

Agenda

Meeting name	Meeting of the Scrutiny Committee
Date	Thursday, 19 October 2023
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray, Leicestershire. LE13 1GH
Other information	This meeting is open to the public

Members of the Scrutiny Committee are summoned to the above meeting to consider the following items of business.

Edd de Coverly
Chief Executive

Membership

Councillors	M. Brown (Chair)	A. Thwaites (Vice-Chair)
	S. Atherton	R. Child
	H. Cliff	C. Evans
	M. Gordon	S. Lumley
	R. Sharp	T. Webster

Quorum: 5 Councillors

Meeting enquiries	Democratic Services
Email	democracy@melton.gov.uk
Agenda despatched	Wednesday, 11 October 2023

No.	Item	Page No.
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES To approve the Minutes of the previous meeting held on 21 September 2023.	1 - 10
3.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting.	11 - 12
4.	REVIEW OF THE FORWARD PLAN To consider the attached Forward Plan and identify any relevant items for inclusion in the Scrutiny Work Programme, or to request further information.	13 - 30
5.	REVIEW OF THE SCRUTINY WORK PROGRAMME 2023/24 Members are to review and comment upon the attached Scrutiny Work Programme 2023/24.	31 - 38
6.	CRIME AND DISORDER The Scrutiny Committee will consider the following as part of the Crime and Disorder agenda item: <ul style="list-style-type: none"> • Impact of team restructure and the difference this has made. • Partnership working and collaboration – including an introduction to the new Inspector for Melton, Darren Richardson. • Current and future funding opportunities. • Community Cohesion and Engagement. • Strategy and Key Performance Indicators. <p>As part of the item there will also be a question and answer session.</p>	39 - 50
7.	URGENT BUSINESS To consider any other items that the Chair considers urgent.	

Minutes

Meeting name	Scrutiny Committee
Date	Thursday, 21 September 2023
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray, Leicestershire. LE13 1GH

Present:

Chair Councillor M. Brown (Chair)

Councillors A. Thwaites (Vice-Chair) R. Child
H. Cliff M. Gordon
R. Sharp T. Webster

In Attendance Leader of the Council and Portfolio Holder for Housing and Landlord Services – Councillor P. Allnatt
Portfolio Holder for Town Centre, Growth and Prosperity, Councillor S. Butcher
Portfolio Holder for Corporate Finance, Property and Resources – Councillor S. Cox

Officers Director for Housing and Communities (Deputy Chief Executive)
Director for Corporate Services
Director for Growth and Regeneration
Assistant Director for Housing Management
Regulatory Assurance Lead
Housing Asset Manager
Corporate Property and Asset Manager
Senior Democratic Services and Scrutiny Officer

Minute No.	Minute
9	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Councillors S Atherton, Evans and Lumley.</p>
10	<p>MINUTES</p> <p>The Minutes of the meeting held on 25 July 2023 were approved.</p>
11	<p>DECLARATIONS OF INTEREST</p> <p>Councillor Gordon declared an other registerable interest in relation to Minute Number 14, preparing for regulatory change (housing) report, as she is a tenant of a Council home.</p> <p>Councillor Sharp declared an other registerable interest in relation to Minute Number 15, the report on cattle market leases, as he is a vendor at the cattle market.</p> <p>Councillor Webster declared an other registerable interest in relation to Minute Number 15, the report on cattle market leases, as he was previously employed at the Cattle Market for 30 years, however Councillor Webster stated that he had left the role four years ago. Councillor Webster also stated that he the Senior Town Warden for the Town Estate, which is an organisation whom own land at the cattle market.</p>
12	<p>REVIEW OF THE FORWARD PLAN</p> <p>The Chairman introduced the Cabinet Forward Plan and invited Members to comment.</p>
13	<p>REVIEW OF THE SCRUTINY WORK PROGRAMME 2023/24</p> <p>The Chairman introduced the Scrutiny Work Programme 2023/24 and invited Members to comment upon the document.</p>
14	<p>PREPARING FOR REGULATORY CHANGE (HOUSING)</p> <p>The Director for Housing and Communities (Deputy Chief Executive) introduced the report and the Regulatory Assurance Lead delivered a presentation. The Committee was informed that the regulatory changes will cover all social housing stock.</p> <p>Following the comment that was made stating that rent arrears remain high, Members were reassured that steps are being taken, with further action proposed to ensure a significant and sustainable improvement on rent arrears.</p> <p>A concern was raised regarding the ability of the Council to evict tenants who damage property but are covered by statutory obligations to house them. In response, the Committee were assured that Officers have sufficient tools to resolve these problems and that eviction can take place, although in certain circumstance it</p>

would not be an easy process. It was also noted that tenants do pay between one week and four weeks rent in advance as a deposit, which can be used to offset arrears at the commencement of a new tenancy.

Concerns were raised in the respect that 48 hours' notice for an inspection of regulatory compliance seemed like short notice and wasn't reasonable. In responding Officers advised that it is at the discretion of the inspector, but that they would be preparing for an inspection with limited advanced warning for the Regulator to check the Council's landlord service at any given time and give them the opportunity for a realistic insight into the service provided.

Following a question on whether the revenue and capital budgets would be spent this year, Members were informed that the service is on target to spend both budgets capital and revenue by the end of the year.

The Committee agreed to review the progress on preparing for regulatory change at their meeting in April 2024. The Committee also agreed that this meeting would be hosted in a community location and managed in a way that enables Scrutiny Committee Members to hear directly from tenants.

15

CATTLE MARKET LEASES

The Director for Growth and Regeneration introduced the report on Cattle Market Leases.

During the debate a discussion ensued regarding the total income from leases and the Portfolio Holder and Officers were asked as to what assurances could be given that more investment would provide more income. In response, Members were informed that the Levelling Up Fund (LUF) development does not affect current lease income but will provide additional income streams as new commercial space would be generated. The payments outlined in the report are in respect to active units whereas the income from the development zone (Zone E) is expected but the precise amount is yet to be determined.

It was noted that Zone E is currently used for car parking, however the Committee was informed that Zone E car parking is not part of any current lease arrangement. It was noted that the Council does receive some car park income from the site.

Concern was raised regarding the fact that only 12 of the 21 units within the Principle Leased Area are let and the query was raised as to whether the Council monitors the performance of the tenant who then subsequently sub-lets the units. In response, it was confirmed that the Council, as the landlord of the site, does hold monthly meetings with the tenant and monitors their performance. In addition, Officers confirmed that Zone E is not part of the tenant's lease.

A query was raised regarding the £22k car parking income generated from Scafford Road Car Park. Members were informed that the car park is not used often unless there is an event on.

At 7:50pm, the Committee agreed the following motion.

RESOLVED

The Committee, in accordance with Part 1, Paragraph 3 of Schedule 12A of the Local Government Act 1972, AGREED that the public and press be excluded from the meeting because the business to be transacted contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

The meeting then proceeded to private session.

(At 8:40pm, during the consideration of this item, Councillor Child left the meeting and did not return.)

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URGENT BUSINESS

There was no urgent business.

The meeting closed at: 8.48 pm

Chair

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

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MEMBER INTERESTS

Do I have an interest?

