                   |
| <b>Working with female ex offenders;</b> this is a new area of work that Pathway are developing in conjunction with Lives Released | Investigate funding opportunities and consider the viability of this project which requires at least one full time worker so needs additional funding to that of the CSP (with a view to commence March 2015) | The current financial position has resulted in the progress of this project being delayed.   | Investigate funding opportunities and consider the viability of this project which requires at least one full time worker so needs additional funding to that of the CSP (with a view to commence March 2016) |
| <b>Support the Lichfield Churches Criminal Justice Forum to develop 'Lives Released'</b>   | Evaluation of project so far (April 2014)   | Lives Released have been successful in engaging with 5 ex-offenders in the Lichfield District and Tamworth areas. They offered a non-judgmental approach through their mentoring scheme and attempted to ensure those with whom we have worked have had an opportunity to integrate into the community and disengage with any criminal activities. | Evaluation of project so far (April 2015)   |

| <b>Organisations which make up the<br/>Community Safety Partnership</b>   |
|---|
| <b>Bromford Living</b>  |
| <b>Burntwood Town Council</b>   |
| <b>Business &amp; Economic Partnership for Tamworth &amp; Lichfield</b>   |
| <b>Chase Terrace Technology College</b>                                   |
| <b>Chamber of Trade and Commerce</b>                                      |
| <b>Community Payback</b>  |
| <b>Crime Stoppers</b>   |
| <b>Defence Medical Services Whittington</b>                               |
| <b>Lichfield Churches Justice Forum</b>                                   |
| <b>Lichfield City Council</b>   |
| <b>Lichfield District Council</b>   |
| <b>Lichfield District Crime Prevention Panel</b>                          |
| <b>Lichfield Licensees Forum</b>  |
| <b>Lives Released</b>   |
| <b>Local Support Teams</b>  |
| <b>Midland Heart Housing Association</b>                                  |
| <b>Neighbourhood Watch</b>  |
| <b>Partners Against Crimes of Hate</b>                                    |
| <b>Pathway Project</b>  |
| <b>Positive Futures</b>   |
| <b>Pub Watch</b>  |
| <b>South East Staffordshire and Seisdon Clinical Commissioning Group</b>  |
| <b>South East Staffordshire Citizens Advice Bureau</b>                    |
| <b>St Giles Hospice</b>   |
| <b>Staffordshire &amp; West Midlands Probation Trust</b>                  |
| <b>Staffordshire Buddies</b>  |
| <b>Staffordshire County Council – Stronger and Safer Communities Team</b> |
| <b>Staffordshire County Council – Trading Standards</b>                   |
| <b>Staffordshire Fire &amp; Rescue</b>                                    |
| <b>Staffordshire Observatory</b>  |
| <b>Staffordshire Police</b>   |
| <b>Staffordshire T3</b>   |
| <b>Staffordshire Public Health</b>  |
| <b>Strategic Housing Partnership for Lichfield District</b>               |
| <b>Support Staffordshire (Lichfield)</b>                                  |
| <b>Three Spires Shopping Centre</b>                                       |
| <b>Townsafe Business Partnership</b>                                      |
| <b>VAST – Support Staffordshire</b>                                       |
| <b>Victim Support</b>   |



# Lichfield District Key Community Safety Indicators 2014/15 - Year to Date

A summary of crime and anti-social behaviour recorded by year, plus 2014/15 year to date (see footnote for dates)

## Lichfield District

## Appendix B

| Category                  | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15*<br>YTD | Annual Change<br>2012/13 - 2013/14 |       | Direction of<br>Travel | 5 Year Change<br>2009/10 -<br>2013/14 | Rate Per 1,000<br>Population |        |        |
|---------------------------|---------|---------|---------|---------|---------|-----------------|------------------------------------|-------|------------------------|---------------------------------------|------------------------------|--------|--------|
|                           |         |         |         |         |         |                 | Number                             | %     |                        |                                       | District                     | County | County |
| All Recorded Crime        | 4,829   | 4,615   | 4,326   | 3,770   | 3,626   | 3,132           | 144                                | -3.8% | ▼                      | -                                     | 30.8                         | 39.0   | Below  |
| Anti-Social Behaviour     | 3,140   | 2,262   | 1,807   | 1,754   | 1,897   | 1,723           | 143                                |       | ▲                      | 24.9%                                 | 16.9                         | 20.2   | Below  |
| Violent Crime             | 1,138   | 887     | 906     | 793     | 903     | 756             | 110                                |       | ▲                      | -                                     | 7.4                          | 10.5   | Below  |
| Violence With Injury      | 529     | 414     | 374     | 453     | 367     | 403             |                                    | 13.9  | ▼                      | 20.7%                                 | 4.0                          | 5.3    | Below  |
| Domestic Violence         | 207     | 262     | 216     | 198     | 239     | 215             |                                    | %     | ▲                      | -                                     | 2.1                          | 3.3    | Below  |
| Serious Acquisitive Crime | 831     | 937     | 717     | 660     | 571     | 444             | 86                                 | -     | ▼                      | 30.6%                                 | 4.4                          | 4.9    | Below  |
| Theft Of Motor Vehicle    | 115     | 145     | 101     | 87      | 74      | 59              | 19.0%                              |       | ▼                      | 15.5%                                 | 0.6                          | 0.7    | Below  |
| Theft From Motor Vehicle  | 381     | 388     | 325     | 317     | 238     | 195             | 41                                 | 20.7  | ▼                      | 31.3%                                 | 1.9                          | 2.3    | Below  |
| Burglary Of Dwellings     | 296     | 359     | 259     | 234     | 246     | 169             |                                    | %     | ▲                      | -                                     | 1.7                          | 1.7    | Below  |
| Robbery Personal          | 37      | 33      | 26      | 22      | 13      | 21              | 89                                 | -     | ▼                      | 35.7%                                 | 0.2                          | 0.2    | Below  |
| Burglary Other Buildings  | 342     | 324     | 355     | 311     | 295     | 185             | 16                                 | -5.1% | ▼                      | -13.7%                                | 1.8                          | 2.6    | Below  |
| Other Theft               | 598     | 574     | 678     | 594     | 618     | 828             | 24                                 |       | ▲                      | 3.3%                                  | 8.1                          | 9.8    | Below  |
| Drug Offences             | 148     | 154     | 216     | 189     | 189     | 154             |                                    | 4.0   | ▼                      | 27.7%                                 | 1.5                          | 1.8    | Below  |
| Criminal Damage           | 886     | 786     | 758     | 577     | 511     | 458             |                                    | %     | ▼                      | -42.3%                                | 4.5                          | 5.6    | Below  |
| Arson                     | 28      | 31      | 26      | 14      | 18      | 18              | -                                  | 0.0   | ▲                      | -35.7%                                | 0.2                          | 0.2    | Below  |

