



Improvement and Review Commission

Date: 14 September 2016
Time: 7.00 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

Membership

Chairman: Councillor R Gaffney
Vice Chairman: Councillor A D Collingwood

Councillors: Mrs S Adoh, K Ahmed, Miss S Brown, H Bull, Mrs L M Clarke OBE, M P Davy, C Etholen, G C Hall, M Harris, A E Hill, M E Knight, D Knights, A Lee, Ms C J Oliver, R Raja and J A Savage

Standing Deputies

Councillors M C Appleyard, Ms A Baughan, M Hanif, M A Hashmi, M Hussain, M Hussain JP, N B Marshall, H L McCarthy and L Wood

Fire Alarm - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

Agenda

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7. **COUNCILLOR CALL FOR ACTION**
8. **SUPPLEMENTARY ITEMS**
9. **URGENT ITEMS**

For further information, please contact Peter Druce (Democratic Services) 01494 421210 (ext:3210) or email:peter.druce@wycombe.gov.uk

Agenda Item 1

APOLOGIES FOR ABSENCE

To receive apologies for absence.

Agenda Item 2

DECLARATIONS OF INTEREST

To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.

Members are reminded that if they are declaring an interest, they should state the nature of that interest whether or not they are required to withdraw from the meeting..

Agenda Item 3

MINUTES OF PREVIOUS MEETING MONDAY 13 JUNE 2016.

To confirm the Minutes of the meeting held on Monday 13 June 2016.

Agenda Item 4.

Wycombe Community Safety Partnership Plan – Update on 2015/16 achievements and priorities for 2016/17

Officer contact: Daniel Sullivan

Tel: 01494 421371 daniel.sullivan@wycombe.gov.uk

What is the Commission being asked to do?

The Commission is asked to note the successful work of the Wycombe Community Safety Partnership in 2015/16.

The Commission is requested to note and support the Priorities for 2016-17 for the Wycombe Community Safety Partnership.

Executive Summary

The Wycombe Community Safety Partnership Plan (**Appendix A**) sets out the aims and objectives for the Partnership for the period from April 2016 to March 2017. The Plan explains the structure and system for conducting business and the contribution and commitment of partners. The plan is forward looking with a focus on community and tackling the issues that matter most to residents, businesses and visitors.

The Wycombe Community Safety Partnership (WCSP) regards the Plan as a living document that will build upon successes and identify areas where there is a need to focus resources and expertise.

Background and Issues

The Crime and Disorder (Overview and Scrutiny) Regulations 2009, in conjunction with Section 19 of the Police and Justice Act 2006, sets out the requirements for discharging crime and disorder overview and scrutiny arrangements. Every local authority is required to have a designated crime and disorder Overview and Scrutiny Committee with power to make recommendations regarding the functioning of their local Crime and Disorder Reduction Partnership (locally the Community Safety Partnership). Wycombe District Council uses the Improvement and Review Commission for this purpose.

The regulations leave the frequency of meetings to local discretion, subject to the minimum requirement of once a year.

Progress during 2015-16

The table below shows the number of key offences which occurred during 2013/14 and 2014/15, along with the percentage difference.

Offence Type	Number of Offences During 2013/14	Number of Offences During 2014/15	% Change
All Crime	7,879	7,795	-1.1%
Violence Against the Person	1,251	1,370	9.5%
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Shoplifting	755	789	4.5%
Arson	65	54	-16.9%
Criminal Damage	1,254	1,287	2.6%
Drug Offences	301	324	7.6%
Public Order Offences	252	197	-21.8%

In total Wycombe District has seen a reduction of just over 1%, which equates to 84 fewer victims. Over the past 5 years we have seen significant reductions in many of our most serious crime types, and as a partnership we're heavily invested in problem solving, catching and convicting. It was anticipated that these levels of reductions could not remain so high, and the figures above reflect that expectation

The increases seen in Wycombe are consistent across the whole Thames Valley, and feedback from the police indicates that they believe some of the increases are due to changes in recording processes. In particular, when Officers attend a domestic incident they now ask questions concerning any historic violence – if a victim discloses any incidents they are recorded, which impacts on current crime levels (even if the incident is historic). Similar questions are asked when Officers are dealing with Sexual Offences, however there has also been an increase in confidence to come forward to report historic offences due to the high profile national incidents.

Wycombe Community Safety Plan 2016-17

Wycombe Community Safety Partnership priorities are identified using two analysis documents: The Thames Valley Police Force Strategic Assessment and the Buckinghamshire Community Safety Partnership Strategic Assessment.

Both documents are produced annually and are complemented by regular monitoring of partnership activity, detailed analyses that explore the key and emerging problems, and consultation with community groups. This process helps the Partnership to direct its resources so they remain focused on the main priorities,

adapt to new issues, and are delivered in a manner that gets to the root causes of crime and anti-social behaviour.

Following this research the following have been identified as priorities for the Wycombe Community Safety Partnership this year:

- Crime and anti-social behaviour
- Domestic Abuse
- Exploitation of the vulnerable
- Continue the work of the Nightsafe Partnership
- Cybercrime

Although they have not been included as individual priorities, the Community Safety Partnership is aware that drugs and alcohol fuel a large proportion of crime and anti-social behaviour and as such will feature in the work we undertake to tackle our priorities.

