

SELECT CRIME AND DISORDER COMMITTEE

Wednesday, 12 December 2018 at 6.30pm
Belle Vue Suite, Belle Vue Square, Broughton Road, Skipton

Committee Members: The Chairman (Councillor Staveley) and Councillors Brown, Graham, Mason, Mercer, Moorby, Pighills, Shuttleworth, Solloway, Sutcliffe, Thompson and Whitaker.

AGENDA

1. **Apologies for absence**
2. **Public Participation** – In the event that any questions / statements are received or members of the public attend, the public participation session will proceed for a period of up to fifteen minutes.

(Note: Where the participation relates to any particular item on the agenda, participation will usually be when that item is considered.)

3. **Declarations of Interest** – All Members are invited to declare at this point any interests they have in items appearing on this agenda, including the nature of those interests.

(Note: Declarations should be in the form of:

a “***disclosable pecuniary interest***” under Appendix A to the Council’s Code of Conduct, or “***other interests***” under Appendix B or under Paragraph 15 where a matter arises at the meeting which relates to a financial interest of a friend, relative or close associate.

A Member of Council who has a disclosable pecuniary interest must leave the room and not take part in the discussion or vote. When declaring interests under Appendix B or Paragraph 15 of the Code, Members must move to the public seating area, not vote, and speak only if members of the public are also allowed to speak at the meeting.)

4. **Policing in North Yorkshire and Local Policing Craven** – Inspector Lorraine Crossman-Smith, North Yorkshire Police to report on policing in Craven. Stop and search data and local crime statistics attached.

Purpose of item – To present Members with an update on policing in North Yorkshire and local policing within the Craven District.

5. **Community Safety** – Report of the Chief Executive. Attached.

Purpose of item – To provide an update about the work of the Community Safety Partnership Hub within Craven District and North Yorkshire.

Next meeting of the Crime and Disorder Committee : Provisional Date - Wednesday, 26th June 2019 at 6.30pm.

(Sitting as Select Committee)

6. **Confirmation of Minutes** of the meeting held on 21st November 2018.
7. **Select Committee Recommendations : Tracking** – Report of the Democratic Services Manager. Attached.
- Purpose of Item – To introduce a recommendation tracking system which allows the Select Committee to consider the status of its recommendations in terms of their ongoing relevance and the progress made in implementing the recommendations..
8. **Date of Next Ordinary Meeting** – Wednesday, 16th January 2019 at 6.30pm.
9. **Any other items** which the Chairman decides are urgent in accordance with Section 100B(4) of the Local Government Act, 1972.

Agenda Contact Officer:

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- (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the agenda contact officer (details above) prior to the start of the meeting. Any recording must be conducted openly and not disrupt proceedings.

Emergency Evacuation Procedure

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Please do not leave a meeting without telling the Chairman or a representative of Legal and Democratic Services.

Stop Search

Resident Population - source Office National Statistics 2011 census

SNC Population	North Yorkshire
CRAVEN - White population 97.4% Other Ethnicities 2.6%	White Population 96.6% Other Ethnicities 3.4%
HAMB_RICH - White population 97.2% Other Ethnicities 2.8%	
HARROGATE - White population 96.3% Other Ethnicities 3.7%	
SCAR_RYE - White population 97.9% Other Ethnicities 2.1%	
SELBY - White population 98.4% Other Ethnicities 1.6%	
YORK - White population 94.3% Other Ethnicities 5.7%	

Number of stop searches carried out from 1 Nov 2017 to the Date selected

By Self defined ethnicity of the person stopped group into three categories - White, Other Ethnicities, Not Stated

SNC	Ethnic Group	2018/2019	
Craven SNC	1. White	15	71.4%
	2. Other Ethnicities	1	4.8%
	3. Not Stated	5	23.8%
	Total	21	
Hambleton & Richmondshire SNC	1. White	13	54.2%
	2. Other Ethnicities	5	20.8%
	3. Not Stated	6	25.0%
	Total	24	
Harrogate SNC	1. White	110	73.3%
	2. Other Ethnicities	7	4.7%
	3. Not Stated	33	22.0%
	Total	150	
Scarborough & Ryedale SNC	1. White	62	83.8%
	2. Other Ethnicities	2	2.7%
	3. Not Stated	10	13.5%
	Total	74	
Selby SNC	1. White	30	88.2%
	2. Other Ethnicities	1	2.9%
	3. Not Stated	3	8.8%
	Total	34	
York SNC	1. White	63	85.1%
	2. Other Ethnicities	2	2.7%
	3. Not Stated	9	12.2%
	Total	74	
zUnallocated	1. White	8	66.7%
	2. Other Ethnicities	2	16.7%
	3. Not Stated	2	16.7%
	Total	12	
Total	Total	389	