1 DISCLOSABLE PECUNIARY INTERESTS (DPIs)

A “Disclosable Pecuniary Interest” is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land/Property, Licences, Tenancies and Securities.

A Disclosable Pecuniary Interest is a Registerable Interest. Failure to register a DPI is a criminal offence so register entries should be kept up-to-date.

2 OTHER REGISTERABLE INTERESTS (ORIs)

An “Other Registerable Interest” is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
 - (i) exercising functions of a public nature
 - (ii) any body directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

3 NON-REGISTRABLE INTERESTS (NRIs)

“Non-Registrable Interests” are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you become aware. In any other circumstances, where Members require further advice they should contact the Monitoring Officer or Deputy Monitoring Officer in advance of the meeting.

Declarations and Participation in Meetings

1 DISCLOSABLE PECUNIARY INTERESTS (DPIs)

- 1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:
- a) you must disclose the interest;
 - b) not participate in any discussion or vote on the matter; and
 - c) must not remain in the room unless you have been granted a Dispensation.

2 OTHER REGISTERABLE INTERESTS (ORIs)

- 2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:
- a) you must disclose the interest
 - b) may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and
 - c) must not remain in the room unless you have been granted a Dispensation.

3 NON-REGISTRABLE INTERESTS (NRIs)

- 3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:
- a) you must disclose the interest;
 - b) may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and
 - c) must not remain in the room unless you have been granted a Dispensation.

4 BIAS

- 4.1 Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest (bias):
- a) you should not take part in the decision-making process
 - b) you should state that your position in this matter prohibits you from taking part
 - c) you should leave the room.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you become aware. In any other circumstances, where Members require further advice they should contact the Monitoring Officer or Deputy Monitoring Officer in advance of the meeting.

MELTON BOROUGH COUNCIL Forward Plan

FOR THE PERIOD October 2023 - January 2024

What is the Plan?

It is a list of the Key Decisions to be taken by the Cabinet during the period referred to above. The Council has a statutory duty to prepare this document, in accordance with the Local Government Act 2000 (as amended). The Plan is published 28 clear days before a meeting of Cabinet is to be held. The Plan is available to view at the Council's main offices in Melton, or on the Council's website, <http://www.melton.gov.uk>.

What is a Key Decision?

Definition of a key decision as detailed in the Council's Constitution is one which is likely to result in the Council:

- Incurring expenditure of £50,000 or more, or;
- Making savings or generate income of £50,000 or more, and/or
- Has a significant impact on two or more wards in the Borough and on communities living or working in those areas.

Who makes Key Decisions?

Under the Council's Constitution, Key Decisions are made by:

- Cabinet
- The Leader and Portfolio Holders
- Individual officers acting under delegated powers

Are only Key Decisions published on the Plan?

The Council has a statutory obligation to publish Key Decisions in the Plan. However, the Council has voluntarily decided to list non-key Cabinet decisions as well. To clarify matters, Key Decisions will be identified on the Plan with a Yes, non-key decisions with a No.

What does the List tell me?

The List gives information about:

- Upcoming Key and Non-Key Decisions (identified by Yes or No next to them)
- Whether the decision will be made in public or private.
- When decisions are likely to be made.
- Who will make these decisions.
- Who you can contact for further information.

Who are the members of the Cabinet?

The members of the Cabinet and their areas of responsibility are:

- Leader of the Council, Housing and Landlord Services
- Governance, Environment and Regulatory Services (and Deputy Leader)
- Customers, Communities and Neighbourhoods
- Town Centre, Growth and Prosperity
- Corporate Finance, Property and Resources

What is the role of Scrutiny?

The Council's Scrutiny Committee's role is to contribute to the development of Council policies, scrutinise decisions of the Cabinet and hold them to account and to consider any matter affecting Melton Borough or its citizens. Dates of these meetings can be found on the Council's website.

Who do I contact, and how?

Each entry on the Plan indicates the names of the people to contact about that item. They can be contacted via the switchboard on 01664 502502

Request to view Background Papers

Should you wish to request copies or extracts of any documents listed under the column entitled 'Background Papers', for items which are considered to be Key Decisions, please contact Democratic Services at, Melton Borough Council, democracy@melton.gov.uk Please note that copies or extracts of documents which contain information of a confidential or exempt nature cannot be disclosed to the public.

Submission of Additional Documents

Additional documents which are deemed relevant to a particular Key Decision item may be submitted to the Cabinet for consideration. Copies of such documents may also be requested under the same process for requesting to view Background Papers.

Confidential and Exempt Information

This list may also include items to be considered which contain confidential or exempt information, but will not disclose any detail of a confidential or exempt nature. Such items will be identified with '(Exempt)' in the report title.

Report Title	Background Papers	Decision Maker	Date of Decision	Key Decision?	Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<p><u>Award of Contract – Lift Refurbishment at Granby House</u></p> <p>To award a contract for the passenger lift refurbishment at Granby House.</p>		Portfolio Holder for Corporate Finance, Property & Resources	Not before 12th Oct 2023	Yes	Portfolio Holder for Corporate Finance, Property & Resources Michelle Howard, Director for Housing and Communities (Deputy Chief Executive)	Open
<p><u>Sale of Cattle Market North</u></p> <p>The sale of Council land at the North End of the Cattle market, which comprises an approximate area of 1.69 acres, allocated for housing.</p>		Director for Growth and Regeneration	Not before 12th Oct 2023	Yes	Portfolio Holder for Town Centre, Growth & Prosperity Jiten Ravat, Corporate Property and Assets Manager	Open

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<p><u>Procurement of Evidence Base for the Local Plan Review</u></p> <p>The evidence that will be procured is as follows:</p> <ul style="list-style-type: none"> - Retail Study - Employment Study - Strategic Flood Risk Assessment (Stages 1 and 2) - Climate Change Study - Open Space Assessment Report - Local Housing, Economics and Affordable Housing Need Assessments (these could be 2 studies) - Gypsy and Traveller & Travelling Showpeople Assessment - Sustainability Assessment (and Habitats Regulations Assessment) - Green Infrastructure Strategy - Integrated Water Management Study 		<p>Director for Growth and Regeneration</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Portfolio Holder for Governance, Environment & Regulatory Services (& Deputy Leader)</p> <p>Sarah Legge, Assistant Director for Planning</p>	<p>Open</p>

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<u>Lease Renewal at 66/68 Snow Hill, Melton Mowbray</u> To arrange a lease renewal at 66/68 Snow Hill, Melton Mowbray		Director for Growth and Regeneration	Not before 12th Oct 2023	Yes	Portfolio Holder for Town Centre, Growth & Prosperity Jiten Ravat, Corporate Property and Assets Manager	Fully exempt 3
<u>Housing Management Policies</u> To approve the following operational housing management policies: 1. Garages Allocations & Arrears Policy 2. Scooter Pod Allocations & Arrears Policy 3. Recharge Policy		Leader of the Council & Portfolio Holder for Housing & Landlord Services	Not before 12th Oct 2023	Yes	Leader of the Council & Portfolio Holder for Housing & Landlord Services Doug Stother, Tenancy Services Manager	Open