New and key areas of work

Prevent

Wycombe continues to be identified as a Priority Area for Prevent, which is part of the Government's Contest Counter Terrorism Strategy.

Prevent aims to reduce the risk of people becoming radicalised and then becoming terrorists or supporting terrorism. It does this operating in three main areas;

- Ideology
- Individuals
- Institutions

The Coordinator works with institutions such as schools and Mosques, providing training to help identify those who may be vulnerable to radicalisation and nearly a thousand individuals have received this training. The local authority also funds others who provide support to young people through various training programmes. These are intended to enable young people to challenge those that may attempt to adversely influence them, and to be more aware of the dangers on the Internet.

There is also a County-wide safeguarding panel, known as Channel which directly supports those who have been identified as being most at risk of radicalisation. It is an entirely voluntary programme and it has successfully supported a number of individuals.

Forced Marriage, Honour Based Violence and Female Genital Mutilation (FGM)

A forced marriage is where one or both people do not (or in cases of people with learning disabilities, cannot) consent to the marriage and pressure or abuse is used. It is an appalling and indefensible practice and is recognised in the UK as a form of violence against women and men, domestic/child abuse and a serious abuse of human rights.

Honour based violence is a collection of practices, which are used to control behaviour within families and/or communities to protect perceived cultural and religious beliefs and/or honour. It is often linked to family members who think

someone has brought shame to their family or community by doing something that is not in keeping with the traditional beliefs of their culture.

It is essential that information on the support agencies that are available to help victims of these types of crime is made available, and this is something the members of the Wycombe Community Safety Partnership will be doing this year.

In October 2015 a new duty was introduced that requires health and social care professionals and teachers to report 'known' cases of FGM in girls aged under 18 to the police. FGM is a serious crime and the police will need to investigate each reported case appropriately. The police will work with social care professionals to make sure that the girl is safe and her needs are put first. The purpose of the new duty is to help make sure that professionals have the confidence to confront FGM and to help increase the number of referrals to the police so that cases can be investigated appropriately.

Again, awareness needs to be raised about this type of crime and the support that is available to the victims, and potential victims.

Modern Slavery

Modern slavery encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. In 2013 the National Referral Mechanism, the UK's victim identification and support process, received 1,746 referrals of potential victims of trafficking – almost a 50% increase on 2012 figures. But these are just the victims that we know about. Modern slavery is a largely covert crime: victims tend to be controlled and hidden away.

The Modern Slavery Act 2015 received Royal Assent in March 2015. The Act will give law enforcement the tools to fight modern slavery, ensure perpetrators can receive suitably severe punishments for these appalling crimes and enhance support and protection for victims.

The Wycombe Community Safety Partnership are working with colleagues across the county to raise awareness of these crimes, train frontline practitioners and try to identify victims and perpetrators. This work will also reflect the WDC Modern Slavery statement that is currently being produced by HR and legal Services.

Cybercrime

Cybercrime is one of the fastest growing criminal activities in the world. It covers a huge range of illegal activity including financial scams, computer/smartphone hacking, downloading pornographic images from the internet, virus attacks, online bullying and a person or criminal group pretending to be someone they are not whilst online dating or talking to people online.

Research has been commissioned by Buckinghamshire County Council to understand how cybercrime is reported, and what the extent of the problem is. Following the results of the research we will work with partners to develop a strategy to improve our understanding and tackle the key issues locally.

Conclusions/ Recommendations

The remit of the Community Safety Partnership is broadening to new and challenging areas, such as modern slavery and cyber-crime. But within our Partnership Plan we have ensured that we continue to address the more 'traditional'

themes of community safety, which are still a priority for the community, such as acquisitive crime and anti-social behaviour.

The Commission is asked to acknowledge the achievements of the Wycombe Community Safety Partnership during 2015-16 and to support its priorities for 2016-17.

Next Steps

The Partnership Plan for 2016-17 will be monitored via the Wycombe Community Safety Strategy group meetings.

Background Papers

The Wycombe Community Safety Plan 2016-17 is held by Community Services Team and published on the Council's website.



Wycombe Community Safety Partnership Plan 2016/17

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**Introduction from the Chair,
Karen Satterford**

The Wycombe Community Safety Partnership (CSP) is required to conduct an assessment of crime, anti-social behaviour (ASB) and substance misuse within the district every year. It is also required to publish a plan, to be updated annually, of how it intends to make the community safer. This document sets out the aims and objectives for the partnership over the period of April 2016 to March 2017.

The Partnership Plan explains the structure and system for conducting business and the contribution and commitment of our partners. Our plan is forward looking with a focus on community and tackling the issues that matter most to our residents, businesses and visitors.

We have undertaken public consultation about what our priorities should be for the coming year based on our findings from the Police Strategic Assessment of crime and our Partnership Assessment. This helps us ensure we are not only tackling the priorities that we as statutory agencies consider are important but that we have also listened to the community.