## Staffordshire County

| Category                      | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15*<br>YTD | Annual Change<br>2012/13 - 2013/14 |        | Direction of<br>Travel | 5 Year Change<br>2009/10 -<br>2013/14 |
|-------------------------------|---------|---------|---------|---------|---------|-----------------|------------------------------------|--------|------------------------|---------------------------------------|
|                               |         |         |         |         |         |                 | Number                             | %      |                        |                                       |
| All Recorded Crime            | 49,959  | 45,136  | 43,049  | 38,368  | 38,021  | 33,460          | 347                                | -0.9%  | ▼                      | -33.0%                                |
| Anti-Social Behaviour         | 32,168  | 26,668  | 21,208  | 19,788  | 19,986  | 17,286          | 198                                | 1.0%   | ▲                      | -46.3%                                |
| Violent Crime                 | 13,240  | 12,024  | 10,430  | 9,686   | 11,009  | 8,995           | 1,323                              | 13.7%  | ▲                      | -32.1%                                |
| Violence With Injury          | 6,205   | 5,377   | 4,485   | 4,170   | 4,631   | 4,584           | 461                                | 11.1%  | ▲                      | -26.1%                                |
| Domestic Violence**           | 2,782   | 3,034   | 2,580   | 2,628   | 3,006   | 2,856           | 378                                | 14.4%  | ▲                      | 2.7%                                  |
| Serious Acquisitive Crime     | 7,122   | 6,540   | 5,711   | 5,197   | 4,886   | 4,190           | 311                                | -6.0%  | ▼                      | -41.2%                                |
| Theft Of Motor Vehicle        | 1,141   | 1,046   | 888     | 688     | 711     | 567             | 23                                 | 3.3%   | ▲                      | -50.3%                                |
| Theft From Motor Vehicle      | 3,180   | 2,935   | 2,468   | 2,360   | 2,184   | 1,935           | 176                                | -7.5%  | ▼                      | -39.2%                                |
| Burglary (Rate Per Housholds) | 2,429   | 2,265   | 2,108   | 1,914   | 1,770   | 1,490           | 144                                | -7.5%  | ▼                      | -38.7%                                |
| Robbery Personal              | 357     | 241     | 207     | 235     | 221     | 198             | 14                                 | -6.0%  | ▼                      | -44.5%                                |
| Burglary Other Buildings      | 3,203   | 3,311   | 3,222   | 2,864   | 2,448   | 2,243           | 416                                | -14.5% | ▼                      | -30.0%                                |
| Other Theft                   | 4,967   | 5,444   | 7,008   | 5,498   | 5,473   | 8,428           | 25                                 | -0.5%  | ▼                      | 69.7%                                 |
| Drug Offences                 | 1,922   | 1,983   | 2,466   | 1,878   | 2,264   | 1,510           | 386                                | 20.6%  | ▲                      | -21.4%                                |
| Criminal Damage               | 10,571  | 9,029   | 8,167   | 6,471   | 6,137   | 4,776           | 334                                | -5.2%  | ▼                      | -54.8%                                |
| Arson                         | 384     | 390     | 348     | 236     | 229     | 214             | 7                                  | -3.0%  | ▼                      | -44.3%                                |

\* covers 1st April 2014 to 5th February 2015, this is based on real time data and the figures are subject to change

\*\* covers July 2014 to December 2014, there was a change in the definition in July 2014 to include family members as well as partners and so it is not appropriate to compare with previous years

## SUBMISSION TO COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY)

### COMMITTEE

Date: 25<sup>th</sup> March 2015

Agenda Item: 7

Contact Officer: Helen Titterton

Telephone: 01543 308700

Local Ward Members:

Relevant to all wards

## SUBMISSION BY CABINET MEMBER FOR COMMUNITY, HOUSING AND HEALTH

### LOCALITY COMMISSIONING UPDATE

#### 1. Purpose of Report

- 1.1 This report is a follow up to a report to the March meeting of this Committee and provides an update on the results of the locality commissioning process to date.

#### 2. Background

- 2.1 The closing date for applications against the 14 Lots which formed the Locality Commissioning Prospectus 2015 was 2<sup>nd</sup> January 2015. A total of 73 applications were received; the details are set out at **Appendix A**. Following initial screening (to check the applicants had a Constitution, annual accounts, equality and diversity policy etc), 54 applications went forward for scoring

#### Assessing the Bids

- 2.2 Bids were scored (0-5) on the following criteria
- Organisational capability – is there sufficient evidence of the applicant's experience, knowledge of delivery and capacity relevant to the proposed project including management / supervision / performance / project management skills and experience?
  - Evidence base – does the project address identified needs and does it make clear which needs it will meet? Does the project show a good understanding of local needs?
  - Outcomes – will the proposed project/activity effectively deliver the relevant outcomes identified in the proposal? How well do the project outcomes meet the needs identified?
  - Meeting cross cutting principles – how well does the applicant identify and evidence how the project meets the cross cutting principles (listed on pages 4-5 of the Prospectus)?
  - Value for money – what is the total cost of the project or service? Percentage of funding required of total project and links to core business? What is the added value brought by the applicant organisation?
  - Sustainability - how sustainable is the project / activity or is there an exit strategy if funding ends?
- 2.3 A multi agency officer Panel was convened to consider the bids received in each Lot; the Panels comprised of representatives of the relevant funding bodies plus specialists in the subject area covered by the Lot eg. a representative from Federation of Small Businesses took part in the Panel for Lot 2 (Opportunities for training, volunteering and employment)

- 2.4 Following the Panel scoring process, the recommendations were presented to the Locality Commissioning Board which provided a moderating role and made final decisions about the allocation of funding.
- 2.5 A list of the successful applicants is set out at **Appendix B**. All have been notified and the outcome of the locality commissioning process has been placed on the Council's website. Further publicity will take place following the May elections.

### **Next Steps**

- 2.6 During February, work has been underway to negotiate Agreements with the successful applicants and this is now close to completion. The projects and activities which will be undertaken by each provider are being reviewed by the Board and the final Agreements will be signed off by the Cabinet Member for Community, Housing and Health.
- 2.7 Of course, any competitive process will result in some applicants who are unsuccessful. The Board has undertaken a mapping exercise to review the potential impact of the funding decisions on organisations which are currently funded by at least one of the partners (until 31<sup>st</sup> March 2015). Local organisations which deliver bereavement services, support to adults with learning disabilities and support to victims of anti social behaviour were identified as being the most affected. Partners will consider individually if there are any transitional arrangements they wish to put in place to support these organisations in the short term. Organisations which were awarded funding from the District Council in 2012 were aware that this funding would come to an end in March 2015 as per their Service Level Agreement.
- 2.8 Services for early years had not been identified as a shared priority for Lichfield District Partnership within the Prospectus; this may need to be reviewed next time. However, it was noted that the County Council is undertaking a procurement for the Lichfield Early Attachment Pathway (LEAP) and this will bring new evidence based services for families with young children into the district from April 2015.
- 2.9 The Board has also considered the future funding position for the Work Clubs and the Let's Work Together (LWT) project. Discussions will be taking place with Business Development Services, Bromford and the Job Centre regarding the future Work Club need / provision within the context of reducing local unemployment. In the meantime, Support Staffordshire will sustain the existing Work Clubs (Jigsaw, Bromford Hub, Burntwood Library, Handsacre Methodist Church and St Paul's Church Fazeley) until 30<sup>th</sup> June.
- 2.10 Regarding LWT, a discussion will take place within the CCG regarding the impact of withdrawal of funding for this scheme (which will cease at 31<sup>st</sup> March 2015).

### **Uncommitted Funding**

- 2.11 Following the above exercise, £166k of the locality commissioning budget remains unspent (including approximately £22k of LDC revenue budget used to support community and voluntary organisations). This is because no eligible applications were received against 3 of the Lots (including preventing homelessness and supporting people who are homeless) and in other areas the quality of the applications was inadequate and did not meet the minimum level required by the Board. In addition, it is likely that some additional funding will be made available arising from reward grant (Building Resilient Families and Communities) and a further sum for prevention, loneliness and befriending (£15-20k anticipated). The Board will meet again in April to consider the options including to deliver a further commissioning exercise during the summer.