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Purchase of Wood Chipper and Two Vans</u> Procurement process for a wood chipper and two vans		Director for Housing and Communities	Not before 12th Oct 2023	Yes	Portfolio Holder for Governance, Environment & Regulatory Services (& Deputy Leader) Paul Evans, Interim Head of Neighbourhoods	Open
<u>Award of Contract - Domestic and Commercial Heating Servicing, Maintenance and Replacement</u> To appoint a contractor to undertake gas safety checks, servicing and new installation of a range of heating types.		Leader of the Council & Portfolio Holder for Housing & Landlord Services	Not before 12th Oct 2023	Yes	Leader of the Council & Portfolio Holder for Housing & Landlord Services Christopher Flannery, Housing Asset Manager	Open

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Award of Contract for the Stockyard Operation</u>		Director for Growth and Regeneration	Not before 12th Oct 2023	Yes	Portfolio Holder for Town Centre, Growth & Prosperity Lee Byrne, Assistant Director – Regeneration and UKSPF Delivery	Open
<u>Award of Contract for the Construction of the Stockyard Development</u>		Director for Growth and Regeneration	Not before 12th Oct 2023	Yes	Portfolio Holder for Town Centre, Growth & Prosperity Lee Byrne, Assistant Director – Regeneration and UKSPF Delivery	Open

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<p><u>Approval of UKSPF Grants</u></p> <p>Approval of grants in line with grants guidance note and UKSPF guidelines and criteria for the financial year 2023/24.</p>		<p>Director for Growth and Regeneration</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Portfolio Holder for Town Centre, Growth & Prosperity</p> <p>Lee Byrne, Assistant Director – Regeneration and UKSPF Delivery</p>	<p>Open</p>
<p><u>Change of Establishment - Levelling Up Project Manager for 2 Year Fixed Term</u></p> <p>To recruit a fixed term position to support delivery of the Levelling Up Fund and other capital programmes on behalf of Melton Borough Council.</p>		<p>Director for Growth and Regeneration</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Portfolio Holder for Town Centre, Growth & Prosperity</p> <p>Lee Byrne, Assistant Director – Regeneration and UKSPF Delivery</p>	<p>Open</p>

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<p><u>Service Level Agreement for Grant Funding to the Business Improvement District</u></p> <p>To award the Business Improvement District £4,000 capital and £82,370 revenue from the United Kingdom Shared Prosperity Fund over the period 2023/24 and 2024/25.</p> <p>To provide direct support to retail through a Business Improvement Grant scheme to enable pop-up shops and increase occupancy.</p>		<p>Director for Growth and Regeneration</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Portfolio Holder for Town Centre, Growth & Prosperity</p> <p>Gordon Watts, Senior Projects Delivery Officer</p>	<p>Open</p>
<p><u>Award of Contract - Aids and Adaptations Property Extensions</u></p> <p>To award a contract for Aids and Adaptations Property Extensions</p>		<p>Leader of the Council & Portfolio Holder for Housing & Landlord Services</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Leader of the Council & Portfolio Holder for Housing & Landlord Services</p> <p>Christopher Flannery, Housing Asset Manager</p>	<p>Open</p>

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<p><u>Housing Consumer Regulation - Consultation Response</u></p> <p>The Regulator for Social Housing (RSH) has launched a 12 week consultation period regarding proposed new Housing Consumer Regulation Standards and an associated Code of Practice.</p>		<p>Leader of the Council & Portfolio Holder for Housing & Landlord Services</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Leader of the Council & Portfolio Holder for Housing & Landlord Services</p> <p>Alison Bennett, Assistant Director for Housing Management</p>	<p>Open</p>
<p><u>Refugee Resettlement Arrangements</u></p>		<p>Director for Housing and Communities</p>	<p>Not before 12th Oct 2023</p>	<p>Yes</p>	<p>Portfolio Holder for Customers, Communities & Neighbourhoods</p> <p>Rachel Chubb, Strategic Lead for Housing Options and Homelessness</p>	<p>Open</p>

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<p><u>Arrears Recovery Capacity (Housing)</u></p> <p>To implement a rent arrears recovery plan to accelerate progress in collection of rent arrears owed to the council.</p>		<p>Director for Housing and Communities</p>	<p>30 Oct 2023</p>	<p>Yes</p>	<p>Leader of the Council & Portfolio Holder for Housing & Landlord Services</p> <p>Alison Bennett, Assistant Director for Housing Management</p>	<p>Open</p>
<p><u>Intensive Housing Management Service Review</u></p>		<p>Cabinet</p>	<p>11 Oct 2023</p>	<p>No</p>	<p>Leader of the Council & Portfolio Holder for Housing & Landlord Services</p> <p>Alison Bennett, Assistant Director for Housing Management</p>	<p>Open</p>

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<p><u>Planning Enforcement Policies</u></p> <p>A policy how the Council deal with planning enforcement complaints.</p>		Cabinet	15 Nov 2023	No	<p>Portfolio Holder for Governance, Environment & Regulatory Services (& Deputy Leader)</p> <p>Sarah Legge, Assistant Director for Planning</p>	Open
<p><u>Licensing Enforcement Policy</u></p>		Cabinet	15 Nov 2023	No	<p>Portfolio Holder for Governance, Environment & Regulatory Services (& Deputy Leader)</p> <p>Joanne Belcher, Senior Environmental Health Officer</p>	Open

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<p><u>Quarter 2 Housing Revenue Account Revenue and Capital Budget Monitoring Report 2023/24</u></p>		<p align="center">Cabinet</p>	<p align="center">15 Nov 2023</p>	<p align="center">No</p>	<p>Portfolio Holder for Corporate Finance, Property & Resources Carol King, Accountant (CK)</p>	<p align="center">Open</p>
<p><u>Quarter 2 General Fund Revenue and Capital Budget Monitoring Report 2023/24</u></p>		<p align="center">Cabinet</p>	<p align="center">15 Nov 2023</p>	<p align="center">No</p>	<p>Portfolio Holder for Corporate Finance, Property & Resources Natasha Allsopp, Senior Accountant (NA)</p>	<p align="center">Open</p>
<p><u>Mid-Year Treasury Management Report 2023/24</u></p>		<p align="center">Cabinet</p>	<p align="center">15 Nov 2023</p>	<p align="center">No</p>	<p>Portfolio Holder for Corporate Finance, Property & Resources David Scott, Assistant Director for Resources (Deputy s151 Officer)</p>	<p align="center">Open</p>

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<u>Intensive Housing Management Service Review Part 2</u>		Cabinet	15 Nov 2023	No	Leader of the Council & Portfolio Holder for Housing & Landlord Services Alison Bennett, Assistant Director for Housing Management	Open
<u>Leisure Contract Update</u>		Cabinet	15 Nov 2023	No	Portfolio Holder for People and Communities (Deputy Leader) Aysha Rahman, Assistant Director, Customers and Communities	Open