Reducing crime and anti-social behaviour requires a careful balance between reducing incidents, encouraging reporting and addressing negative perceptions of those who believe crime and anti-social behaviour is worse than it really is.

The Wycombe Community Safety Partnership has an excellent record of working together. We are determined to continue to improve our partnership record, and are confident that with the continued commitment of our partners and by improving our work within the communities, we will succeed in making Wycombe district a safer place.



Karen Satterford
Chief Executive, Wycombe District Council

Wycombe – setting the scene

Wycombe District is a mainly rural area with most people living in or around the towns of High Wycombe, Marlow and Princes Risborough.

Our local population is growing at a faster rate than previously anticipated – from around 162,000 in 2001 to 173,000 in 2015. The make-up of our population is changing with fewer young people and more older people. Studies show that our population will continue to grow significantly, potentially reaching around 192,000 by 2031.

The district has a rich and historic landscape sculptured by generations of rural activities, with pre and post-industrial revolution manufacturing geared to its rural region, including the once great chair making industry, now in decline. It is a patchwork of rural towns, villages and hamlets. We live in a beautiful part of England, with 71% of the district part of an Area of Outstanding Natural Beauty (AONB). The challenge we face is finding suitable places where new homes could be built and new jobs and infrastructure provided.

Modern Wycombe now has a broad-based economy as part of the globally significant Thames Valley economic sub-region. It has particular strengths in three of the six national growth employment sectors. There have been significant job losses over the last decade due to a decline in traditional manufacturing. However, forecasts suggest potential for strong employment growth to 2031, and currently we have a 1.2% unemployment rate. Generally a prosperous area, the District has pockets of deprivation in both urban and rural areas.

Wycombe is in a prime location and has been designated as a town of sub-regional importance (a regional hub). We have excellent access to the M25/M40/M4 corridor, good rail links between London and Birmingham and are close to Heathrow Airport and London.

The District is a popular but expensive place to live and work. Local house prices are increasingly beyond the means of key workers and local people. The level of commuting, both in and out of the District, contributes to a worsening transport situation. Significantly more people commute out of the district than commute in with there being around 22,000 journeys in and 33,000 journeys out.

We have a large and increasing ethnic minority population, with around 13,000 residents in the District having family ties to Pakistan. People of African Caribbean origin form the second largest ethnic minority community. The Muslim faith community is the second largest in the south-east, with 15,000 (nearly 9% of the population) people describing themselves as being Muslim in the 2011 census.

The health of people in Wycombe is generally better than average for England. Life expectancy is higher, although there are health inequalities by area and gender. For example, life expectancy for men is 8.8 years lower in the most deprived areas of Wycombe compared to the least deprived areas. Over the past ten years, deaths from all causes have decreased and are lower than the average in England. Residents have relatively healthy lifestyles compared to the national average in terms of eating healthily and being physically active.

The Community Safety Partnership

According to the Crime and Disorder Act 1998, every local authority must have a Community Safety Partnership. The Wycombe Community Safety Partnership is responsible for delivering the Partnership Plan.

The following are members of the Partnership:

- Buckinghamshire County Council
- Buckinghamshire Fire and Rescue Service
- Buckinghamshire Drugs and Alcohol Action Team
- Buckinghamshire Youth Offending Service
- Chiltern Clinical Commissioning Group
- National Probation Service
- Thames Valley Community Rehabilitation Company
- Thames Valley Police
- Wycombe District Council

The partnership also works with other organisations from the statutory, voluntary and business sectors to deliver projects, but there are too many to list here.

Reports on performance of partnership work go to the Wycombe Community Safety Strategy Group. This Group sets up action groups to drive work on the priorities within the Partnership Plan and delivers on projects; is represented on the Buckinghamshire Safer and Stronger Partnership Board; and contributes to the Safer Bucks Plan.

Funding

The Community Safety Fund allocation from the PCC is given to the Safer Bucks Partnership on behalf of all the individual Bucks partners. Included within this allocation are the former Home Office allocations that previously were sent directly to individual service areas in the County including the YOS and Drug Interventions Programme (DIP), and includes other funding that was used to support District Council work-streams such as ASB.

The Bucks CSF allocation for 2016/2017 is £495,042, a reduction of £5,000 compared to the previous year.

The CSPs in Bucks have worked closely together to consider how the funding available can be allocated to ensure it meets the needs of the Partnerships and enables continuous delivery of an effective service.

What is the Partnership Plan?

The Crime and Disorder Act (CDA) 1998 requires district councils to work in partnership with other agencies to develop and deliver a Plan for reducing crime and disorder in their area. Our plan is refreshed on an annual basis.

The Community Safety Partnership Plan outlines the Partnership priorities, which are determined by a process called the Community Safety Strategic Assessment, which is a statutory requirement to help Community Safety Partnerships decide on their priorities and inform their Partnership Plans.

The strategic period studied in the Strategic Assessment covers all crime and disorder that occurred in Buckinghamshire from 1st April 2014 to 31st March 2015. It uses data from the TVP crime recording systems (CEDAR, Command and Control and Niche) which was extracted by the BCC Partnership Analyst and the TVP Performance Team.

The aim of the assessment is to provide a localised picture of the main concerns from the past 12 months and uncover emerging issues for the coming year to help develop priorities and drive business.