Searches by Gender

SNC	Gender	1. White		2. Other Ethnicities		3. Not Stated	
Craven SNC	Female	2	13.3%	0	0.0%	0	0.0%
	Male	13	86.7%	1	100.0%	5	100.0%
	Total	15		1		5	
Hambleton & Richmondshire SNC	Female	1	7.7%	1	20.0%	0	0.0%
	Male	11	84.6%	4	80.0%	6	100.0%
	Unknown	1	7.7%	0	0.0%	0	0.0%
	Total	13		5		6	
Harrogate SNC	Female	14	12.7%	0	0.0%	2	6.1%
	Male	96	87.3%	7	100.0%	31	93.9%
	Total	110		7		33	
Scarborough & Ryedale SNC	Female	8	12.9%	0	0.0%	0	0.0%
	Male	53	85.5%	2	100.0%	10	100.0%
	Unknown	1	1.6%	0	0.0%	0	0.0%
	Total	62		2		10	
Selby SNC	Female	3	10.0%	0	0.0%	0	0.0%
	Male	27	90.0%	1	100.0%	3	100.0%
	Total	30		1		3	
York SNC	Female	15	23.8%	0	0.0%	4	44.4%
	Male	48	76.2%	2	100.0%	5	55.6%
	Total	63		2		9	
zUnallocated	Female	3	37.5%	0	0.0%	0	0.0%
	Male	5	62.5%	2	100.0%	2	100.0%
	Total	8		2		2	

Searches by Age Group

SNC	Age Group	1. White		2. Other Ethnicities		3. Not Stated	
Craven SNC	1-15 Yrs	4	26.7%	0	0.0%	2	40.0%
	16-18 Yrs	3	20.0%	0	0.0%	1	20.0%
	19 plus	8	53.3%	1	100.0%	2	40.0%
	Total	15		1		5	
Hambleton & Richmondshire SNC	1-15 Yrs	1	7.7%	0	0.0%	0	0.0%
	16-18 Yrs	1	7.7%	0	0.0%	1	16.7%
	19 plus	11	84.6%	5	100.0%	5	83.3%
	Total	13		5		6	
Harrogate SNC	1-15 Yrs	13	11.8%	0	0.0%	1	3.0%
	16-18 Yrs	21	19.1%	1	14.3%	11	33.3%
	19 plus	76	69.1%	6	85.7%	21	63.6%
	Total	110		7		33	
Scarborough & Ryedale SNC	1-15 Yrs	6	9.7%	0	0.0%	0	0.0%
	16-18 Yrs	9	14.5%	0	0.0%	0	0.0%
	19 plus	47	75.8%	2	100.0%	10	100.0%
	Total	62		2		10	
Selby SNC	16-18 Yrs	5	16.7%	0	0.0%	0	0.0%
	19 plus	25	83.3%	1	100.0%	3	100.0%
	Total	30		1		3	
York SNC	1-15 Yrs	8	12.7%	0	0.0%	1	11.1%
	16-18 Yrs	13	20.6%	0	0.0%	2	22.2%
	19 plus	42	66.7%	2	100.0%	6	66.7%
	Total	63		2		9	
zUnallocated	19 plus	8	100.0%	2	100.0%	2	100.0%
	Total	8		2		2	

The Outcome of the Search can be Nothing found and so No further action has been taken
An Arrest can be made, or a Positive disposal given such as a Cannabis Warning, Community resolution etc.

Positive / Negative Outcome	1. White	2. Other Ethnicities	3. Not Stated	Total	% of outcome type by total number
Arrest	30	4	3	37	9.5%
Postive Outcome	22	3	8	33	8.5%
z.NFA	249	13	57	319	82.0%
Total	301	20	68	389	

Percentage of Searches by Ethnic group for each reason for Search

REASON for Search	Outcome Type	1. White		2. Other Ethnicities		3. Not Stated		Total
Article - theft	Arrest	2	100.0%	0	0.0%	0	0.0%	2
	Postive Outcome	1	33.3%	0	0.0%	2	66.7%	3
	z.NFA	5	100.0%	0	0.0%	0	0.0%	5
	Total	8	80.0%	0	0.0%	2	20.0%	10
Bladed article	Arrest	1	100.0%	0	0.0%	0	0.0%	1
	z.NFA	10	76.9%	0	0.0%	3	23.1%	13
	Total	11	78.6%	0	0.0%	3	21.4%	14
Drugs - Cannabis	Arrest	6	85.7%	1	14.3%	0	0.0%	7
	Postive Outcome	12	80.0%	0	0.0%	3	20.0%	15
	z.NFA	49	68.1%	7	9.7%	16	22.2%	72
	Total	67	71.3%	8	8.5%	19	20.2%	94
Drugs - other	Arrest	11	73.3%	1	6.7%	3	20.0%	15
	Postive Outcome	5	45.5%	3	27.3%	3	27.3%	11
	z.NFA	113	80.7%	4	2.9%	23	16.4%	140
	Total	129	77.7%	8	4.8%	29	17.5%	166
Firearms	Arrest	0	0.0%	1	100.0%	0	0.0%	1
	z.NFA	3	100.0%	0	0.0%	0	0.0%	3
	Total	3	75.0%	1	25.0%	0	0.0%	4
Game/poaching	z.NFA	2	40.0%	0	0.0%	3	60.0%	5
	Total	2	40.0%	0	0.0%	3	60.0%	5
Going equipped	Arrest	2	100.0%	0	0.0%	0	0.0%	2
	z.NFA	8	61.5%	1	7.7%	4	30.8%	13
	Total	10	66.7%	1	6.7%	4	26.7%	15
Offensive weapon	Arrest	1	100.0%	0	0.0%	0	0.0%	1
	Postive Outcome	1	100.0%	0	0.0%	0	0.0%	1
	z.NFA	12	85.7%	0	0.0%	2	14.3%	14
	Total	14	87.5%	0	0.0%	2	12.5%	16
Stolen goods	Arrest	7	87.5%	1	12.5%	0	0.0%	8
	Postive Outcome	3	100.0%	0	0.0%	0	0.0%	3
	z.NFA	46	86.8%	1	1.9%	6	11.3%	53
	Total	56	87.5%	2	3.1%	6	9.4%	64
z.other	z.NFA	1	100.0%	0	0.0%	0	0.0%	1
	Total	1	100.0%	0	0.0%	0	0.0%	1