### **Learning Points**

- 2.12 The Board has undertaken a review of the learning points which have arisen through this first locality commissioning exercise. In summary these include:

- The process has been extremely time consuming and required considerable input from LDC officers and partners; although it is anticipated that any future commissioning exercises should be quicker and easier to deliver (now that the process and procedures have been developed and are in place), we do need to be mindful of the overhead cost to the District Council (which has been the administrative lead and accountable body)
- The legal and VAT implications of locality commissioning have required careful consideration; advice is still awaited from HM Revenues and Customs regarding the VAT treatment of the locality commissioning budget
- The differences between 'commissioning' and 'grant funding' emerged during the process. The term 'commissioning', whilst adopted countywide, is a misnomer as commissioning would require the development of a clear specification for services which are let through a robust procurement process. The approach we have adopted has started from identifying the outcomes that the Locality Commissioning Board wished to invest in and then asking applicants to outline what they would do to achieve these outcomes. This is more consistent with a grant funding than a commissioning model and has implications for VAT treatment
- The outcomes set out in the Prospectus were in some instances too broad resulting in a wide range of applications which were more difficult to compare. Next time, needs and outcomes will be more targeted and specific with greater emphasis on highest priority areas. There were also some perceived gaps in the outcomes included around early years, young people and learning disabilities.
- The quality of applications was disappointing; some applicants did not tailor their submissions to the outcomes in the prospectus, just reiterated what they do already. The lack of innovation and creativity within the bids was also noted.
- There were very few collaborative bids despite encouraging applicants to work together; it may be that organisations needed more time than was available to work up joint bids
- Some applicants found it difficult to 'fit' their bid into a single Lot owing to the cross cutting nature of what was proposed; consideration will be given to reviewing the scoring system so that the value of cross cutting bids that could meet several outcomes are better recognised

2.13 The Board is going to seek feedback from all applicants (and from the community and voluntary sector generally) to assess how the process could be improved from the 'customer' perspective

### **3. Recommendation**

3.1 Members are asked to note this report

### **4. Financial Implications**

4.1 Lichfield District Council is the accountable body for locality commissioning and the Cabinet has agreed reports to accept funding from the County Council, Clinical Commissioning Group and Office of the Police and Crime Commissioner.

4.2 So far £332k has been invested through the locality commissioning process and £166k remains in the budget. The District Council has invested £177k into the locality commissioning budget.

### **5. Plan for Lichfield District Implications**

5.1 Locality Commissioning has the potential to achieve positive benefits against all of the themes and many of the aims set out in the Strategic Plan. As the District Council's own

contribution is to be invested in the community and voluntary sector, this particularly supports the aim:

- We'll support and encourage individuals and groups to take responsibility for shaping and improving their communities through voluntary effort and social action, and support a thriving and diverse community and voluntary sector.

## **6. Community Benefits**

- 6.1 The priorities for locality commissioning have been established based on identified community need taken from local data and intelligence.
- 6.2 By collaborating and aligning priorities and funding between four public sector organisations, we should be able to achieve better value for money and a greater number and range of positive outcomes for local people than would have been possible were we all to act independently.

## **7. Equality & Diversity Implications**

- 7.1 Several of the funding lots will deliver services / positive outcomes for people who are older / disabled including:
- Promoting positive mental health
  - Enabling independence
- and the Lot 'early intervention and tackling root causes of crime and anti social behaviour' may particularly benefit younger people

## **8. Human Rights Issues**

- 8.1 None identified

## **9. Crime and Safety Issues**

- 9.1 The Police and Crime Commissioner for Staffordshire is making up to £72k available to be spent to meet his objectives as set out in 'Safer, Fairer, United Communities for Staffordshire 2013 – 2018'
- 9.2 The Pathway Project has been awarded £20k against the Lot 'supporting victims and witnesses' and the District Council has been awarded £25k against the Lot 'early intervention' to enable the continuation of the Positive Futures project in Burntwood.

## **10. Risk Management Issues**

|   | Risk Description   | Likelihood / Impact | Status                   | Countermeasure  |
|---|--|---------------------|--------------------------|---|
| A | Limited resources to undertake and oversee the Joint commissioning process | Medium/Significant  | Partnership/ Contractual | Regular partnership engagement and close monitoring of projects by the Commissioning Board                          |
| B | Failure to reach agreement on priorities for funding                       | Medium/Significant  | Partnership/ Contractual | Term of reference of Commissioning Board and its ongoing management   |
| C | Availability of future funding to meet commissioning commitments           | Medium/Significant  | Partnership/ Contractual | Regular review of the terms of reference of Commissioning Board and its ongoing management, especially in the early |



|   | Risk Description  | Likelihood / Impact | Status                                 | Countermeasure  |
|---|---|---------------------|--|---|
|   |   |                     |  | stages  |
| D | That the process / outcomes of allocating funding locally are unsuccessful  | Medium/ low         | Financial                              | Regular monitoring reports to be produced   |
| E | The VAT status of LCB commissioning process is currently being determined   | Medium/medium       | Financial/<br>Reputational             | We are currently discussed the VAT status of the LCB process with the Council's VAT advisors.                   |
| F | The risks associated with locality commissioning will primarily be the responsibility of the District Council as the Accountable Body | Medium / medium     | Financial /<br>legal /<br>reputational | The Council is currently receiving legal and financial advice in relation to the LCB's governance and processes |

**Background Documents:** Report on Locality Commissioning to Community, Housing and Health Overview and Scrutiny Committee, 14<sup>th</sup> January 2015

## LOCALITY COMMISSIONING UPDATE : SUBMISSIONS RECEIVED

Lots which are shaded are those where LDC is contributing funding

| Lot No | Lot Name  | Value        | % of Total Value | No of Applications | Value of Applications | % of Total Value |
|--------|---|--------------|------------------|--------------------|-----------------------|------------------|
| 1      | Income maximisation / reduce debt                       | £47k         | 9.5%             | 2                  | £75,744               | 4.6%             |
| 2      | Opportunities for training, volunteering and employment | £32.5k       | 6.5%             | 6                  | £146,627              | 8.8%             |
| 3      | Increasing physical activity                            | £57k         | 11.5%            | 12                 | £282,900              | 17.0%            |
| 4      | Improving healthy diet                                  | £57k         | 11.5%            | 6                  | £188,290              | 11.3%            |
| 5      | Promoting positive mental health                        | £45k         | 9%               | 13                 | £257,304              | 15.6%            |
| 6      | Enabling independent living                             | £55k         | 11%              | 17                 | £404,314              | 24.3%            |
| 7      | Preventing homelessness                                 | £15k         | 3%               | 0                  | £0                    | 0%               |
| 8      | Supporting victims and witnesses                        | £25k         | 5%               | 5                  | £97,038               | 5.9%             |
| 9      | Early intervention                                      | £32.5k       | 6.5%             | 5                  | £75,896               | 4.6%             |
| 10     | Promoting sensible alcohol consumption                  | £37k         | 7.5%             | 1                  | £7,000                | 0.4%             |
| 11     | Managing offenders                                      | £10k         | 2%               | 0                  | £0                    | 0%               |
| 12     | Increasing public confidence                            | £15k         | 3%               | 3                  | £32,050               | 1.9%             |
| 13     | Cultural activity and visitor contribution              | £20k         | 4%               | 1                  | £20,000               | 1.2%             |
| 14     | Supporting voluntary organisations                      | £50k         | 10%              | 2                  | £73,396               | 4.4%             |
|        | <b>TOTAL</b>  | <b>£498k</b> | <b>100%</b>      | <b>73</b>          | <b>£1,660,559</b>     | <b>100%</b>      |