The overall purpose of the Partnership Plan is to 'add value' to the work already being carried out by the separate partners organisations.

Our Achievements during 2015/16

As a result of the last Partnership Plan some significant steps were taken to address crime and disorder issues. A few examples of activities undertaken in relation to the priorities from the last Plan are highlighted below.

Our 2015/16 priorities were:

- Continue the work of the Nightsafe Partnership
- Tackling anti-social behaviour and gang activity
- Tackling property related crime, including shoplifting
- Protecting our communities from violence, abuse and exploitation

Developing the Nightsafe Partnership

- Nightsafe Partnership to continue to link in with and attend Shopwatch and Pubwatch meetings.
- Links are being developed with the new Neighbourhood Inspector for the rural areas to better develop Nightsafe in Marlow and Risborough.
- Information packs were distributed to local licensees in preparation for the World Cup.
- An engagement event was held in High Wycombe Town Centre prior to one of the England games – partners included TVP, WDC, HWBidCO and Street Angels.
- New Nightsafe website has been developed and will be launched in 2016.
- Licensee events took place in February and September 2015.
- In line with the new ASB 2014 legislation, S27 are no longer used. They have been replaced by Section 35s.
- Nightsafe attended the Bucks New Uni and Amersham and Wycombe College's Fresher's Fairs, handing out information to students.
- Nightsafe events took place during Alcohol Awareness week and over the festive period
- Nightsafe also sent Christmas cards to known offenders, respectfully reminding them that unacceptable behaviour will not be tolerated over the festive period.

Tackling anti-social behaviour and gang activity

- Regular communication is ensured with key partners who are involved with ASB cases.
- On-going interventions with partners include relaying vital information which may influence Acceptable Behaviour Contract conditions.
- Regular updates have been given to and from local neighbourhood teams in relation to Acceptable Behaviour Contract updates, yellow cards, and section 59/27 notices for the team to address accordingly. The teams have been utilised to conduct reassurance patrols in hotspot areas.
- ASB Team have also attended some Have Your Say meetings to find out their key issues and to inform them how to feed back to the relevant department.
- Graffiti removal kits have been promoted to communities.
- Several referrals have been made to mediation.
- Regular case meetings take place to review all cases and to see if they would fit into the Persistent and Resistant case criteria. These are also updated and considered to go onto the Operation Gamin ASB patrol plan.

- The ASB Team successfully obtained an ASBO against an individual in Princes Risborough in November, along with 5 CBOs for the vehicle crime perpetrators early in 2015.
- New literature was produced for Halloween/Bonfire night, and distributed via the PSCOS
- A new ASB leaflet has been produced.

Tackling property related crime

- Hotspots are addressed at the TVP fortnightly tasking meetings, which partners attend and subsequent actions are taken.
- Following on from the seasonal trend analysis meeting - WDC's Community Safety and Engagement Officer, along with TVP's Crime Reduction Officer developed a plan of action around our potential hotspots and undertook visits to these areas.
- All burglary victims continue to be offered SelectaDNA kits.
- We regularly encourage the take up on No Doorstep Selling Zones and Neighbourhood Watch at our events, along with promoting these through articles and social media.
- Items are always included in WDC magazine and Community Safety Information newsletter.
- Information was handed out at the Bucks New University and Amersham and Wycombe College fresher's fairs.
- Timer switches are given out to people coming to WDC reception
- Community safety information was included in the Christmas Hampers.

Protecting our communities from violence and abuse

- Domestic abuse information is on the web, key messages are tweeted and information leaflets are provided on stands around the district.
- The BCC training is promoted internally, reminders are sent when courses are imminent.
- New domestic abuse posters have been produced and distributed around the district.
- The Bucks Safeguarding Children's Board subgroup for Child Sexual Exploitation (CSE) have rolled out Chelsea's Choice across schools in the county
- Leaflets have been produced to promote Milton Keynes Equality Council's hate crime reporting number, and these have been distributed across the district and to doctors surgeries.
- TVP ran a campaign during October to encourage reports of disability hate crime – we also publicised this through our website and Twitter.
- A countywide CSE Strategy has been produced.

Strategic Assessment 2015

The Strategic Assessment is a detailed document including mapped data to show hotspots; victim and offender profiles; and other key factors for a range of crimes, anti-social behaviour and drug usage and treatment.

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Key findings

The table below shows the number of key offences which occurred during 2013/14 and 2014/15, along with the percentage difference.

Offence Type	Number of Offences During 2013/14	Number of Offences During 2014/15	% Change
All Crime	7,879	7,795	-1.1%
Violence Against the Person	1,251	1,370	9.5%
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In total Wycombe District has seen a reduction of just over 1%, which equates to 84 fewer victims. Over the past 5 years we have seen significant reductions in many of our most serious crime types, and as a partnership we're heavily invested in problem solving, catching and convicting. It was anticipated that these levels of reductions could not remain so high, and the figures above reflect that expectation

The increases seen in Wycombe are consistent across the whole Thames Valley, and feedback from the police indicates that they believe some of the increases are due to changes in recording processes. In particular, when Officers attend a domestic incident they now ask questions concerning any historic violence – if a victim discloses any incidents they are recorded, which impacts on current crime levels (even if the incident

is historic). Similar questions are asked when Officers are dealing with Sexual Offences, however there has also been an increase in confidence to come forward to report historic offences due to the high profile national incidents.