Number of vehicles stop searched. When a vehicle is stopped, the person or people in the vehicle may not be searched.
A vehicle could have more than one occupant and one or more could be searched. This is counting a vehicle once per stop.
People are counted in the tables above

Ethnic group	Reason for search	Result	Veh only searched	Vehicle and Person	Total
Craven SNC	Drugs - Cannabis	Nothing_Found	0	1	1
		Total	0	1	1
	Drugs - other		0	1	1
		Nothing_Found	0	1	1
		Total	0	2	2
	Going equipped	Going equipped	0	1	1
		Total	0	1	1
	Stolen goods	Nothing_Found	0	1	1
		Total	0	1	1
Harrogate SNC	Drugs - Cannabis	Drugs - Cannabis	0	3	3
		Nothing_Found	0	3	3
		Total	0	6	6
	Drugs - other	Drugs - other	0	2	2
		Nothing_Found	0	12	12
		Total	0	14	14
	Offensive weapon	Nothing_Found	0	1	1
		Total	0	1	1
	Stolen goods	Nothing_Found	0	2	2
		Total	0	2	2
Selby SNC	Drugs - Cannabis		0	1	1
		Nothing_Found	0	1	1
		Total	0	2	2
	Drugs - other		0	1	1
		Drugs - other	0	1	1
		Nothing_Found	0	4	4
		Total	0	6	6
	Game/poaching	Nothing_Found	1	0	1
		Total	1	0	1
	Going equipped	Going equipped	0	1	1
		Nothing_Found	0	1	1
		Total	0	2	2
York SNC	Drugs - Cannabis	Drugs - Cannabis	0	1	1
		Nothing_Found	0	2	2
		Total	0	3	3
	Drugs - other	Nothing_Found	0	1	1
		Total	0	1	1
	Firearms	Nothing_Found	0	1	1
		Total	0	1	1
	Offensive weapon	Nothing_Found	0	1	1
		Total	0	1	1
	Stolen goods		0	1	1
		Nothing_Found	1	3	4
		Total	1	4	5
zUnallocated	Bladed article	Bladed article	0	1	1
		Total	0	1	1
	Drugs - Cannabis		0	1	1
		Nothing_Found	0	1	1
		Total	0	2	2
	Drugs - other	Nothing_Found	0	1	1
		Total	0	1	1

	Going equipped	Going equipped	1	0	1
		Total	1	0	1
	Not recorded		0	1	1
		Total	0	1	1

Recorded Crime Statistics.

Breakdown based on 01/08/2018 – 01/11/2018

Crime	2018-08	2018-09	2018-10	Total
Arson & Criminal Damage	25	29	15	69
Burglary	33	21	30	84
Drug Offences	6	5	5	16
Fraud	2	1		3
Misc Crimes Against Society	1	5	6	12
Possession Of Weapons	2			2
Public Order Offences	6	4	5	15
Robbery	1			1
Sexual Offences	2	13	3	18
Theft	43	53	31	127
Vehicle Offences	23	15	11	49
Violence Against The Person	43	42	37	122
Total	187	188	143	518

Breakdown of : Drug offences/ Sexual offences/ theft and Violence against the person offences.