**LOCALITY COMMISSIONING PROSPECTUS 2015 – 2018  
RECOMMENDATIONS APPROVED BY LOCALITY COMMISSIONING BOARD**

**SUMMARY**

| <b>Lot No</b> | <b>Lot Name</b>                     | <b>Organisation</b>             | <b>Project / Activity to be delivered</b>  | <b>Funding allocation (£) 2015 / 2016</b> |
|---------------|-------------------------------------|---------------------------------|--|---|
| <b>1</b>      | Income maximization / reduce debt   | SESCAB                          | Provision of debt and money advice including via a website, walk in service, home visits and pop up outreach.  | 47,000                                    |
| <b>2</b>      | Training, volunteering & employment | Bromford Housing                | Funding to be used to enhance the quality of the provision at the Bromford Hub which helps people get into or back into work. To include purchase of books and information, computer equipment, training material, travel cards (to enable customers to be able to get to the Hub), clothes suitable for interviews, furniture for people who are elderly or have disabilities and marketing | 15,000                                    |
|               |                                     | Business Development Services   | Still under discussion but likely to include delivery of various qualification courses (eg. life and living skills), self employment seminars, 1:1 self employment advice, post business start up support etc May be able to support delivery of Work Clubs  | 15,000                                    |
| <b>3</b>      | Increasing physical activity        | Staffordshire Wildlife Trust    | Delivery of a programme of 12 x wildlife walks and 30 x Wild-play sessions taking place on green spaces located in Lichfield District and surrounds  | 9,525                                     |
|               |                                     | Beacon Community Centre         | Delivery of a variety of physically active social activities including regular walks, sporting/keep-fit activities (outdoor and indoor) to a minimum of 50 participants (over the length of the project)<br>Provision of guidance on how to become more physically active and the benefits of indoor and outdoor physical activities   | 13,215                                    |
| <b>4</b>      | Improving healthy diet              | Staffordshire Cares Farming CIC | Delivery of courses relating to growing, harvesting, cooking, eating meals together, looking after animals; access to a level 2 nutritional qualification. Targeted at specific groups eg. mental health service users   | 30,000                                    |

| Lot No | Lot Name                                   | Organisation   | Project / Activity to be delivered  | Funding allocation (£) 2015 / 2016 |
|--------|--|--|---|------------------------------------|
|        |  | Beacon Community Centre  | Delivery of activities relating to preparing and cooking health and nutritious meals and snacks   | 13,208                             |
| 5      | Promoting positive mental health           | GB Pro Health  | Post birth well being buddies project which will address the mental health needs of new parents in the post natal period.   | 26,700                             |
| 6      | Enabling independent living                | Live at Home   | Delivery of generic service to older people including signposting, gardening service, wheelchair loan, trips and outings, home library service and handyman service. Weekly offer of escorted shopping trips, computer classes, lunch clubs, dementia group and breakfast club. Bespoke offer of befriending visits and telephone befriending   | 46,969                             |
| 7      | Preventing homelessness                    | No bids  | Not applicable  | Nil                                |
| 8      | Supporting victims and witnesses           | Pathway Project  | Peer mentoring project to provide a non judgemental response to victims of domestic abuse. Also awareness raising briefings, group programme for young people 'Power to Change', monthly workshops for victims to improve self esteem and services and activities for young people  | 20,000                             |
| 9      | Early intervention                         | Lichfield District Council Leisure Services  | Delivery of Positive Futures Diversionary Project   | 25,000                             |
| 10     | Promoting sensible alcohol consumption     | No eligible bids   | Not applicable  | Nil                                |
| 11     | Managing offenders                         | No bids  | Not applicable  | Nil                                |
| 12     | Increasing public confidence               | Bids did not meet 65% scoring threshold  | Not applicable  | Nil                                |
| 13     | Cultural activity and visitor contribution | Lichfield Arts and Cultural Organisations<br><i>A combined bid from Lichfield Festival, Lichfield Arts, Cathedral and Erasmus Darwin House</i> | Development of educational and community outreach activities, public involvement in developing activities, delivering events in community venues throughout the year, increasing numbers of volunteers and work related opportunities and setting up an Arts Network.   | 20,000                             |
| 14     | Supporting voluntary organisations         | Support Staffordshire Lichfield & District   | Help to set up and sustain voluntary and community organisations, e bulletin, delivery of training and 1-21- diagnostic health checks, networking meetings (Voluntary Voice), representation of the voluntary sector, providing the volunteer centre securing volunteering opportunities and advertising them, interviewing and placing volunteers, following up with volunteers to ensure they are satisfied | 50,000                             |

## SUBMISSION TO (COMMUNITY, HOUSING AND HEALTH OVERVIEW AND SCRUTINY)

### COMMITTEE

Date: 25<sup>TH</sup> March 2015

Agenda Item: 8

Contact Officer: Helen Titterton

Telephone: 01543308700

Local Ward Members: applicable to all wards

## SUBMISSION BY CABINET MEMBER FOR COMMUNITY, HOUSING AND HEALTH

### ACTIVITY AND PERFORMANCE INDICATORS 2015/16

#### 1. Purpose of Report

- 1.1 To consult with Members regarding the proposed activity and performance indicators for the Directorate to be reported to this Committee on a biannual basis

#### 2. Background and Rationale

- 2.1 At the January meeting of this Committee, Members considered a Directorate Top 10 and were advised that a proposed set of performance indicators would be produced for consideration by the Committee in March.
- 2.2 The objectives of providing the Committee with performance indicators are to enable Members:
- To monitor services which we have a legal obligation to provide (eg. statutory services) or where a large number of customers are affected (eg. front facing services provided by Lichfield Connects) or which are of particular interest to the public (eg. incidence of anti social behaviour)
  - To prompt questions to be asked so that the Cabinet Member and officer team are held to account
  - To check that value for money is being provided
  - To gain a better insight and understanding of the services delivered
  - To ask for more in depth reports where concerns are raised
  - To inform the Committee's future Work Programme
- 2.3 Members will recall that performance indicators (PIs) have been presented to this Committee in previous years; performance reports are provided at the June and January meetings of the Committee (reflecting the full year and mid year position). These PIs have been reviewed and where relevant revised having regard to the Directorate Top 10, Service Plans (as considered by this Committee in December 2014) and other service issues / policy or legislative changes. Subject to Members' approval, data in relation to these PIs will be collected and reported from April 2015. The proposed PIs are set out at **Appendix A**
- 2.4 Targets will be set for each PI having regard to previous year's performance / activity. Target setting will be undertaken in the spring once we have the complete year of data for 2014/15.

#### 3. Recommendation

- 3.1 Members are requested

- to consider and comment upon the proposed PIs
- to note that reports on performance will be considered at the June and January meetings of this Committee.

#### **4. Financial Implications**

- 4.1 None arising directly from this report. However, financial management is a top priority for the Council and therefore one of the PIs concerns financial performance

#### **5. Plan for Lichfield District Implications**

- 5.1 Underpinning the themes within the Plan is for Lichfield to be a good Council that provides community leadership and delivers value for money services that people want. This ambition is performance assessed and measured alongside our achievements under our key themes. We achieve this aim by maximising the council's performance, innovation and efficiency so we use our resources well and deliver good quality and better value services.

#### **6. Community Benefits**

- 6.1 The effective scrutiny of performance reports and data drives performance improvement leading to direct benefits for the community through improved services and value for money based on achieving key priorities.