Although there is an increase in Burglary for the period shown, the good news is that we are currently (February 2016) seeing a downward trend and are at a 20% reduction for the year. In fact, Wycombe has seen a reduction in Burglary Dwelling from 700 in 2011/12 to 297 in 2014/15.

There has been a slight increase in Criminal Damage Offences (of 2,6%), however this includes the significant increases in vehicle damage that was seen within the district during 2015, so overall the increase seen is much better than anticipated.

High Wycombe Town Centre Violence

Violent crime makes up 18% of all crime that occurs in High Wycombe town centre. These crimes occur primarily in the early hours of the weekend mornings, between 12am and 3am on Saturday and Sunday mornings (Friday and Saturday nights). High Wycombe has experienced a significant reduction in public disorder during these times in comparison with 2013/14. The majority of offenders of violent crime in High Wycombe are male (89%) and aged 18-24 (40%). In addition, there has been a significant increase in the number of offenders aged under 18 (from 20 in 2013/14 to 56 in 2014/15).

High Wycombe Town Centre Shoplifting

Acquisitive crime makes up 58% of all crime in High Wycombe town centre, most of which is shoplifting (33% of all crime in High Wycombe town centre). These crimes occur during the day during the week, primarily at lunchtime and early afternoon. Approximately 80% of shoplifting offences were detected (i.e. at least one offender was identified), which is true for 2013/14 as well as 2014/15. The majority of detected shoplifting offenders are male (63%) and aged 18-30 (37%). A significant proportion of offenders, however, are female (37%). In the last year there has been a significant increase in the number of shoplifting offenders aged over 50 (from 31 in 2013/14 to 51 in 2014/15).

What is commonly stolen in Bucks?

Desired products are commonly referred to as **CRAVED** items, in that they are:

- **C**oncealable
- **R**emovable
- **A**vailable
- **V**aluable
- **E**njoyable
- **D**isposable

This is illustrated in the following table which lists the top 3 items stolen in key acquisitive offences in Bucks:

Offence type	1st	2nd	3rd
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All acquisitive crime	Machinery and tools 10.6%	Jewellery 8.4%	Cash 5.5%
Burglary dwelling	Jewellery 33.3%	Cash 7.5%	Laptops 5.8%
Burglary non dwelling	Machinery and tools 27.8%	Garden tools 16.5%	Bikes 5.2%
Robbery	Cash 31%	Mobile phone 25.8%	Keys – 3.9% Tobacco – 3.9%
Shoplifting	Groceries 19.2%	Other food 12.6%	Alcohol 10.2%
Theft from vehicle	Machinery and tools 13.2%	Cash 7.2%	Satnav 5.9%

Wycombe Community Safety Partnership Priorities 2016/17

Following research into the levels of crime and anti-social behaviour during 2014/15, the following have been identified as priorities for the Wycombe Community Safety Partnership next year:

- **Crime and anti-social behaviour**
 - Working with other agencies to deal with the perpetrators of anti-social behaviour
 - Supporting the victims of anti-social behaviour
 - Identifying and responding to trends in burglary dwelling, personal robbery, criminal damage, theft of and from motor vehicle and theft from person
 - Addressing issues relating to the street community and legal highs
- **Domestic Abuse**
 - Focusing on a local strategic approach to domestic abuse with particular need to reduce victimisation, raise awareness and increase reporting rates.
 - To raise awareness of Female Genital Mutilation(FGM), Honour Based Violence(HBV) and Forced Marriage and the services available to victims
 - Exploring perpetrator programmes
- **Exploitation of the vulnerable**
 - Develop a multi-agency approach to raising awareness of modern slavery (for example situations where people are trafficked and forced into very low paid work), along with identifying the existing knowledge gaps for this hidden crime
 - Child Sexual Exploitation remains a key priority for the Community Safety Partnership. Preventative measures such as educating those at risk and increased public awareness will help tackle the underlying issues. Also look to extend the Hotel Watch scheme.
 - In 2013 Wycombe District was designated a priority area in terms of the Prevent Strategy. Our local aims are to have a robust response to the ideological challenge of terrorism; protect the vulnerable; and support institutions and the community in opposing the narrative of the radicalisers.
- **Continue the work of the Nightsafe Partnership**
 - Extending Nightsafe work to our outer urban premises
 - Developing the Nightsafe website, increasing partnership content and involvement
- **Cybercrime**
 - The emergence of cybercrime is a developing issue for the Community Safety Partnership, both in terms of understanding the true picture, along with our current level of knowledge and understanding of this crime. We will develop our understanding of the crimes that fall within cybercrime, along with learning how prevalent the problem is within the district.

Although they have not been included as individual priorities, the Community Safety Partnership is aware that drugs and alcohol fuel a large proportion of crime and anti-social behaviour and as such will feature in the work we undertake to tackle our priorities.