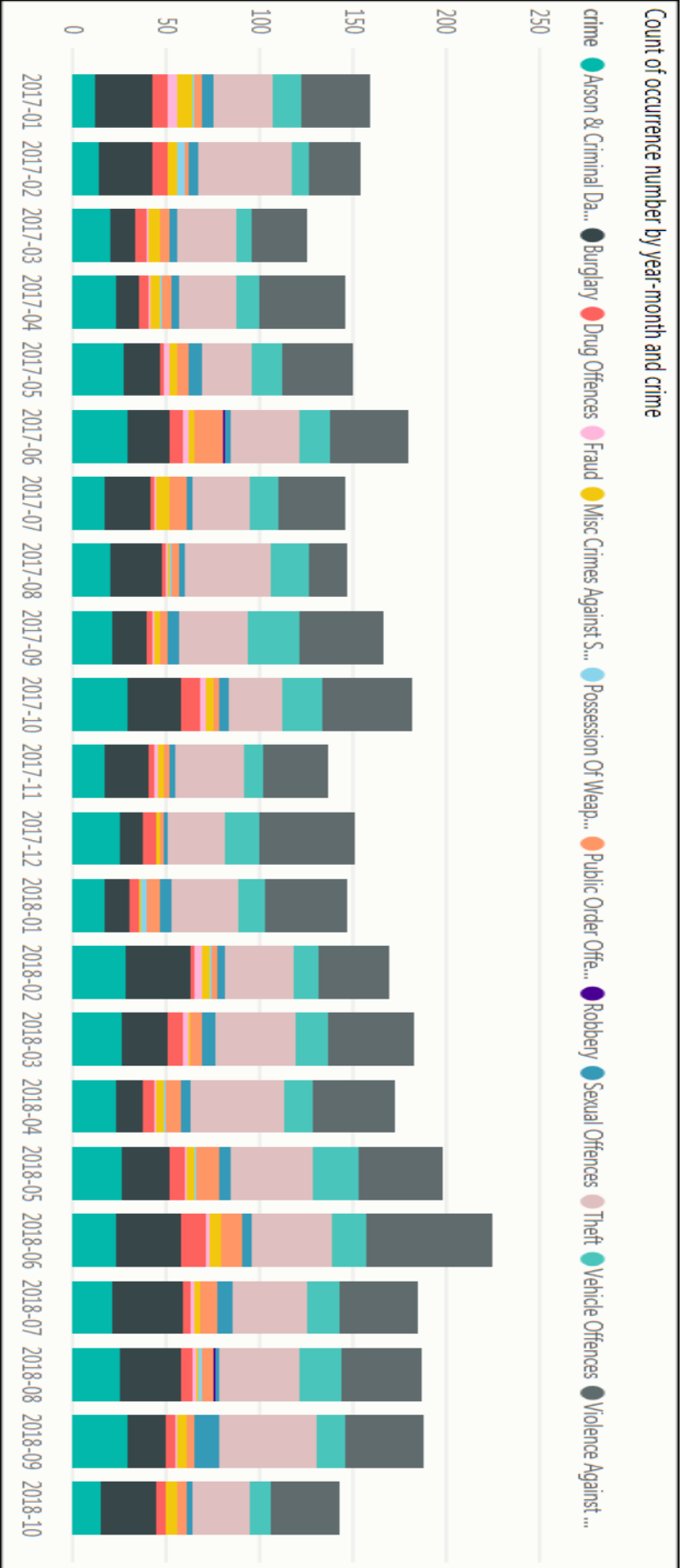
Drug Offences	6	5	5	16
Drug Offences	6	5	5	16
Possession Of Controlled Drugs (cannabis)	4	5	4	13
Possession Of Controlled Drugs (excluding Cannabis)	1			1
Trafficking In Controlled Drugs	1		1	2

Sexual Offences	2	13	3	18
Sexual Offences	2	13	3	18
Causing Sexual Activity Without Consent		1		1
Exposure And Voyeurism		2	1	3
Rape Of A Female Aged 16 And Over	1	2		3
Rape Of A Female Child Under 16		1		1
Rape Of A Male Child Under 13		1	1	2
Sexual Activity Involving Child Under 16	1	2		3
Sexual Assault On A Female Aged 13 And Over		4	1	5

Theft	43	53	31	127
Theft: All Other Theft	22	28	17	67
Blackmail		1		1
Other Theft	17	18	14	49
Theft – Making Off Without Payment	2	6	1	9
Theft By An Employee		1		1
Theft From An Automatic Machine Or Meter	1			1
Theft In A Dwelling Other Than From An Automatic Machine Or Meter	2	2	2	6
Theft: Bicycle Theft	2	1	4	7
Theft Or Unauthorised Taking Of A Pedal Cycle	2	1	4	7
Theft: Shoplifting	15	23	10	48
Shoplifting	15	23	10	48
Theft: Theft From Person	4	1		5
Theft From The Person	4	1		5

Violence Against The Person	43	42	37	122
Violence Against The Person	43	42	37	122
Assault With Injury	12	17	18	47
Assault With Injury On A Constable	1			1
Assault With Intent To Cause Serious Harm	2			2
Assault Without Injury	18	13	16	47
Cruelty To Children/ Young Persons		1		1
Harassment	3	8	1	12
Malicious Communications	4	1	1	6
Modern Slavery	1			1
Racially Or Religiously Aggravated Assault Without Injury	1			1
Stalking	1	2		3
Threats To Kill			1	1
Total	187	188	143	518