#### **7. Equality & Diversity Implications**

- 7.1 Equality and diversity implications are considered during the planning and delivery of the day to day activities of the Directorate e.g. an equality impact assessment was conducted in relation to a new mobile homes fee policy

#### **8. Human Rights Issues**

- 8.1 None specific to this report

#### **9. Crime and Safety Issues**

- 9.1 The incidence of anti social behaviour is included as one of the proposed performance indicators

#### **10. Risk Management Issues**

| <b>Risk Description</b>  | <b>Likelihood / Impact</b> | <b>Status</b> | <b>Risk Category</b> | <b>Countermeasures</b>  |
|--|----------------------------|---------------|----------------------|---|
| Information provided to Members is too 'high level' and inadequate for robust scrutiny | Medium / medium            | Material      | Reputation           | The Cabinet Member, Director and Service Managers are in attendance at the O&S meeting and can elaborate on the content of the report<br>Members can request further details or a separate report on any item referred to in the report |

#### **Background Documents:**

## Community, Housing and Health Directorate - Setting Performance and Activity Indicators 2015/16: the Descriptors

| Performance Indicator (Descriptor)   | Why we need this information  |
|--|---|
| <b>Revenue spend as a % of net revenue budget</b>  | A top 10 priority is to operate within the Directorate's budget and therefore spend needs to be closely monitored   |
| <b>Income achieved from community transport service as a % of income budget target</b>   | A top 10 priority for the Directorate is to improve the cost effectiveness of the community transport service and move it towards becoming self funding   |
| <b>a) Incidence of ASB<br/>b) No. of new cases of ASB reported to LDC community safety team</b>  | ASB increased by 8.2% during 2013/14 to 1897 incidents; feeling safe is a key priority for the public and ASB can have a very negative impact on quality of life  |
| <b>a) Number of in person customers for revenues and benefits service<br/>b) Average waiting (minutes) to deal with face to face enquiries for the revenues and benefits service</b> | There are about 27,000 visits made to the reception in Frog Lane each year and half of these are customers for the revenues and benefits service; the amount of time these customers have to wait before they are dealt with is an important aspect of service quality  |
| <b>Percentage of phone calls not answered by the Connects Team</b>   | There are about 150,000 phone calls taken by the Connects Team each year; at peak times callers have to wait and some will abandon their call. The team seeks to keep this to a minimum   |
| <b>No of food establishments inspected in the half year that met the required standards (% of all inspected in last quarter)</b>   | Lichfield District has a thriving daytime and night time economy; there are 946 food establishments, many of which provide a service directly to the public. The public need to be assured that the food they are purchasing is safe  |
| <b>a) No of new food premises start up during the period<br/>b) % of these start ups which have been provided with regulatory advice and which achieve 4* or above</b>               | The District Council has signed up to Regulatory Charters with both LEPs; this indicator reflects the Charter commitments: <ul style="list-style-type: none"> <li>• Provide timely support for business in creative and innovative forms.</li> <li>• Be business friendly and engage with businesses in a constructive and positive manner.</li> <li>• Promote efficient and effective approaches to regulation, where ever possible offering advice and guidance in preference to other enforcement activity.</li> <li>• Improve regulatory outcomes without imposing unnecessary burdens on business, the Third Sector and other regulated entities.</li> </ul> |

| <b>Performance Indicator (Descriptor)</b>   | <b>Why we need this information</b>  |
|---|--|
| <b>Number of households contacting the council who will be homeless within the next 28 days</b>       | Only a relatively small % of people who are homeless make a homelessness application, many more are helped by us in other ways. Improved reporting through the CRM will enable us to better quantify the totality of people in urgent housing need   |
| <b>Number of households accepted as statutory homeless</b>  | It is a legal duty of the Council to help people who are homeless (based on the statutory 'test')  |
| <b>Number of homelessness prevention cases likely to be successful for 6 months</b>                   | There are about 200 homelessness preventions per year. Prevention is a better outcome than reaching the crisis of homelessness and the negative consequences which accompany this on physical and mental health, educational achievement, employment prospects etc<br>Most preventions are achieved by the start of a new tenancy which has a minimum duration of 6 months |
| <b>Number of families with children who are placed in bed and breakfast</b>                           | Using bed and breakfast as temporary accommodation is costly and offers a poor quality option to customers. Use has risen during 2014/15. There is a legal requirement that households with children remain in B&B for a maximum of 6 weeks  |
| <b>a) Spend as % of capital budget for Disabled Facilities Grants</b><br><b>b) No. of grants made</b> | As the average age of the population increases, there is a growing need to provide adaptations so that disabled people can remain living safely in their own homes and avoid admission to residential, nursing or hospital care  |



# COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2014-15 (Version 12)

| Item  | Jun 10 <sup>th</sup> | Sep 29 <sup>th</sup> | Jan 14 <sup>th</sup> | Mar 25 <sup>th</sup> | Details  | Link to 2014/15 CHH Top 10                                  | Officer | Member Lead |
|---|----------------------|----------------------|----------------------|----------------------|--|---|---------|-------------|
| <b>Policy Development</b>   |                      |                      |                      |                      |  |   |         |             |
| Terms of reference  | ✓                    |                      |                      |                      | To remind the Committee of the terms of reference and suggest any amendments   | N/A   | HT      | CG          |
| Supporting People Review  | ✓                    |                      |                      |                      | To brief Members about the Review and the potential impact for the District and LDC  | N/A   | CGi     | CG          |
| Commissioning Services from the Community and Voluntary Sector      | ✓                    | ✓                    |                      |                      | To receive progress reports from the Member Panel  | Commission new SLAs with the community and voluntary sector | CGi     | SW          |
| Feedback from Staffordshire Health Select Committee (standing item) | ✓                    | ✓                    | ✓                    | ✓                    | The Chairman of the Committee is the LDC representative on the County Council's Health Select Committee and will feed back on any items of relevance to Lichfield District residents. Councillor David Smith is the County Councillor representative on the Select Committee with a remit to feedback to the local Health Panel<br>Code of Joint Working Arrangements considered at January 2015 meeting | N/A   | HT      | TM / DS     |
| Burntwood Health Centres (standing item)                            | ✓                    | ✓                    | ✓                    | ✓                    | To update Members on progress towards developments at: <ul style="list-style-type: none"> <li>Greenwood House</li> <li>Burntwood Leisure centre</li> </ul>   | N/A   | HT      | CG          |
| Proposed practice closure   |                      |                      |                      | ✓                    | To receive a presentation from NHS England regarding an application to close a branch surgery in Burntwood   | N/A   | HT      | N/A         |
| Health Issues – Community Hospital Consultations                    |                      | ✓                    | ✓                    |                      | To comment on consultations regarding services at Community Hospitals that serve Lichfield District residents <ul style="list-style-type: none"> <li>Cannock Minor Injuries Unit</li> <li>Sir Robert Peel</li> </ul>   | N/A   | HT      | CG          |

# **COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2014-15** (*Version 12*)

| Item  | Jun 10 <sup>th</sup> | Sep 29 <sup>th</sup> | Jan 14 <sup>th</sup> | Mar 25 <sup>th</sup> | Details   | Link to 2014/15 CHH Top 10   | Officer | Member Lead |
|---|----------------------|----------------------|----------------------|----------------------|---|--|---------|-------------|
| Performance monitoring                        | ✓                    |                      | ✓                    | ✓                    | To consider the performance of the CHH Directorate against the 13/14 Action Plan (June meeting ) and the 14/15 Action Plan top 10 for CHH (January meeting)<br>To consider performance indicators for monitoring during 2015/16 (March meeting) | Improve and embed performance management framework across the organisation | HT      | CG          |
| Locality Commissioning                        |                      |                      | ✓                    | ✓                    | To share emerging proposals and locality commissioning model with Members   | N/A  | HT      | CG          |
| Hospital Car Parking                          |                      | ✓                    |                      |                      | To receive an update report regarding the number of complaints received regarding the system of charging for car parking at local hospitals; written report to be received from Geoff Neild, Head of Facilities, Burton Hospitals NHS Trust     | N/A  | N/A     | N/A         |
| Anti Social Behaviour, Crime and Policing Act |                      | ✓                    | ✓                    |                      | To advise Members on local implementation of this new legislation   | Implement new legislation around anti social behaviour                     | JC      | CG          |
| CCTV Annual Report                            |                      | ✓                    |                      |                      | To receive the annual report 2013/14 in accordance with the Code of Practice for the operation of the CCTV system (it is a statutory requirement to produce an annual report)   | Links to implement new legislation around anti social behaviour            | JC      | CG          |
| Community transport                           |                      | ✓                    |                      |                      | To report on the results of an options appraisal exercise   | Pursue options for community transport to become cost neutral              | CGi     | CG          |
| Equality Statement 2015                       |                      |                      | ✓                    |                      | New Statement to be scrutinised by the Committee  | Statutory duty   | CGi     | CG          |
| Fit for the Future – Community Consultation   |                      |                      | ✓                    |                      | To consider results of the consultation relevant to the Committee's term of reference.  | Implement Fit for the Future   | HT      | CG          |