Have your say survey results

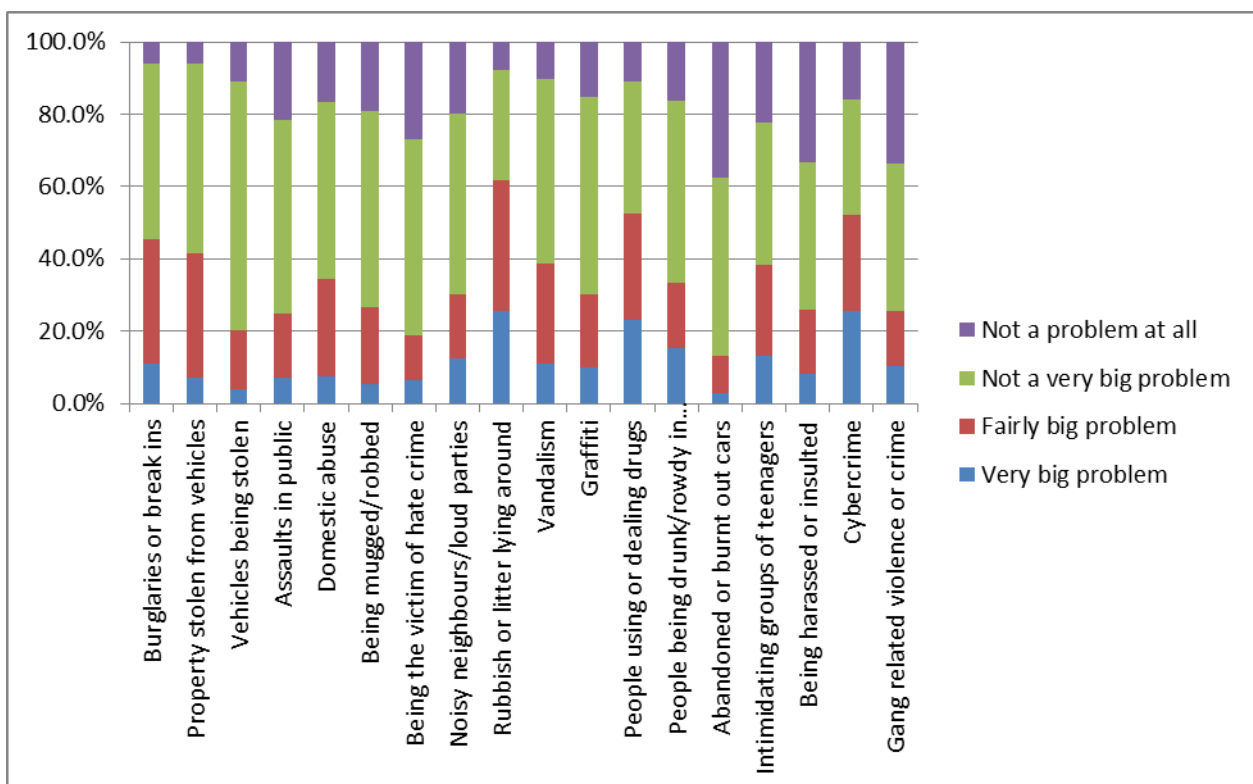
From November 2015 to February 2016 a survey was posted on the Community Safety pages of the Wycombe District Council website to ascertain the views of the local residents in relation to the proposed priorities for 2016/17. The survey ran for 12 weeks and was completed by 103 residents of the district.

Key findings from the survey

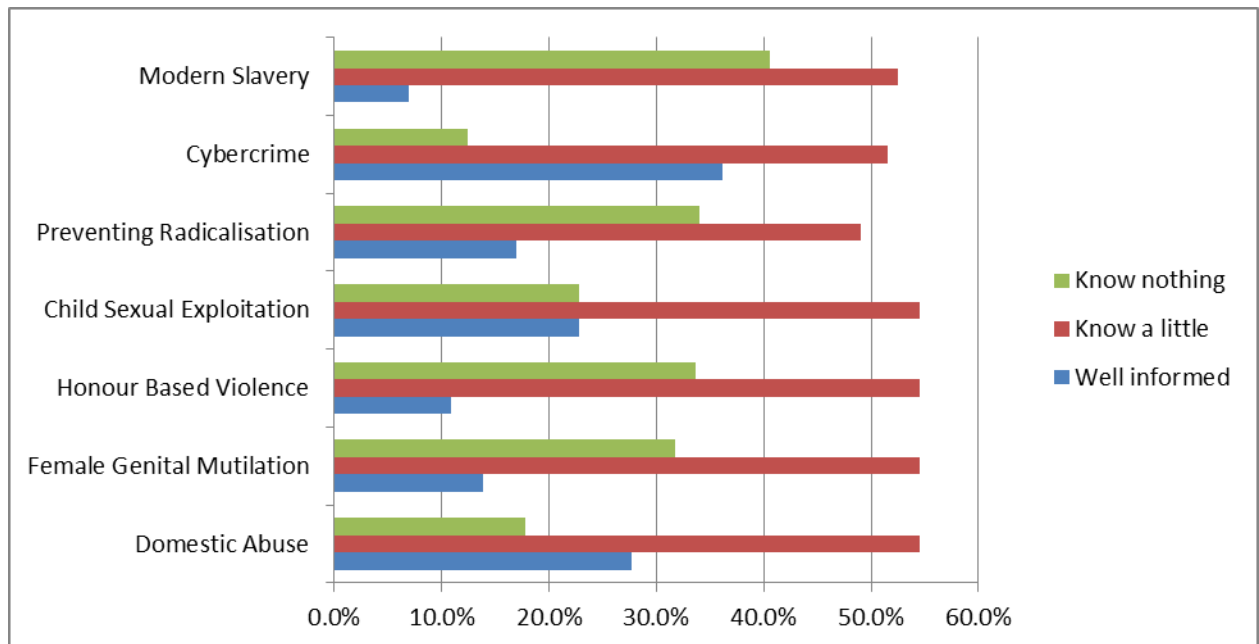
Almost 80% of respondents agreed with the priorities identified, with less than 9% disagreeing.