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Housing Revenue Account Asset Management Plan Review</u>		Cabinet	15 Nov 2023	Yes	Leader of the Council & Portfolio Holder for Housing & Landlord Services Christopher Flannery, Housing Asset Manager	Open
<p> page 27 <u>Acquisition of Affordable Homes to Spend Right to Buy Receipts</u> It is proposed that Cabinet delegates authority to the Director of Housing and Communities, in consultation with the Portfolio Holder for Housing and Landlord Services, to purchase houses in accordance with the Right to Buy budget, to ensure that spend targets for the years 2023/24 and 2024/25 are met on time. </p>		Cabinet	15 Nov 2023	Yes	Leader of the Council & Portfolio Holder for Housing & Landlord Services Tahir Majid, Housing Development Manager	Fully exempt 3

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<u>Quarter 2 Corporate Performance and Progress Report 2023/24</u>		Cabinet	13 Dec 2023	No	Leader of the Council & Portfolio Holder for Housing & Landlord Services Martin Guest, Senior Corporate Policy Officer	Open
<u>Asset Development Programme Update</u> An update on the proposals for Phoenix House.		Cabinet	13 Dec 2023	Yes	Portfolio Holder for Town Centre, Growth & Prosperity Pranali Parikh, Director for Growth and Regeneration	Part exempt 3

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<p><u>Feasibility Study into the Melton Mowbray Cemetery</u></p> <p>To consider the report from the CDS Group on the feasibility study into a proposed new cemetery for Melton Mowbray.</p>		Cabinet	13 Dec 2023	Yes	<p>Portfolio Holder for Governance, Environment & Regulatory Services (& Deputy Leader)</p> <p>Paul Evans, Interim Head of Neighbourhoods</p>	Part exempt 3, 4
<p><u>Asset Development Plan (Corporate Assets)</u></p> <p>The report provides an update and requests that Cabinet provides a steer for the next steps of the plan.</p>		Cabinet	13 Dec 2023	Yes	<p>Portfolio Holder for Town Centre, Growth & Prosperity</p> <p>Pranali Parikh, Director for Growth and Regeneration</p>	Open

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<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Levelling Up Fund Update</u>		Cabinet	13 Dec 2023	Yes	Portfolio Holder for Town Centre, Growth & Prosperity Lee Byrne, Assistant Director – Regeneration and UKSPF Delivery	Open
<u>UK Shared Prosperity Fund Update</u>		Cabinet	17 Jan 2024	No	Portfolio Holder for Town Centre, Growth & Prosperity Lee Byrne, Assistant Director – Regeneration and UKSPF Delivery	Open

MELTON BOROUGH COUNCIL SCRUTINY WORK PROGRAMME 2023/24

SCRUTINY REVIEWS

These are dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits. There should only be a maximum of three reviews considered annually and review topics may be changed throughout the year as topical issues arise. Once considered, these issues will be subject to further development and scoping.

Should there not be sufficient capacity to cover items which are brought to the attention of Scrutiny they could instead be addressed through a “one-off” item at a scheduled meeting of the Committee.

Topics	Officer and Member Lead	Date	Notes	Requested by (Member)/ Date agreed for addition by Scrutiny Chairman	Portfolio Holder/Chief Officer consulted on date of report
Budget Scrutiny	Director for Corporate Services Assistant Director for Resources Scrutiny Lead: TBC	12 December 2023	A Budget Scrutiny Workshop is proposed to give Members an opportunity to view key changes to the budget prior to the publication of the budget papers at January’s formal Budget Scrutiny Committee meeting. The Workshop gives Members an opportunity to raise concerns with any proposals before they are finalised.	Requested by the Director for Corporate Services and Assistant Director for Resources. Agreed by Chairman on 22 August 2023.	N/A – There will be no final report but comments will be fed into budget papers.
Future Leisure Provision	Director for Growth and Regeneration Scrutiny Lead: TBC	TBC	Workshop session proposed.	SLT suggested this should be a workshop instead of a Policy Development Group.	N/A – There will be no final report but comments will be fed into existing plans and work streams.

POLICY DEVELOPMENT GROUPS

Policy Development Groups in three areas have been set up for Members to discuss and comment upon topics. The results of the discussions and comments will feed into the development of the new Corporate Plan.

Topics	Officer and Member Lead	Date	Notes	Requested by (Member)/ Date agreed for addition by Scrutiny Chairman	Portfolio Holder/Chief Officer consulted on date of report
Asset Development Programme	Director for Growth and Regeneration Portfolio Holder for Corporate Finance, Property and Resources	Meeting 1 – 9 August 2023 Meeting 2 – 31 August 2023	This is an informal group set up by consensus. There will be 10 Members drawn from all 28 Members and will be politically balanced. It is anticipated there will be at least one Member of the Scrutiny Committee on the group who will be a conduit to Scrutiny. The findings and recommendations of the group will inform the development of the Council’s Corporate Strategy for 2024-2028.	N/A – The Chief Executive explained the proposal for Policy Development Groups at the Scrutiny Work Programme Workshop, 15 June 2023.	N/A
Town Centre vitality & regeneration	Director for Growth and Regeneration Portfolio Holder for Town Centre, Growth and Prosperity	Meeting 1 – 2 August 2023 Meeting 2 – 22 August 2023	This is an informal group set up by consensus. There will be 10 Members drawn from all 28 Members and will be politically balanced. It is anticipated there will be at least one Member of the Scrutiny Committee on the group who will be a conduit to Scrutiny. The findings and recommendations of the group will inform the development of the Council’s Corporate Strategy for 2024-2028.	N/A – The Chief Executive explained the proposal for Policy Development Groups at the Scrutiny Work Programme Workshop, 15 June 2023.	N/A

ONE OFF ITEMS/FORWARD PLAN(PRE-DECISION)/ANNUAL ITEM

These are dealt with at scheduled meetings of the Committee. The following are suggestions for when particular items may be scheduled.

Suggested Topics	FORMAT	Portfolio Holder/Officer	Meeting Date	Notes	Requested by (Member)/ Date agreed for addition by Scrutiny Chairman	Portfolio Holder/Chief Officer consulted on date of report
(1) Crime and Disorder	Annual	Portfolio Holder for Corporate Finance, Property and Resources Director for Housing and Communities	19 October 2023	The new Local Police Inspector, Inspector Darren Richardson, has been invited to this meeting.	N/A as Statutory Function	Yes
(2) Homelessness Strategy	One-off	Portfolio Holder for Customers, Communities and Neighbourhoods Director for Housing and Committees	23 November 2023	Scrutiny Committee review of the draft homelessness strategy will add value and will enable feedback and / or recommendations to cabinet for consideration. In this context, the Committee would be well placed to fulfil a consultative function.	Scrutiny Workshop, 15 June 2023	Yes
(3) Climate Change Strategy	One-off	Portfolio Holder for Governance, Environment and Regulatory Services Director for Growth and Regeneration	23 November 2023	A Scrutiny Committee workshop was held in March 2023 to review the Council's work and the progress on the climate change strategy. Following the comments received, the draft strategy is being prepared. It is proposed for the Committee to review the draft Climate Change Strategy as part of the consultation process. The feedback and comments from the committee will inform the final strategy for consideration by the Cabinet and approval by the Council later this year.	Scrutiny Workshop, 15 June 2023	Yes
(4) Budget	Annual	Portfolio Holder for Corporate Finance, Property and Resources Director for Corporate Services	25 January 2024	One item only agenda Scrutiny of the Budget. <i>All Members are invited to participate.</i>	N/A	Yes
(5) Lightbulb – 5 Year Plan	One-off	Portfolio Holder for Customers, Communities and Neighbourhoods	21 March 2024 <i>Could be December or February</i>	Scrutiny committee involvement in the development of the five-year business plan will be advantageous for the whole partnership. It will also enable the committee to provide feedback to cabinet	Scrutiny Workshop, 15 June 2023	Yes