# **COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2014-15** (*Version 12*)

| Item  | Jun 10 <sup>th</sup> | Sep 29 <sup>th</sup> | Jan 14 <sup>th</sup> | Mar 25 <sup>th</sup> | Details   | Link to 2014/15 CHH Top 10  | Officer | Member Lead |
|---|----------------------|----------------------|----------------------|----------------------|---|---|---------|-------------|
| Fit for the future - Review of the Environmental Health Service |                      |                      |                      | ✓                    | To approve the Project Implementation Document  | Implement Fit for the Future  | GD      | CG          |
| Temporary Accommodation Review                                  |                      |                      |                      | ✓                    | To consider the outcome of the temporary accommodation review which has been undertaken jointly with Bromford within the context of cuts to Supporting People funding | Continue to review the impact of the Supporting People cuts is a top 10 priority for 15/16  | CGi     | CG          |
| Feedback from the Police and Crime Panel (standing item)        |                      |                      |                      | ✓                    | The Cabinet Member for CHH is the LDC representative on the Police and Crime Panel and will feed back on any items of relevance to Lichfield District residents.      |   | HT      | CG          |
| Community Safety Local Delivery Plan                            |                      |                      |                      | ✓                    | To consider the Community safety Profile 2015, local priorities for action and proposed budget for 15/16  | Statutory duty  | JC      | CG          |
| <b>Briefing Papers</b>  |                      |                      |                      |                      |   |   |         |             |
| Disabled Facilities Grants                                      |                      |                      |                      | ✓                    | Member request at January meeting to have an update on DFGs linked to the Better Care Fund – Now a briefing paper with a full report in the next Municipal Year       | Links to Implement, monitor and review the capital programme 2014-17; a) Monitor % Disabled Facilities Grant budget committed and b) number on the waiting list | CGi     | CG          |
| Fit for the Future – Housing Service Review                     |                      | ✓                    |                      |                      |   | Implement Fit for the Future  |         |             |

**COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2014-15** (*Version 12*)

**EMERGING WORK PROGRAMME 2015 / 2016**

| Item   | Jun | Sep | Jan | Mar | Details   | Link to 2015/16 CHH Top 10   | Officer  | Member Lead |
|--|-----|-----|-----|-----|---|------------------------------|----------|-------------|
| Fit for the Future – Review of the Housing Service | ✓   |     |     |     | To receive final report from the Review         | Implement Fit for the Future | HT / CGi | CG          |
| Impact of Homes Direct (Housing Allocation Policy) | ✓   |     |     |     | To consider the impact / outcomes of the policy |                              | CGi      | CG          |
| Empty Property Policy                              |     | ✓   |     |     |   |                              | CGi      | CG          |
| Equality Statement 2015 – mid year progress report |     | ✓   |     |     |   |                              | CGi      | CG          |

# LICHFIELD DISTRICT COUNCIL

## FORWARD PLAN

Issued: 09.03.2015

Effective for the Period 01.04.2015 – 31.07.2015

Representations in respect of all the matters shown should be sent in writing to the contact officer indicated at Lichfield District Council, District Council House, Frog Lane, Lichfield, Staffs. WS13 6YU no later than one week before the decision is due to be made.  
Copies of documents can also be obtained by contacting the relevant Officer.  
Facsimile: 01543 309899; Telephone: 01543 308000

- Key decisions are:
1. A decision made in connection with setting the Council Tax
  2. Expenditure or savings if they exceed £50,000
  3. A decision which significantly affects the community in two or more wards

| MATTER FOR KEY DECISION <sup>(1)</sup> | DECISION EXPECTED TO UNDERTAKE <sup>(2)</sup>   | DATE OR PERIOD WHEN DECISION LIKELY <sup>(3)</sup> | CONSULTATION <sup>(4)</sup> INCLUDING CONSULTATION WITH OVERVIEW & SCRUTINY<br>(If no consultation has been undertaken please briefly explain why) | DOCUMENTS AVAILABLE <sup>(5)</sup> | WHO WILL MAKE DECISION <sup>(6)</sup> | CONTACT OFFICER/CABINET MEMBER <sup>(7)</sup>   |
|--|---|--|--|------------------------------------|---------------------------------------|---|
| Action on an Empty Property            | To consider options available to bring an empty property back into use and determination of the appropriate option. | 10/03/2015   |  |                                    | Cabinet                               | <b>OFFICER:</b> Mr C Gibbins (01543) 308072<br><br><b>CABINET MEMBER:</b> Councillor C Greatorex (01543) 416677 |

| <b>MATTER FOR KEY DECISION <sup>(1)</sup></b>   | <b>DECISION EXPECTED TO UNDERTAKE <sup>(2)</sup></b>   | <b>DATE OR PERIOD WHEN DECISION LIKELY <sup>(3)</sup></b> | <b>CONSULTATION <sup>(4)</sup> INCLUDING CONSULTATION WITH OVERVIEW &amp; SCRUTINY<br/>(If no consultation has been undertaken please briefly explain why)</b> | <b>DOCUMENTS AVAILABLE <sup>(5)</sup></b>  | <b>WHO WILL MAKE DECISION <sup>(6)</sup></b> | <b>CONTACT OFFICER/CABINET MEMBER <sup>(7)</sup></b>  |
|---|--|---|--|--|--|---|
| Update on and progression of Implementation arrangements for Community Infrastructure Levy (CIL)                                | Approval to consult on the draft Charging Schedule for the Community Infrastructure Levy (CIL)   | 10/03/2015  | Consultation has been undertaken with Key Officers and a representative from all four of the Scrutiny Committees and Leadership                                | Infrastructure Officer and Member Working Group Minutes, CIL task and finish group action notes PID, reports and supplementary information | Cabinet                                      | <b>OFFICERS:</b> Mrs A Coates (01543) 308149<br>Mrs C Eggington (01543) 308193<br>Mr C Jordon (01543) 308202<br><br><b>CABINET MEMBER:</b><br>Councillor I Pritchard (01543) 472732 |
| Future intentions for off street (car park) enforcement and associated tasks including cash collection and machine maintenance. | To approve the decision to enter into a joint service agreement with Stoke on Trent City Council | 10/03/2015  | O&S have accepted the recommendation that Officers continue to pursue the aim of joint service delivery for off street enforcement.                            | Report from LDC Officers and proposal document from Stoke City Council   | Cabinet                                      | <b>OFFICER:</b> Mr J Roobottom (01543) 687546<br><br><b>CABINET MEMBER:</b><br>Councillor I Pritchard (01543) 472732  |