People were asked **how much of a problem, if at all, a number of issues are in the local neighbourhood**. As the following graph shows, the biggest perceived problems, in order of priority (determined by combining responses where the perception is that there is a very big or a fairly big problem) are:

1 Rubbish or litter lying around	8 Graffiti
2 People using or dealing in drugs	9 Noisy neighbours/loud parties
3 Cybercrime	10 Being mugged/robbed
4 Burglaries or break ins	10 Being harassed or insulted
5 Property stolen from vehicles	10 Gang related violence or crime
6 Vandalism	11 Assault in public
6 Intimidating groups of teenagers	12 Vehicles being stolen
7 Domestic abuse	13 Being the victim of hate crime
7 People being drunk or rowdy in public	14 Abandoned or burnt out cars



Respondents were also asked how well informed they were on a number of the newer aspects of community safety. The following table illustrates the responses given.



Finally, respondents were asked how they would prefer to find out about community safety issues. Almost two thirds prefer to receive Thames Valley Alert messages, whilst almost 40% would go to the Thames Valley Police website for information. Nearly 34% of those who responded would be interested in receiving a Community Safety E-Newsletter, and 27% and 24% would use the Wycombe District Council website and District Times respectively for community safety information. Only 16% would use Facebook and 8% Twitter.

Conclusion:

Whilst the response rate was lower than last year, the majority of respondents agreed with the priorities for the Wycombe Community Safety Partnership for 2016/17, which is encouraging as there are new areas of work identified for this year. Interestingly, the top areas of concern for those who responded were almost identical to those identified last year; however Cybercrime is the third highest area of concern for people

The results of the survey show that the majority of people feel they know a little about the new community safety areas of work, however more work needs to be done to raise awareness of Modern Slavery, Honour Based Violence, Female Genital Mutilation and Preventing Radicalisation. And whilst over a third of respondents felt they knew a lot about Cybercrime, this still seems to be an area of concern, so it is encouraging that this is an area of work that is included in this year’s plan.

2016 - 2017 Priorities

Priority 1 – Crime and anti-social behaviour

Background:

The Wycombe Community Safety Partnership understands that certain crimes occur in peaks and troughs throughout the year, so we need to continue to plan for these peaks and make every effort to limit any increases during these periods.

Anti-social behaviour can degrade the local environment and have an adverse effect on communities, and directly influences people's perceptions of fear of crime. Anti-social behaviour includes criminal damage, underage/anti-social drinking, noise, graffiti and harassment.

The impact of legal highs continue to be a concern for the Partnership, and we will continue to work together and with the community, using new legislation, to tackle this issue

Aims:

- To work with communities to develop respect for all people and property, and instil a pride of place.
- Residents feel confident to report anti-social behaviour
- To maintain low levels of acquisitive crime.

Objectives:

- Work with other agencies to deal with the perpetrators of anti-social behaviour
- Support the victims of anti-social behaviour
- Undertake campaigns and targeted work to prevent incidences of burglary dwelling, personal robbery, criminal damage, theft of and theft from motor vehicle and theft from person.
- Where these crimes do occur, identify and respond to trends.
- Target Organised Crime Groups and prolific offenders
- Address issues relating to the street community, along with associated alcohol and substance misuse issues.
- Encourage the reporting of hate crime locally, to either the police or third party reporting centre.

Key Performance Measures:

- Reduce the number of ASB incidents reported to the police
- Reduce the vulnerability of victims of ASB and take appropriate enforcement action against offenders.
- Manage the levels of crime to maintain or reduce current levels.
- Achilles Heel group effectively tackling OCG key offenders

Resources:

Countywide ASB Practitioners Group

GMAP (Gangs Multi Agency Partnership)

Street drinker/sex worker meeting

Multi-agency ASB case conferences

Fortnightly TVP Tasking meetings and fortnightly TVP Priorities meetings

Falcon meetings

Achilles Heel meetings

Shopwatch Meetings

Priority 2 - Domestic Abuse

Background

Domestic abuse is a very under-reported crime and it is believed that those who are brave enough to come forward represent only the tip of the iceberg in terms of those who experience it. Consequently, organisations find it difficult to measure the true extent of domestic abuse in the district as they are not able to get a full picture and extent of domestic abuse. By encouraging victims to report incidents, agencies will be in a better position to identify victims and help prevent further incidents of domestic abuse committed against them.