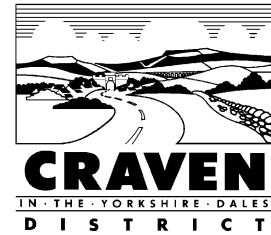
Count of Occurrence number by year-month and Crime



Select Crime and Disorder Committee

12th December 2018

Community Safety Hub



Report of the Chief Executive

Ward(s) affected: All

1. **Purpose of Report** – To provide an update about the work of the Community Safety Partnership Hub within Craven District and North Yorkshire.
2. **Recommendations** – Members are invited to note:
 - the work of the North Yorkshire Community Safety Partnership;
 - the work of Craven's Community Safety Hub;
 - The analysis of recent crime statistics for the District **provided separately by North Yorkshire Police**;
 - Other related information.
3. **North Yorkshire Community Safety Partnership (NYCSP)**

The draft NY CSP strategy and delivery plan 2018-2021 will deliver the main priority areas identified as: Community Safety Hubs, Domestic Abuse and Anti-Social Behaviour. Consideration is to be given to adopting Sexual Violence and Trauma, Hate Crime and Community Cohesion as priority areas for delivery.

There was agreement that local groups should be re-aligned covering safeguarding and community safety, rather than separate local groups for the strategic meetings (LSCB, SAB and CSP). It was recognised that there are a number of cross-cutting themes and the same people attending the same meetings.

The proposal was supported by members for Local Delivery Teams (LDTs) to no longer function. This was due to the function of the local Community Safety Hubs replaces this area of work. It was however recognised that was a decision for the local areas to determine if local groups wish to still meet under the LDT format or this would exist through the work of the HUB. In Craven the Hub will replace the LDT.

4. **Craven's Local Delivery**

The Craven District Community Safety Hub updates on local activities are included in Appendix A. The Hub supports the NYCSP, and is there to co-ordinate and ensures the delivery of the North Yorkshire Community Safety Plan in the District.

5. **Crime Statistics in the Craven District**

NYP provides an overview of crime statistics in the District.

6. **Financial and Value for Money (VFM) implications** – All activities are contained within allocated budgets.

7. **Legal Implications** – None.

8. **Contribution to Council Priorities** – Promoting Community Safety in the District, by contributing directly to Craven District Council's priority of Resilient Communities, by making Craven's public spaces cleaner, safer and greener. This work also supports North Yorkshire County Council's and the PCC's wider crime reduction initiatives.

9. **Risk Management** – N/A

10. **Equality Analysis** – N/A.

11. **Consultations with Others** – North Yorkshire Police, and the Community Safety Hub.

12. **Access to Information : Background Documents** – None

13. **Author of the Report** – Stacey Reffin, Community Safety Co-ordinator, Craven District Council. 01756 706291. sreffin@cravendc.gov.uk

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

Appendices –

Appendix A – Briefing Paper – Craven's Local Community Safety Hub Update.

APPENDIX A

BRIEFING PAPER – CRAVEN COMMUNITY SAFETY HUB UPDATE**Multi-Agency Problem Solving Group meetings (MAPS)**

The monthly meetings continue to take place and include the local police Inspector (who chairs the meetings), various housing associations, social and mental health services, Fire Service, and District and County Council officers.

Much of the focus of these meetings are the various forms of anti-social behaviour causing a nuisance to residents, neighbours although issues arising from the implementation of the PREVENT strategy and Hate Crime are also discussed as part of standing agenda items.

Current Community Safety Hub data:

10 live cases (6 at MAPS, 4 Tasking)

3 closed cases

2 high VRA's

4 Medium VRA's

1 pending CBO amendments

2 PSPO's (public spaces protection order's)

1 ABC interview

2 Anger management referrals

3 Mediation referrals

3 Scam Awareness sessions held

The Hub now has one other dedicated Police Officer dealing primarily with mental health cases, substance misuse and domestic abuse.

The seasonal drink/drug drive campaign has started with a launch event held by NYFRS on 30th Nov.

Concerns over speeding in Bentham have come to the hub and discussed at the road safety meeting – the concerns have been signposted to the Traffic Bureau as per the procedure for all districts throughout North Yorkshire.

Public Space Protection Order (PSPO)

Annual reviews have been done for the orders in place for Coach Street (Oct) and High Street (Nov) car parks. The orders are simply doing what they are designed to do with no breaches reported over the past 12 months. We continue to liaise with local residents who are keen to discuss the on-going relief that the orders now offer as well as monitoring the locations for incidents.

PREVENT Agenda

Most of our waste operatives have now attended Prevent training detailed as the notice, check, share campaign, with some awareness in identifying some extreme right wing signs and symbols. All front line roles will continue to receive this training.

Terms of reference were agreed and updated in October for the local Prevent group to mirror those for other districts throughout North Yorkshire.