| <b>MATTER FOR KEY DECISION <sup>(1)</sup></b>                                | <b>DECISION EXPECTED TO UNDERTAKE <sup>(2)</sup></b>  | <b>DATE OR PERIOD WHEN DECISION LIKELY <sup>(3)</sup></b> | <b>CONSULTATION <sup>(4)</sup> INCLUDING CONSULTATION WITH OVERVIEW &amp; SCRUTINY<br/>(If no consultation has been undertaken please briefly explain why)</b>          | <b>DOCUMENTS AVAILABLE <sup>(5)</sup></b>   | <b>WHO WILL MAKE DECISION <sup>(6)</sup></b> | <b>CONTACT OFFICER/CABINET MEMBER <sup>(7)</sup></b>  |
|--|---|---|---|---|--|---|
| Insurance Contract   | To approve the letting of a contract for the Council's Insurance Policies   | 10/03/2015  | Insurance Broker  | Tender documents<br>Tender appraisals   | Cabinet                                      | <b>OFFICERS:</b> Mr N Turner<br>(01543) 308761<br>Mr S Langston<br>(01543) 308107<br><br><b>CABINET MEMBER:</b><br>Councillor A F Smith<br>(01543) 410685 |
| Cannock Chase Guidance to Mitigate the Impact of New Residential Development | Decision to be taken to set the financial contribution required to mitigate for impacts arising on the Cannock Chase Special Area of Conservation (SAC) | 10/03/2015  | Consultation has taken place within the local authorities of the Cannock Chase SAC Partnership, Natural England, Forestry Commission and Cannock Chase AONB Partnership | Lichfield District Local Plan.<br>Cannock Chase Special Area of Conservation Interim Guidance Note to Mitigate the Impact of New Residential Development.<br>Evidence relating to Cannock Chase SAC for the Local Plan. | Cabinet                                      | <b>Officer Ms H Hollins (01543) 308234</b><br><br><b>Cabinet Member Councillor I Pritchard (01543) 472732</b>   |

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|---|--|---|--|---|--|---|
| Treasury Management Policy Statement and the Annual Investment Strategy 2015/16 | To approve an updated Annual Investment Strategy       | 07/04/2015  | This will be reported to the next available Strategic (Overview and Scrutiny) Committee  | Approved Annual Investment Strategy and Counterparty Information (Commercially Sensitive) | Cabinet                                      | <b>OFFICER:</b> Mrs J Kitchen (01543) 308770<br><br><b>CABINET MEMBER:</b> Councillor C Spruce (07879) 714003 |
| Review of Income Management Contract  | To continue utilising Staffordshire Connects Framework | 07/04/2015  | Evaluation of tender responses   |   | Cabinet                                      | <b>OFFICER:</b> Mr K Sleeman (01543) 308120<br><br><b>CABINET MEMBER:</b> Councillor I Eadie (01543) 268157   |
| Review of Corporate Printers Contract   | Award of new contract                                  | 07/04/2015  |  | Consultation with business managers   | Cabinet                                      | <b>OFFICER:</b> Mr K Sleeman (01543) 308120<br><br><b>CABINET MEMBER:</b> Councillor I Eadie (01543) 268157   |



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|--|---|---|--|---|--|--|
| Tender for the Procurement of Vehicles for the Joint Waste Service | The procurement of replacement vehicles for the Joint Waste Service including authority to enter into contract with the supplier submitting the most advantageous tender.   | 07/04/2015  | No consultation. All bids are strictly evaluated in accordance with the criteria specified in the tender documents.  | Contract Documents  | Cabinet  | <b>OFFICERS:</b> Mr N Harris (01543) 687549<br>Mr G Brownridge (01543) 687572<br><br><b>CABINET MEMBER:</b><br>Councillor I Eadie (01543) 268157 |
| Designation of Neighbourhood Areas                                 | Seeking endorsement of a request for the Cabinet Member for Economic Growth, Environment and Development to be given delegated powers to determine the Designation of Neighbourhood Areas (powers would be granted by Full Council) | 07/04/2015  | Will be reported to EGED on 12 March   | O&S Report (EGED) 12 March 2015<br>Neighbourhood Planning Regulations | Cabinet  | <b>OFFICER:</b> Ms C Eggington (01543) 308147<br><br><b>CABINET MEMBER:</b><br>Councillor I Pritchard (01543) 472732                             |

| <b>MATTER FOR<br/>KEY DECISION <sup>(1)</sup></b>                      | <b>DECISION<br/>EXPECTED TO<br/>UNDERTAKE <sup>(2)</sup></b>                                   | <b>DATE OR<br/>PERIOD<br/>WHEN<br/>DECISION<br/>LIKELY <sup>(3)</sup></b> | <b>CONSULTATION <sup>(4)</sup><br/>INCLUDING<br/>CONSULTATION<br/>WITH OVERVIEW &amp;<br/>SCRUTINY<br/>(If no consultation has<br/>been undertaken<br/>please briefly explain<br/>why)</b> | <b>DOCUMENTS<br/>AVAILABLE <sup>(5)</sup></b>   | <b>WHO WILL<br/>MAKE<br/>DECISION<br/><sup>(6)</sup></b> | <b>CONTACT<br/>OFFICER/CABINET<br/>MEMBER <sup>(7)</sup></b>   |
|--|--|---|--|---|--|--|
| Future Enforcement and Front Line Maintenance on LDC Car Parks         | To approve new arrangements for front line maintenance, cash collection on Lichfield Car Parks | 07/04/2015  | Overview and Scrutiny have been consulted  | Report on this subject and proposed new code of practice for enforcement              | Cabinet  | <b>OFFICER:</b> Mr J Roobottom<br>(01543) 687546<br><br><b>CABINET MEMBER:</b><br>Councillor I Pritchard<br>(01543) 472732 |
| Alteration to St Mary's in the Market Square TIC Partnership Agreement | An amendment to the current partnership agreement  | 07/04/2015  | Economic Growth, Environment & Development (O&S) considering it on 12 March 2015   | Economic Growth, Environment & Development (O&S) Report (available Friday 27 February | Cabinet  | <b>OFFICER:</b> Ms E Thatcher (01543) 308781<br><br><b>CABINET MEMBER:</b><br>Councillor I Pritchard<br>(01543) 472732     |

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|---|--|---|--|---|--|--|
| Acceptance of Funding from the Department for Communities and Local Government (DCLG) | To agree to accept funding from the DCLG as a contribution towards the Pathway Project to strengthen Domestic Abuse Refuge Provision | 07/04/2015  | As there was limited notice of this opportunity to submit a bid, Overview and Scrutiny have not been consulted.  | Letter from Eric Pickles dated 25/11/14 re Refuge Provision | Cabinet                                      | <b>OFFICER:</b> Ms J Coleman<br>(01543) 308005<br><br><b>CABINET MEMBER:</b><br>Councillor C Greatorex<br>(01543) 416677                             |
| Asset Management – Proposal for Establishing a Limited Liability Partnership          | Decision to be taken on opening discussions with Public Sector Plc on setting up a Limited Liability Partnership                     | 07/04/2015  | In the event that a Limited Partnership is formed consultation will take place on the Partnership's proposals  |   | Cabinet                                      | <b>OFFICERS:</b> Mr R King<br>(01543) 308060<br>Mr M Hooper<br>(01543) 308064<br><br><b>CABINET MEMBER:</b><br>Councillor C Spruce<br>(07879) 714003 |