Suggested Topics	FORMAT	Portfolio Holder/Officer	Meeting Date	Notes	Requested by (Member)/ Date agreed for addition by Scrutiny Chairman	Portfolio Holder/Chief Officer consulted on date of report
		Director for Housing and Communities		on the opportunities and constraints for Lightbulb as a service (eg: eligible spend guided by legislative framework and ringfence, leading to underspend). <i>This is a partnership piece of work.</i>		
(6) Regulatory change in housing review	One-off	Leader and Portfolio Holder for Housing and Landlord Services Director for Housing and Communities	25 April 2024	This slot is on hold for a potential review on the effects of the regulatory change in housing upon Melton.	Scrutiny Workshop, 15 June 2023	Yes
(7) Annual Scrutiny Report	Annual Item	Scrutiny Officer Chairman of Scrutiny Committee	25 April 2024	Report detailing the work of the Scrutiny Committee over the previous 12 months.	N/A	Yes

PENDING ITEMS These items are awaiting further discussion or additional research before being added to the work programme

Topics (One-off or Review Item?)	Officer and Member Lead	Date	Notes	Requested by (Member)/ Date agreed for addition by Scrutiny Chairman
(1) Leader's Annual Presentation	Chief Executive Leader	21 March 2024 (TBC)	-	Scrutiny Work Programme Workshop, 15 June 2023
(2) Portfolio Holder for Governance, Environment and Regulatory Services Annual Presentation	Monitoring Officer Portfolio Holder for Governance, Environment and Regulatory Services	TBC	-	Scrutiny Work Programme Workshop, 15 June 2023
(3) Portfolio Holder for Customers, Communities and Neighbourhoods Annual Presentation	Director for Housing and Communities Portfolio Holder for Customers, Communities and Neighbourhoods	TBC	-	Scrutiny Work Programme Workshop, 15 June 2023
(4) Portfolio Holder for Town Centre, Growth and Prosperity Annual Presentation	Director for Growth and Regeneration Portfolio Holder for Town Centre, Growth and Prosperity	TBC	-	Scrutiny Work Programme Workshop, 15 June 2023
(5) Portfolio Holder for Corporate Finance, Property and Resources Annual Presentation	Director for Corporate Services Portfolio Holder for Corporate Finance, Property and Resources	TBC	-	Scrutiny Work Programme Workshop, 15 June 2023
(6) Connected with our Rural Communities	Director for Housing and Communities Director for Growth and Regeneration Scrutiny Lead: TBC	TBC	Workshop session proposed. It is recommended that the Leicestershire and Rutland Association of Local Councils is invited.	Scrutiny Work Programme Workshop, 15 June 2023
(7) Offer to Young People	Director for Housing and Communities Director for Growth and Regeneration Scrutiny Lead: TBC	TBC	Workshop session proposed. Workshop could be a prelude to a Youth Strategy.	Scrutiny Work Programme Workshop, 15 June 2023

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(8) Supporting an aging population	Director for Housing and Communities Scrutiny Lead: TBC	TBC	Workshop session proposed.	Scrutiny Work Programme Workshop, 15 June 2023
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ADVICE ON WORK PROGRAMME

What is a Work Programme?

The Scrutiny Work Programme outlines the areas of work which are expected to be scrutinised over the coming months/year by or on behalf of the Council's Scrutiny Committee and any Working Groups convened for review work. Topics added to the work programme should have expected outcomes to add value to the services delivered by the Council and its partners and/or improve the quality of lives of Melton's residents. It is recognised that there is a need for flexibility in the work programme so as to allow relevant issues to be dealt with as and when they arise.

Sources of Work Programme Ideas

Numerous sources of information can help to inform topic selection, including:

- Concerns that have been raised by the public relating to Council delivered services
- Issues of community concern – not necessarily services delivered by the Council
- Issues that have been flagged up by reviews, audits or inspections (past and present).
- Issues relating to Councils outcomes, objectives and priorities
- Consultations and interviews
- Underperformance
- "Stakeholders" concerns – raised by the Council's partners or the users of services
- Partnership objectives
- Cabinet Members, Chief Executive or Directors presentations about the pertinent issues that are emerging and any opportunities or threats on the horizon
- Central government priority changes
- Improvement Plans
- Forward Plan
- Budgetary analysis.

Scrutiny is also encouraged to think about external Scrutiny and the monitoring of other public bodies, and how its activities will engage partner organisations, the media and the public.

Selecting a Work Programme Topic

The Scrutiny Committee should use effective processes to select topics that will contribute towards the best possible work programme for Scrutiny. This means looking at the sources of information that may help and using them to choose the right topics.

This involves:

- Drawing out and discussing what matters most to Councillors and to the community at large
- Finding out about any research that has been completed or that is planned
- Prioritising topics
- Considering what added value is expected as a result of Scrutiny involvement
- Considering whether the topic is already being reviewed elsewhere

It is also important to note that Scrutiny has limited time and resources and therefore workplans need to be manageable. It is not possible to include every topic suggested by Members, Directors or the Public in the work programme. In addition, Officer capacity may be diverted from projects if a review is added to the workplan without considering the impact on Officer resource and this should be a consideration in adding to work programme. Successful Scrutiny is about looking at the right topic in the right way and Members will need to be selective whilst also being able to demonstrate clear arguments in favour of including or excluding topics.

Risks

A common pitfall for Scrutiny can be the inclusion of topics on the work programme that are unmanageable, of limited interest to the community, purely for informational purposes, have few outcomes and fail to 'add value' to the work of the Council or the wellbeing of the community. As such the selection and prioritisation of topics is critical to the effectiveness of Scrutiny as such processes can ensure clearer focus, particularly in poor or weak areas of performance or major issues of concern to the wider community.

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Crime and Disorder - Annual Update

Report Author:	Aysha Rahman , Assistant Director for Customer and Communities 01664 502502 arahman@melton.gov.uk
Chief Officer Responsible:	Michelle Howard , Director for Housing and Communities (Deputy Chief Executive) 01664 504322 mhoward@melton.gov.uk
Lead Member/Relevant Portfolio Holder	Councillor Pat Cumbers - Portfolio Holder for Customers, Communities and Neighbourhoods

Corporate Priority:	Excellent services positively impacting our communities Connected and led by our communities
Relevant Ward Member(s):	All
Date of consultation with Ward Member(s):	N/A
Exempt Information:	No

1 Summary

- 1.1 As part of its remit, the scrutiny committee is the Council's designated Crime and Disorder Committee.
- 1.2 The Scrutiny Committee receives an annual update report to assist in the discharge of this responsibility.

2 Recommendation

That Scrutiny Committee:

- 2.1 Considers the report and provide comments for consideration by Cabinet.