Work on collating information for the Counter Terrorism Local Plan will start in January which in turn will create the plan for the next 12 months.

Local authority officers continue to visit the Mosque as part of continued networking and confidence building.

Funding

The target hardening funding provided by the PCC has again focused on a scheme that offers crime prevention advice and supports victims of burglary by helping fund the installation of door/window locks.

A day of action took place for villages within the South Craven area, where there has been a number of residential premises targeted for 2 in 1 burglaries. Door to door awareness rising was carried out and security advice given to residents. Where properties were deemed as having less than adequate security, timers, locks, dummy cameras were given out. A surgery was also held for local residents to attend for security advice and reassurance. Here some free home security items were given out. Attended by 30+ residents.

Future planned work:

Scam awareness sessions have taken place throughout the district in conjunction with Nat West bank. We are planning future dates for 2019 as an on-going focus as we try and identify the most vulnerable groups to present too. Various types of 'Scams' continue to target vulnerable (usually older residents). We have contacted a number of lunch clubs, community groups, other clubs etc. to raise awareness and tips on how to avoid being scammed. This area of work is a key function for the Hub as an identified issue affecting our communities. There are 2 main areas covered by the sessions:

- Friends Against Scams: A look at a wide range of different scams including how to spot and avoid them.
- Digital Safety: An awareness session on how to stay safe and secure when doing shopping and banking online.

SELECT COMMITTEE

21st November 2018

Present –The Chairman (Councillor Staveley) and Councillors Mason, Mercer, Moorby, Pighills, Shuttleworth, Solloway and Whitaker.

Officer – Committee Officer.

Also present the Chief Executive and Human Resources Manager (Absence Management), Lead Member for Enterprising Craven, Strategic Manager for Planning and Regeneration and the Programming and Venue Development Manager, Museums and Arts (Skipton Town Hall Project).

Apologies for absence were received from Councillors Brown, Graham, Sutcliffe and Thompson.

Start: 6.30pm

Finish: 8.30pm

The minutes of the Committee's meeting held on 6th November 2018 were confirmed and signed by the Chairman.

Minutes for Report

OS.413

ABSENCE MANAGEMENT 2018-19

Further to Minute OS.409/18-19, the Human Resources Manager submitted a report presenting the Council's sickness absence data for the period 1st April 2018 to 30th September 2018, together with comparative data in respect of days lost and long / short term absence in the same period in 2016-17 and 2017-18. The data provided included details of

- Reasons for long term absence.
- Reasons for short term absence.
- Absence by service area.
- Reasons for absence in waste management.

For 2018/19 the annual target for sickness absence had been set at 8.5 days absence per fulltime employee (FTE), compared to 8 days in 2017-18. The actual average number of days lost per FTE in the first six months of the year had been 4.68 days; with the total number of days lost amounting to 950.10 compared to 790.10 in 2017-18. Long term absence had increased by 42% (678.6 days in total, compared to 453.80 days in the corresponding period in 2017-18), but short term had fallen by 23% (271.50 days in total compared to 336.3 days in the same period in 2017-18). As first requested at Minute OS.401/17-18, the Human Resources Manager provided an analysis of the absence figures for the waste management service, if excluding those figures the total number of days lost in the period would have been 471.10.

The largest single cause of short and long term absences was stress, depression and anxiety, however the vast majority of such absences were non-work related and ranged from depression, financial and relationships, often linked to the home environment. In responding to Members' comments and questions, the Human Resources Manager highlighted the availability of the Oasis Counselling Service which employees were encouraged to contact if experiencing difficulties, also seminars on stress had been provided to help employees and managers. Positive feedback had been provided by employees accessing the Counselling Service.

The Human Resources Manager reminded Members that at Minute OS.409/18-19 she had undertaken to examine possible more inclusive approaches to recognising employees with a zero absence rate, consultation with employees had generated just three replies, one suggesting an extra day off for those with a zero absence, another expressing the view that use of a draw was

unfair and the third suggesting all those with nil absence should receive the same amount of money. The Chairman expressed the view that given the size of the establishment and the number with zero absence, granting an extra day could raise questions of affordability.

In closing the discussion the Chairman thanked the Senior Human Resources Officer for her attendance and indicated that the Committee looked forward to receipt of the full-year position in due course.

Resolved – That the half year sickness absence data for 2018-19 is noted.

OS.414

SKIPTON TOWN HALL PROJECT

Further to Minute OS.411/18-19, the Chairman welcomed Councillor Myers, Lead Member for Enterprising Craven, the Strategic Manager for Planning and Regeneration and the Programming and Venue Development Manager for Museums and Arts, who had been invited to the meeting to discuss delivery of the Skipton Town Hall Project. In requesting the discussion the Committee had expressed a desire to better understand the financing and delivery of the project, and the organisation and management of the Town Hall, particularly its aim of becoming a cultural hub.