| <b>MATTER FOR KEY DECISION <sup>(1)</sup></b>                                   | <b>DECISION EXPECTED TO UNDERTAKE <sup>(2)</sup></b>                       | <b>DATE OR PERIOD WHEN DECISION LIKELY <sup>(3)</sup></b> | <b>CONSULTATION <sup>(4)</sup> INCLUDING CONSULTATION WITH OVERVIEW &amp; SCRUTINY<br/>(If no consultation has been undertaken please briefly explain why)</b> | <b>DOCUMENTS AVAILABLE <sup>(5)</sup></b>  | <b>WHO WILL MAKE DECISION <sup>(6)</sup></b> | <b>CONTACT OFFICER/CABINET MEMBER <sup>(7)</sup></b>   |
|---|--|---|--|--|--|--|
| Treasury Management Policy Statement and the Annual Investment Strategy 2015/16 | To approve an updated Annual Investment Strategy                           | 14/04/2015  | This will be reported to the next available Strategic (Overview and Scrutiny) Committee  | Approved Annual Investment Strategy and Counterparty Information (Commercially Sensitive)  | Council                                      | <b>OFFICER:</b> Mrs J Kitchen (01543) 308770<br><br><b>CABINET MEMBER:</b> Councillor C Spruce (07879) 714003    |
| Temporary accommodation review  | To consider a final report on the review of temporary accommodation        | 26/05/2015  | Report to be considered by CHH (O&S) 26/03/2015  | Report to CHH O&S  | Cabinet                                      | <b>OFFICER:</b> Mr C Gibbins (01543) 308702<br><br><b>CABINET MEMBER:</b> Councillor C Greateorex (01543) 416677 |
| A lease for Hospital Road Playing Fields  | To confirm a preferred tenant for Hospital Road Playing Fields, Hammerwich | 02/06/2015  | Leisure, Parks and Waste Management (O&S) Committee Hammerwich Parish Council<br>Local Football Clubs  | O&S Report – September 2014<br>Marketing brief and associated documents<br>Submissions from interested parties<br>Submission appraisal reports | Cabinet                                      | <b>OFFICER:</b> Mr N Turner (01543) 308761<br><br><b>CABINET MEMBER:</b> Councillor A Smith (01543) 410685       |

| <b>MATTER FOR<br/>KEY DECISION <sup>(1)</sup></b>                  | <b>DECISION<br/>EXPECTED TO<br/>UNDERTAKE <sup>(2)</sup></b> | <b>DATE OR<br/>PERIOD<br/>WHEN<br/>DECISION<br/>LIKELY <sup>(3)</sup></b> | <b>CONSULTATION <sup>(4)</sup><br/>INCLUDING<br/>CONSULTATION<br/>WITH OVERVIEW &amp;<br/>SCRUTINY<br/>(If no consultation has<br/>been undertaken<br/>please briefly explain<br/>why)</b> | <b>DOCUMENTS<br/>AVAILABLE <sup>(5)</sup></b> | <b>WHO WILL<br/>MAKE<br/>DECISION<br/><sup>(6)</sup></b> | <b>CONTACT<br/>OFFICER/CABINET<br/>MEMBER <sup>(7)</sup></b>   |
|--|--|---|--|---|--|--|
|  |  |   |  | Draft Heads of<br>Terms<br>Draft Lease        |  |  |
| Non Domestic<br>Rates –<br>Discretionary rate<br>relief            | To approve changes<br>to the existing policy                 | 02/06/2015  |  |   | Cabinet  | <b>OFFICER:</b> Mrs J<br>Kitchen (01543) 308770<br><br><b>CABINET MEMBER:</b><br>Councillor C Spruce<br>(07879) 714003 |
| Exception and<br>Exemptions<br>Financial<br>Regulations<br>2014/15 |  | 08/06/2015  |  |   | Audit<br>Committee                                       | <b>OFFICER:</b> Mrs J<br>Kitchen (01543) 308770<br><br><b>CABINET MEMBER:</b><br>Councillor C Spruce<br>(07879) 714003 |

| <b>MATTER FOR<br/>KEY DECISION <sup>(1)</sup></b>                | <b>DECISION<br/>EXPECTED TO<br/>UNDERTAKE <sup>(2)</sup></b> | <b>DATE OR<br/>PERIOD<br/>WHEN<br/>DECISION<br/>LIKELY <sup>(3)</sup></b> | <b>CONSULTATION <sup>(4)</sup><br/>INCLUDING<br/>CONSULTATION<br/>WITH OVERVIEW &amp;<br/>SCRUTINY<br/>(If no consultation has<br/>been undertaken<br/>please briefly explain<br/>why)</b> | <b>DOCUMENTS<br/>AVAILABLE <sup>(5)</sup></b> | <b>WHO WILL<br/>MAKE<br/>DECISION<br/><sup>(6)</sup></b> | <b>CONTACT<br/>OFFICER/CABINET<br/>MEMBER <sup>(7)</sup></b>  |
|--|--|---|--|---|--|---|
| Review of the Financial Regulations and Contract Standing Orders |  | 08/06/2015  |  |   | Audit Committee  | <b>OFFICER:</b> Mrs J Kitchen (01543) 308770<br><br><b>CABINET MEMBER:</b> Councillor C Spruce (07879) 714003   |
| Housing services review  | To consider a final report on the review of Housing Services | 07/07/2015  | Report to be considered by CHH (O&S) June 2015   | Report to CHH O&S                             | Cabinet  | <b>OFFICER:</b> Mr C Gibbins (01543) 308702<br><br><b>CABINET MEMBER:</b> Councillor C Greatorex (01543) 416677 |
| Safeguarding Policy  | Approval of updated Policy                                   | 07/07/2015  | Report to be considered by CHH (O&S) 03/06/2015  | Report to CHH O&S                             | Cabinet  | <b>OFFICER:</b> Mr C Gibbins (01543) 308702<br><br><b>CABINET MEMBER:</b> Councillor C Greatorex (01543) 416677 |

1. The matter in respect of which the decision is to be made
2. What decision the Council will be asked to make
3. A date on which, or period within which, the decision will be made
4. What groups of people and/or organisations will be consulted before the decision is made and how the consultation will be carried out.
5. What background documents will be available to the person or Committee making the decision
6. Who will make the decision, i.e. the Cabinet, an Cabinet Member alone, an Officer under Delegated Powers
7. The Officer or Member who should be contacted regarding the matter under consideration.

### **MEMBERS OF THE CABINET**

**Leader of Cabinet and Cabinet Member for Communications**  
**Deputy Leader of Cabinet and**  
**Cabinet Member for Economic Growth, Tourism & Development**  
**Cabinet Member for Leisure and Parks**  
**Cabinet Member for Community, Housing and Health**  
**Cabinet Member for I.T. and Waste Management**  
**Cabinet Member for Finance, Democratic and Legal Services**

**Councillor M. J. Wilcox**

**Councillor I. M. P. Pritchard**  
**Councillor A. F. Smith**  
**Councillor C. Greatorex**  
**Councillor I. M. Eadie**  
**Councillor C. J. Spruce**

### **MEMBERS OF THE COUNCIL**

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 Arnold, Mrs S P  
 Awty, R J  
 Bacon, B F  
 Bacon, Mrs N  
 Barnett, Mrs S A  
 Bland, Mrs M P  
 Boyle, Mrs M G  
 Constable, Mrs B L  
 Constable, D H  
 Cox, R E  
 Derrick, B W  
 Drinkwater E N

Eadie, I M  
 Eagland, Mrs J M  
 Evans, Mrs C D  
 Fisher, Mrs H E  
 Flowith, Mrs L E  
 Greatorex, C  
 Hancocks, Mrs R  
 Heath, H R  
 Hogan, P  
 Humphreys, K P  
 Isaacs, D  
 Leytham, D J  
 Marshall, T

Mosson, R C  
 Mynott, G  
 Norman, S G  
 Pearce, A  
 Perkins, Mrs E C  
 Powell, J J R  
 Pritchard, I M P  
 Pullen, D.R.  
 Richards, Mrs V  
 Roberts, N J  
 Salter, D F  
 Smedley, D  
 Smith, A F

Smith, D S  
 Spruce, C J  
 Stanhope MBE, Mrs M  
 Strachan, R W  
 Taylor, S D  
 Thomas, T J  
 Tittley, M.C  
 Tranter, Mrs H  
 Walker, J T  
 Warfield, M A  
 White, A G  
 Wilcox, M J  
 Willis-Croft, K A

Wilson, B  
 Woodward, Mrs S E  
 Yeates, B W