3 Reason for Recommendations

- 3.1 To enable the Scrutiny Committee to fulfil its responsibilities in relation to scrutinising matters relating to crime and disorder, on behalf of the Council.

- 3.2 To enable scrutiny feedback to be shared with the Safer Melton Partnership as appropriate, via the Portfolio Holder for Customers, Communities and Neighbourhoods (Chair of the Safer Melton Partnership).

4 Background

- 4.1 As part of its remit, the scrutiny committee is the Council's designated Crime and Disorder Committee under the Police and Justice Act 2006.

- 4.1.1 The Scrutiny Committee receives an annual update report to assist in the discharge of this responsibility.

- 4.1.2 This report provides an update on key thematic areas shown below:

- a) Impact of team restructure and the difference this has made.
- b) Partnership working and collaboration – including an introduction to the new Inspector for Melton, Darren Richardson. (Introduction, Crime trends and any other relevant info).
- c) Funding Opportunities – Current and Future
- d) Community Cohesion / Engagement
- e) Strategy and Key Performance Indicators

- 4.1.3 Alongside the Portfolio Holder / Safer Melton Partnership Chair, Council Officers and a police representative will be in attendance at the meeting to provide an update on crime trends including in rural areas, other relevant information and will be available to answer questions from the committee.

5 Main Considerations

5.1 Impact of Team Restructure

- 5.1.1 The departure of an Anti-Social Behaviour officer and Neighbourhood Support Officer 2022/2023 created an opportunity to re-evaluate the requirements of the Safer Communities team alongside the development of the integrated people offer. This approach was in line with the Council's vacancy management process, through which managers are encouraged to review and consider the best ways in which to deliver services.
- 5.1.2 Responsibility for environmental enforcement functions was integrated with antisocial behaviour management to create a wider remit to enable a more robust response from the service. Strengthening leadership capacity and expertise was necessary, and the Strategic Lead for Safer Communities role was appointed.
- 5.1.3 Changes to the establishment enabled the roles of the Safer Communities and Neighbourhood Officers (SCNO) to be created to allow the team to work in a more dynamic, flexible and focused way.
- 5.1.4 Extensive partnership and collaboration is also required to deliver services, support partnerships and maintain performance and accountability. A partnership lead officer now supports the Safer Melton Partnership and the team. This role is part funded through the Office of the Police and Crime Commissioner (OPCC) and its remit is covered later in the report.
- 5.1.5 Since the implementation of the restructure, Safer Communities have been able to work more proactively, and are empowered in problem-solving issues and complaints with

greater skill and knowledge. For example, working with our partners such as the Police to tackle ASB hotspots and the deployment of mobile CCTV.

5.1.6 Case Study Example 1:

- The Safer Communities team received complaints about anti-social behaviour from young people in a rural location. The team responded to all complainants within 48hrs and conducted joint visits with the Police to complainants, to reassure and offer support. They also met with the alleged offenders to understand their perspective. CCTV was deployed and diary sheets were provided to residents as part of an incremental approach, designed to establish facts and to support the community. Positive engagement and relationship building is being considered alongside enforcement, creating opportunities for mutual understanding and to work towards community cohesion and stability.

5.1.7 Case Study Example 2:

- a) The Safer Communities received a complaint of cannabis smells coming from a town centre property which was allocated to a Senior Neighbourhoods and Communities Officer for investigation and action. While discussing the complaint with the alleged perpetrator, the officer recognised some triggers which indicated that she may be experiencing domestic abuse. Further to a visit to the individual which confirmed those concerns, arrangements were made to safeguard and support her. A DASH (domestic abuse, stalking and 'honour'-based violence) risk assessment scored high on risk and a MARAC (multi-agency risk assessment conference) referral was made. This led to her receiving support from other professional services. She now regularly engages with "Living Without Abuse" and the team have supported with her housing application as well as providing a supporting statement. Enforcement was an inappropriate course of action and in this case, the actions of the perpetrator was indicative of underlying issues that needed addressing. No further complaints of cannabis smells have been received.

5.1.8 Whilst enforcement isn't our immediate response in most cases, it does play an important role as a deterrent and is necessary in some cases.

5.1.9 Over the last 12 months 09/22 to 09/23 Safer Communities have undertaken the following enforcement actions:

- a) First closure order to tackle persistent ASB issues at an address with Melton Town Centre
- b) First section 1 injunction to prevent ASB from noise nuisance.
- c) 58 Community Protection Warnings
- d) 19 Community Protection Notices
- e) 3 other enforcement notices relating to fly tipping
- f) 14 interviews under caution
- g) 10 fixed penalty notices.
- h) 5 Case files presented to legal, 2 prosecuted and 3 pending.
- i) 2 waste collector stop and search operations

5.1.10 The above figures are a stark comparison to 2021 where there was no enforcement action taken, demonstrating a culture and capacity change within the authority. Our teams are

now prepared, able and confident to act as and when necessary using the range of tools at their disposal. Positive feedback has been received from Police colleagues about this improved and collaborative approach.

- 5.1.11 The team are supported to ensure they take a balanced approach to delivery using both enforcement and support depending on the context of the situation.
- 5.1.12 The Safer Communities team also draw on other services' skills and expertise to assist them to support residents, communities, and young people who are in greater need of support. Some of these services are covered later in this paper under Partnership Working and Collaboration.

5.2 **Partnership Working and Collaboration**

- 5.2.1 A key component and driving force of wider partnership working and collaboration is the Safer Melton Partnership, a strategic partnership formed to ensure compliance with the statutory duties and responsibilities stated in the Crime and Disorder Act 1998, the Police and Justice Act 2006, the Policing and Crime Act 2009 and subsequent Home Office regulations which places a statutory duty on each Local Authority, Fire and Rescue Service, Health Service, Police and Probation Services to work together to reduce crime and disorder in their area.
- 5.2.2 It brings together a variety of statutory, non-statutory and voluntary organisations with a shared commitment to reduce crime, disorder and anti-social behaviour across the Borough using a community based, multi-agency and evidence led approach.
- 5.2.3 Since the refresh of the partnership in September 2022, we have seen a wider range of agencies in attendance including the National Farmers Union and Melton Mowbray Town Estate, as well as the return and commitment of statutory partners including the Probation Trust and Fire Service.
- 5.2.4 A more democratic and consultative approach to action planning, priority setting and funding bids has empowered our partners to have greater ownership and accountability of the action plan which they agreed to during a relaunch workshop.
- 5.2.5 The Safer Melton Partnership has an agreed action plan, focussed on 5 key priority areas:
 - a) Drugs and county Lines
 - b) ASB and environmental crime
 - c) Rural crime
 - d) Hate crime
 - e) Violent crime
- 5.2.6 A robust partnership allows us to make greater progress towards the delivery of our objectives within the action plan.
- 5.2.7 We are also working together with a much wider range of internal / external partners and stakeholders including the following:
 - a) **External Agencies**
 - i) Youth Justice
 - ii) Impact
 - iii) Social Services

- iv) Lightbulb
- v) Turning Point

b) Internal Services

- i) Community Support Hub
- ii) Tenancy Services
- iii) Environmental Health
- iv) Housing Options / Homelessness
- v) Healthy and Active Communities

5.2.8 Supporting the Safer Melton Partnership, strengthening existing relationships and developing new relationships to deliver collaboration and engagement opportunities has been a key focus of the newly created Safer Communities Partnership Officer role.