The Lead Member expressed his appreciation to the Committee for taking the time to discuss the project. He highlighted the Council's bravery in 2013 in agreeing to retain and improve the Town Hall at a time when many authorities faced with austerity had taken decisions to reduce expenditure on their assets and withdraw services. It was anticipated that on project completion the Town Hall would no longer be a drain on the Council's finances. Officers were to be commended, both in demonstrating commitment to the project beyond what could ordinarily be expected, and in securing funding from such bodies as the Heritage Lottery Fund and the Arts Council.

On conclusion of the Lead Member's introduction the Strategic Manager for Planning and Regeneration and the Programming and Venue Development Manager delivered a comprehensive presentation which covered

- work carried out in identifying and addressing weaknesses, and implementation of changes to address those weaknesses with a view to providing a high quality venue.
- identification of the future overarching message, themes and direction for the new museum.
- explained the overall vision for the Town Hall as a cultural hub, and the principles underpinning that vision which were designed to lead towards the Hall becoming a financially sustainable building.
- work carried out in delivery and completion of Phase One of the project ie the building's repair, accessibility and functionality.
- progress in seeking to deliver Phase Two which on completion would produce a refurbished and modernised museum and tourist information centre which functioned as a hub linked to the entire cultural service operating from the Hall, and a refurbished / improved main hall with multi-functional changing facilities.
- service development and staff restructuring.
- retention of the main hall as a community events space and commercial opportunities.

In responding to questions regarding the timing of the closure of the building ahead of Phase Two construction works, and other concerns, the Strategic Manager explained the risks associated with not meeting the Heritage Lottery Fund's timescales for contractor procurement, commencement and completion, primarily the potential for funding to be withdrawn if the Council failed to meet the

Fund's timescales and requirements for completion; closing as planned along with other mitigation measures would help to minimise that risk. Meetings had been held with potential contractors and sub-contractors regarding the timescales which included construction works commencing on 4th February 2019 and the building re-opening and fitted out at the end of May 2020. Looking beyond May 2020, conversations were taking place with the Arts Council regarding the scope of securing longer term funding. Consideration was being given as to how productions and the cultural offer could be taken out to villages and communities across the District. Bearing in mind the negative impact poorly organised private events could have on the Hall's reputation, guidelines would be produced for private hirers.

In drawing the discussion to a close Members thanked Officer's for their informative presentation, and

- a. highlighted the need to manage the risks to the successful conclusion of the project and the venue's future success, including the potential loss of key personnel.
- b. expressed a wish that at some future point consideration be given to providing transport to bring people in / encourage and enable residents from around the District to see productions and performances etc at the Town Hall.
- c. expressed an opinion that looking beyond a 30 mile radius in seeking to attract people to performances at the Hall merited consideration.

Copies of the Officers' presentation / progress report would be circulated to all Members for information.

Resolved – (1) That progress made on the Town Hall project is welcomed, but the Audit and Governance Committee needs to keep the financial, reputational and other risks associated with its successful completion under review and monitored through the risk register.

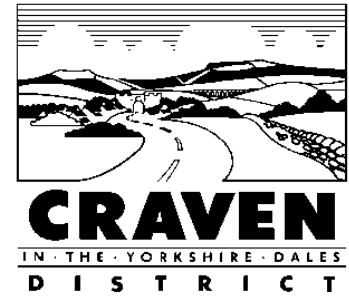
(2) That the Strategic Manager for Planning and Regeneration, the Programming and Venue Development Manager, Lead Member for Enterprising Craven and all other staff involved are thanked for their efforts and commitment to successful delivery of the project.

Note : Background Information : A copy of the Director of Services' report presenting the proposed business plan and future governance arrangements for Skipton Town Hall to Policy Committee on 19th November 2013 had been circulated for Members' information.

Chairman.

Select Committee – 12 December 2018**Recommendation Tracking****Report of the Democratic Services Manager**

Ward(s) affected: All

**1. Purpose of Report**

To introduce a recommendation tracking system which allows the Select Committee to consider the status of its recommendations in terms of their ongoing relevance and the progress made in implementing the recommendations.

2. Recommendations

- 2.1 That the Select Committee introduces a recommendation tracking system to consider the status of its recommendations submitted to Policy Committee.
- 2.2 That the Select Committee is asked to consider tracking recommendations submitted to Policy Committee from the 2018/19 municipal year.
- 2.3 That the Select Committee is asked to consider the status of its recommendations every six months.

3. Background

- 3.1 A key role for the Select Committee is to review policies and performance in delivering services. The Committee may consider reviewing particular areas and invite representatives who are responsible for delivering those services to attend its meetings. Recommendations are made at Committee meetings, often following in-depth reviews. These recommendations are considered at the Council's Policy Committee.
- 3.2 The recommendations may be accepted by Policy Committee or refused with reasons.
- 3.3 It is important for recommendations that have been approved by Policy Committee to be tracked so that the outcomes can be monitored. This ensures good governance and enables Select Committee to establish whether effective recommendations are being made.
- 3.4 It may be that the Select Committee considers that implementation of the recommendations has been unsatisfactory or there have been unintended consequences. In these cases, further action may need to be proposed and/or relevant representatives may be required to attend Select Committee to provide a response.