5.2.9 Some examples of the wider partnership working and collaboration are provided below:

- a) Patch walks and estate evaluations in collaboration with the police and tenancy services.
- b) Community engagement events with multiple agencies and services. Examples are provided later in this report.
- c) The team have been able reinvigorate the Safer Melton Against Retail Theft (SMART) scheme. Post-COVID, SMART meetings were not taking place regularly and business membership appeared to have either dwindled or active participation had decreased.
- d) One of the first projects following the reinvigoration of SMART was to address GDPR compliance and a new data sharing platform was introduced as a result. External funding was secured from the Office of the Police and Crime Commissioner, to source a new mobile app called DISC which enables SMART members to share information and report incidents to the council and Police, without the need for a report form. The Council will no longer be accepting referrals outside of the DISC process to ensure we continue to remain GDPR compliant.

5.3 Funding Opportunities – Current and Future

5.3.1 The OPCC (Office of Police and Crime Commissioner) has changed the way in which CSP's received their funding allocation. CSPs are no longer given a lump sum at the beginning of each financial year. Whilst a provisional allocation is designated for each CSP, the Local Authority would be required to bid for their allocation annually, outlining the proposed projects with clear measurable outcomes.

5.3.2 This has been a positive step, ensuring CSPs take ownership and accountability as well as providing transparency and meaningful outcomes from the funding process.

5.3.3 As a result of the OPCC using a new funding formula, Melton saw a small increase in its funding allocation this year from approximately £25k to £31K.

5.3.4 The upgrade of our CCTV has opened further opportunities to bid for funding in order to provide a wider enhanced offer around our duty to prevent SV (Serious Violence) and VAWG (Violence Against Women and Girls).

5.3.5 So far this year we have successfully submitted 6 funding grants to the OPCC, with a total spend of £29,727.80. These bids are as follows:

- a) Safer Communities and Partnership Officer, total amount £15,462 (match-funded by MBC).
- b) DISC APP, total amount £1,270.
- c) Play Close CCTV, total cost £ 4,843
- d) WCCTV Help point and standard support package with installation with existing camera £3000, plus installation cost £1850 total amount = £4850
- e) Convex mirrors at Beckmill Court, Chapel Street, King Street and Greenslade. Each unit costs £38.39 for a 450-diameter convex mirror. 20 units would cost approx. £767.80
- f) Drink Safe, testing strips 1000 units cost £1,500 and drink covers 10,000 units cost £1535, total cost £3,035.

5.3.6 Furthermore, Melton has been just 1 of 2 CSP's within LLR to be selected for SS5 (Safer Streets 5) funding, worth up to £300,000.

5.3.7 Project bids in consultation with CSP partners have been submitted for approval through the CSP and we are currently awaiting the outcome. If successful, we will be delivering the following projects over the next 18 months in partnership with the OPCC:

- a) **Solar lighting at Play Close Park.** This part of the funding will provide 12 Solar lights, 6 around the skate park and 6 along the path leading to the leisure centre. Each light provides 25-meter circumference of light and has a battery life of up to 8 years. We have also budgeted for a 5-year maintenance package to ensure longevity. Melton Mowbray Town Estate are a key partner in this project.
- b) **Additional CCTV.** This part of the funding will provide 3 x permanent CCTV cameras located around Beckmill Court, connected to our main CCTV system. We have also applied for 3 addition solar deployable cameras to specifically target fly tipping within our borough. As these units are solar powered it is hoped the duration of deployment will be greatly improved from our current offer of 2 weeks.
- c) **Target Hardening.** This part of the project will be delivered by a 3rd party company who will identify residents that are most in need of these products to reduce the risk of crime and provide reassurance. Some of the products available will be video doorbells, window alarms, door alarms, personal alarms and other similar items.
- d) **Buddy By M.** This part of the project will provide Melton residents with the Buddy by M service. This is targeted at adults and children who need extra support due to mental health issues, family support, or have been identified as potential candidates through agencies. This will be a 24-month intervention to ensure effective outcomes for users.
- e) **Resources (Body Cams and training/upskilling for Officers).** We are also looking to invest in our officers, manage risk in confrontational situations and to upskill them with greater knowledge and tactics to address and resolve ASB within our borough.

5.4 Community Cohesion / Engagement

5.4.1 Community engagement approaches are delivered using officers across the integrated people structure and our partner agencies to ensure we offer our communities a full service to address a multitude of issues.

5.4.2 We aim to run engagement events in areas of either high community tensions or proactively where potential issues may arise.

5.4.3 Some examples of these are provided below:

- a) We have conducted several engagement events and initiatives within the Fairmead estate over the last 12 months. This is to try and build community trust in services and ensure residents see MBC and the Police not just as enforcement agencies but as an avenue of support and help should they require it.
- b) Last October 2022 we ran a month of action that consisted of an engagement event at John Fernley school with multiple services in attendance, activities, and free food. We also conducted estate evaluations, tenant engagement and enforcement of untidy gardens.
- c) During May 2023 half term, the Safer Communities team ran a youth engagement event at the Play Close skate park. This included our Healthy and Active Communities team running sporting events alongside Leicestershire Police, and The Child Exploitation Team from Family Services. We also worked with the MMTE to secure the use of the land. This was a well-received event and the youths that attended provided us with positive feedback regarding the sporting activities and ideas for the skate park, such as lighting and graffiti designs.
- d) Throughout the month of June 2023, we conducted several events and activities focusing on our community environment. This consisted of patch walks with partner agencies across the borough, Dog awareness week from 12th June to 16th June with social media posts, patrols, dog stencilling, engagement with the rural community regarding sheep worrying, speaking with local schools, and engaging with residents' groups. We also engaged with our local businesses within the town centre regarding their commercial general waste to ensure they are acting responsibly and in accordance with the law, this was due to a recent incident of fly tipping on Lag Lane that had come from one of the business premises.
- e) In July 2023, we participated in the national ASB week. During that week we conducted 3 public surgeries at McDonalds restaurant, Morrisons supermarket and Sainsbury's supermarket in Melton town centre. We ran a social media campaign, highlighting case studies and promoting the national campaign. We also conducted 3 engagement events at the Stockyard, speaking with our farming community during market days.
- f) We expanded the Fairmead Football events instigated last year by one of our SCNO. This summer, we formed a wider partnership with the Healthy & Active Communities Team, Empowering Communities Lead and Asfordby Amateurs Football club to deliver 9 football events; 3 at Fairmead, 3 at The Edge and 3 at West Avenue. The Edge was our best attended events with the West Avenue area having the least involvement.

5.4.4 Forward Look:

- a) With the recent recruitment of the Community Coordinator (Village and Town) as a cross-directorate shared role, we are now able to put more resources and time to focus on our rural engagement.
- b) An example of this is the case study referred to earlier regarding interventions within one of our rural villages concerning ASB. Plans are in development to facilitate a Christmas event in the community to help build relationships and mutual understanding to support longer term stability.

- c) In consultation with skate park users, we are hoping to run a competition early next year for our skate park users. The competition will be to design some graffiti art that will be painted onto our skate park to inject some personality into the area and consequently impart ownership to all the users.

5.5 Strategy and Key Performance Indicators

Strategies

- 5.5.1 Over the coming months, Safer Communities have several important strategies and subsequent actions that will need to be developed and incorporated as part of our core business due to their statutory nature:
 - a) Prevent – is the national counter terrorism organisation overseen by the Home Office. Melton will be required to have a stand-alone action plan which in turn will feed into the County and national plans.
 - b) Hate Crime – There is a new LLR action plan being introduced later this year that Melton will support and feed into.
 - c) Serious Violence duty – Each CSP has a duty to tackle serious violence within their area. The County-wide Serious Violence Strategy is due to be implemented early next year and is awaiting SPB approval after which it will be adopted by MBC.
 - d) A new Safer Communities Strategy will be completed next year to align with the Leicestershire County Council's strategy which is currently in development.

Key Performance Indicators (KPIs)

- 5.5.2 With the expansion of responsibilities within the new team structure, we have also taken the opportunity to ensure our Key Performance Indicators (KPI's) have been reviewed to ensure they are meaningful and reflect the positive outcomes being delivered for our communities without driving behaviours that sway officer judgement on the right approach to a case. Our new KPIs are:
 - a) Number of enviro crime incidents investigated.
 - b) Number of ASB cases investigated.
 - c) Number of FPN's issued.
 - d) Percentage of cases referred from Housing.
 - e) Number of CPW issued.
 - f) Number of CPN issued.
 - g) Number other warnings issued and other enforcement action (DUTY CARE, S47 EPA, PDPA S4).
 - h) Number of patrol hours captured.
 - i) Number of referrals made to internal and external support services.
 - j) Number of community triggers – received
 - k) Number of community triggers - threshold not met
 - l) Number of community triggers - panel upheld complaint
- 5.5.3 Regular case reviews are held both between team members and with the Strategic Lead to ensure the right approach is being employed based on the context of the situation.

Community Triggers

- 5.5.4 The Council have a statutory duty to ensure residents and business can access their right to submit an ASB case review (Community Trigger) should they feel, the local Authority, Police or Housing Association failed to take appropriate action to address their complaint.
- 5.5.5 The Strategic Lead Safer Communities is the Single Point of Contact (SPOC) for this process and will liaise with all agencies involved to assess the case and see if the criteria have been met.
- 5.5.6 The SPOC has mandatory deadlines and will keep the complainant updated throughout the process. We welcome the community triggers approach as a baseline for understanding the effectiveness of our delivery, lessons learned and performance as a team.

Sentinel Review

- 5.5.7 Safer Communities historically case-managed through an ASB case management system called Sentinel, which forms part of the LLR partnership and was introduced in 2011.
- 5.5.8 Over the last few years, the system has become outdated and, without much needed reinvigoration, continues to be a clunky and time-consuming way of multi-agency case management.
- 5.5.9 As a result, Melton put forward a request to explore alternative systems to manage ASB which was accepted by the LLR partnership, and a subsequent LLR task group was formed to review the available options.
- 5.5.10 As part of the options appraisal, E-CINS has been identified as a viable and suitable alternative to Sentinel and is now in the process of being explored as an alternative system by the Partnership.
- 5.5.11 Melton Borough Council already use the E-Cins system to case manage across Safer Communities and the Community Support hub and we are hopeful the wider partnership will see the benefits, as we do.
- 5.5.12 It is hoped that a decision regarding the case management systems will be made early next year by the SPB with Melton having been a key driving force behind this proposed change.

6 Options Considered

- 6.1 Not applicable. As part of its remit, the scrutiny committee is the Council's designated Crime and Disorder Committee. The Scrutiny Committee receives an annual update report to assist in the discharge of this responsibility.

7 Consultation

- 7.1 Feedback from the Committee is welcome. There has been no formal consultation in developing this update report.

8 Next Steps – Implementation and Communication

- 8.1 Any feedback will be considered as part of future resource planning and shared with Cabinet.

9 Financial Implications

- 9.1 There are no financial implications arising directly from this report but accessing external funding has been key in supporting further investments and enhancement of the community safety function.

Financial Implications reviewed by: David Scott, Assistant Director for Resources

10 Legal and Governance Implications

- 10.1 There are no legal implications arising directly from this report, however the Council does have some legal obligations and responsibilities which are highlighted within the body of this report.

Legal Implications reviewed by: Senior Solicitor

11 Equality and Safeguarding Implications

- 11.1 Equality and safeguarding considerations are a key component of any response to community safety.
- 11.2 An Equalities Impact Assessment was carried out for the associated Safer Melton Strategic Plan. A further impact assessment will be undertaken when the plan is refreshed.

12 Data Protection Implications (Mandatory)

DPIAs are undertaken for individual elements of the Safer Communities services as required such as CCTV.

13 Community Safety Implications

- 13.1 The Council has a duty to enable communities and environments where people feel safe to visit, live and work. This report provides an update on some of the key activities underway and seeks to provide assurance regarding commitment to enabling safe communities.

14 Environmental and Climate Change Implications

- 14.1 Issues such as fly-tipping and dog fouling has a negative impact on the environment and subsequent adverse climate change implications. It can pollute land and waterways; have a detrimental impact on wildlife, the natural environment and public health as well as being expensive to clear away. The Safer Communities team with its wider remit and use of increased enforcement as a deterrent plays a positive part in reducing the impact on our environment and on climate change.

15 Other Implications (where significant)

- 15.1 No other implications

16 Risk & Mitigation

Risk No	Risk Description	Likelihood	Impact	Risk
1	Failure to fulfil statutory responsibilities in relation to Crime and Disorder	Very Low	Critical	6
2	Failure to work in partnership to achieve positive outcomes	Low	Critical	9

3	Staff resilience, competence expertise exposes the council to risk of poor awareness and response / associated reputational risk	Very Low	Catastrophic	8
4	Ineffective management of ASB in tenancy services	3	3	9

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High				
	4 Significant				
	3 Low			2,4	
	2 Very Low			1	3
	1 Almost impossible				

Risk No	Mitigation
1	Safer Melton Partnership in place. Attendance at countywide partnership meetings to ensure up to date policy and legislative awareness. Dedicated staff team, with expertise and opportunities for continuous professional development. Scrutiny committee annual review and opportunity to question officers and police representatives.
2	Local partnerships in place and impact / effectiveness kept under review. Priorities for the partnership reviewed in 2022 and ongoing reviews take place as priorities and legislative changes develop. Strong leadership and commitment to collaborate at all levels of the organisation.
3	Dedicated staff team, with expertise and opportunities for continuous professional development. Integration of community safety with environmental crime, expanded remits and roles for team members to have broader knowledge. Integration of safer communities as part of wider integrated people offer.
4	Tenancy services have now implemented the new ASB module within Northgate and are case managing initial tenant ASB with the ability to escalate and request support and expertise from Safer Communities as required.

17 Background Papers

17.1 [Link to Scrutiny Report 2022/23](#)

17.2 [Safer Melton Partnership Action Plan](#)

18 Appendices

18.1 None