4. Legal Implications

There are no legal implications arising from this report.

5. Contribution to Council Priorities

The work of Select Committee contributes to Council priorities by aiming to improve services and add value.

6. Risk Management

There are no risk management issues associated with this report.

7. Equality Analysis

There are no direct implications arising from this report.

8. Consultations with Others

Solicitor to the Council and Monitoring Officer

9. Access to Information: Background Documents

There are no background documents.

10. Appendices

- Recommendation tracking template

11. Author of the Report

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Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

SELECT COMMITTEE – RECOMMENDATION TRACKING

- 1 – Achieved
- 2 – Progress acceptable, continue monitoring
- 3 – Progress not acceptable, request update
- 4 – No progress – request update.

DATE OF SELECT COMMITTEE	RECOMMENDATION	DATE APPROVED BY POLICY COMMITTEE	LEAD OFFICER	STATUS OF RECOMMENDATION
12 September 2018	Bereavement Services a. Particular emphasis should be placed on the need for a clear business strategy with a costed and funded improvement and investment plan for the service; consideration should be given as to whether a reserve should be established and whether investment in the facility should receive priority before	23 October 2018	Business Services Manager	

	<p>surpluses are drawn off in support of other services, it is acknowledged that this approach could present challenges for other service areas.</p> <p>b. The service needs to be innovative and to be encouraged to be innovative but in so doing needs to be mindful of the need to maintain a quality core service which meets the needs and aspirations of its customers, and retains the support of funeral directors.</p> <p>c. Memorial trees and woodland burial is seen as a key development area for the Service, if no suitable land is available within its portfolio the Council should endeavour to acquire land in a suitable location to enable diversification</p>			
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	<p>into woodland burial and memorial trees. Care will be needed in the choice of location which in this Group's opinion should be within a rural, as opposed to urban, environment.</p> <p>d. A significant longer term issue to be addressed by the Service is future burial space. A long term strategic plan is therefore needed as indicated in the business development plan; in preparing that strategic plan the Service will need to engage with the Planning Department / Planning Policy Team to enable it to understand what, if anything, would be required to facilitate support for that provision through the planning / planning policy process.</p>			
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	<p>e. The crematorium should be operated in the most efficient and environmentally responsible way. Holding over enables such an approach and therefore it is suggested that consideration be given to establish a position whereby holding over becomes the default position, with the pricing structure revised, if necessary, in such a way as to encourage this approach.</p> <p>f. Steps should be taken to ensure an uninterrupted power supply to the chapel to ensure services at Waltonwrays can continue in the event of a mains power failure.</p> <p>g. There is a need to understand why the Muslim burial area</p>			
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	<p>isn't being used to the extent originally envisaged, the Leader should seek a meeting with the local Imam to explore with him the use of Waltonwrays Cemetery by the local Muslim community.</p>			
<p>6 November 2018</p> <p>(Draft Recommendations)</p>	<p>Disabled Facilities Grants</p> <p>a. If the Service is to be re-structured an in-house service should be retained with a technical services partnership (referred to as Option 1 on page 7 of this report); the service level agreement with the technical services partner to include targets for service improvement which should be monitored. As contractual</p>	<p>4 December 2018</p>	<p>Housing Adaptations Manager</p>	

	<p>arrangements for provision of the technical service approach renewal the Service should reassess the fee arrangement in place and consider possible alternatives to that arrangement.</p> <p>b. An annual performance review should be carried out and the findings reported to the Select Committee; in presenting the findings in 2019/20 the Housing Adaptations Manager to be asked to provide a step by step list or guide to the process gone through from point of first contact to completion of works.</p> <p>c. Existing and proposed performance targets</p>			
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	<p>within the disabled facilities grants memorandum of understanding between the County Council and Districts are relatively unambitious and should be subject to regular monitoring and review.</p> <p>d. There are perceived weaknesses in the consistency of delivery of the Occupational Therapy Service which impacts on grant delivery and associated timescales, with this in mind the Director of Services should contact the County Council's Director for Health and Adult Services to establish how the Occupational Therapy Service's performance is to be monitored; the</p>			
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	<p>suggestion to be made that it may be an appropriate subject for consideration by the North Yorkshire Scrutiny of Health Committee.</p> <p>e. Some form of appropriate customer satisfaction survey or feedback arrangement should be implemented, and may help to inform service and performance improvements.</p> <p>f. The Service should continue to explore opportunities to recycle equipment.</p> <p>g. That the Leader of the Council writes to the Ministry of Housing, Communities and Local Government seeking clarification of the funding</p>			
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	<p>formula for Disabled Facilities Grants, suggesting that future funding should reflect demographic projections and highlighting the implications if the allocated budget was insufficient to meet increased demand.</p>			
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