Aim:

- To focus on a local strategic approach to domestic abuse with particular need to reduce victimisation, raise awareness and increase reporting rates.
- To raise awareness of Female Genital Mutilation(FGM), Honour Based Violence(HBV) and Forced Marriage and the services available to victims
- To explore perpetrator programmes

Objectives:

- Work in partnership to establish the MARAC style Operation Delegation meetings (which focuses on standard and medium risk DV cases).
- To continue to raise awareness to victims of DVA and local support available.
- Take action to reduce the risk to women and girls who are victims of these crimes and to ensure that perpetrators are brought to justice.
- To provide support and raise awareness for adults who are vulnerable, experiencing DVA and are harder to reach.
- To raise awareness of FGM, HBV and Forced Marriage and the support that is available.

Key Performance Measures:

- Increase the number of disabled victims, LGBT victims, BME and male victims referred to MARAC.
- Improvements in services to victims of DVA as a result of DHR recommendations both local and regional.
- To monitor the levels of DVA.
- Op Delegation established and a reduction in calls achieved.
- Three campaigns promoted during the year.

Resources:

Countywide Domestic and Community Violence Group
LGBT DVA subgroup
Disability DVA subgroup
MARAC
Op Delegation meeting

Priority 3 - Exploitation of the vulnerable

Background

Sexual exploitation is a form of sexual abuse in which a young person is manipulated or forced into taking part in a sexual act often in return for attention, affection, money, drugs, alcohol or accommodation. Agencies across the district and county are working together to protect these vulnerable young people and prosecute the perpetrators.

Modern Slavery is a growing issue, affecting men, women and children. 1746 cases were reported in the UK in 2013 - a 47% increase on the number of cases reported in 2012. But these are just the victims we know about. Slavery's hidden nature means actual numbers are likely to be far, far higher. It is a global problem that transcends age, gender and ethnicities, it's important that we bring this hidden crime into the open. It can include victims that have been brought from overseas, and vulnerable people in the UK, being forced to illegally work against their will in many different sectors, including brothels, cannabis farms, nail bars and agriculture.

Prevent is a sensitive matter for our communities, not least because it deals with matters related to national security, and as such requires a great deal of trust and confidence between us, the police, counter terrorism agencies and our communities. At the heart of our Prevent Delivery Plan is an approach to mainstreaming and better working arrangements across the partnership and stakeholders to ensure not only a consistent and efficient approach but also one that is targeted and cost effective. We acknowledge that there are many factors that contribute to such vulnerability, but it is the ideological narratives that prey on these vulnerabilities that give rise to terrorism and violent extremism

Aim:

- To raise awareness of CSE and Modern Slavery, and the support that is available.
- The intention of the Prevent Delivery Plan is to safeguard individuals against being drawn into terrorism and violent extremism.

Objectives:

- Child Sexual Exploitation remains a key priority for the Community Safety Partnership. Preventative measures such as educating those at risk and increased public awareness will help tackle the underlying issues. Also look to extend the Hotel Watch scheme.
- Develop a multi-agency approach to raising awareness of modern slavery (for example situations where people are trafficked and forced into very low paid work), along with identifying the existing knowledge gaps for this hidden crime
- In 2013 Wycombe District was designated a priority area in terms of the Prevent Strategy. Our local aims are to have a robust response to the ideological challenge of terrorism; protect the vulnerable; and support institutions and the community in opposing the narrative of the radicalisers.

Key Performance Measures:

- Number of young people attending Chelsea's Choice drama and feedback from evaluations from pupils and teachers
- Via the targets set in the Prevent Strategy.
- Modern Slavery support line promoted throughout the district.

Resources:

Bucks Safeguarding Children Board

Bucks CSE Sub group

Bucks CSE Awareness Raising Sub Group

Wycombe Prevent Delivery Plan

Prevent Board

Priority 4 - Continue the work of the Nightsafe Partnership

Background:

The night-time economy in the District continues to be popular, with many people now visiting our town centres including High Wycombe, Marlow and Princes Risborough, specifically to socialise in the evenings. This raises a number of concerns for our community including violence, noise and anti-social behaviour.

The Wycombe Community Safety Partnership aims to reduce the negative impact of evening and night-time related disorder and street crime in order to ensure everyone in the District can enjoy the benefits that a safe and vibrant night-time economy can bring.

Aim:

- Minimise incidences of alcohol related crime and disorder in our most popular evening and night-time economy areas.
- Promote a safe and sensible drinking culture.
- Address 'getting home safely' and the associated transport links.

Objectives:

- To develop and launch the new Nightsafe website, with strong partnership content and involvement.
- To develop and deliver campaigns relevant to seasonal trends or specific events such as the Fresher Welcome period.
- Nightsafe to work with partners to encourage a safe/sensible drinking culture through targeted health campaigns and events.
- Nightsafe to work in partnership to tackle disorderly behaviour, including police enforcement where necessary.
-

Key Performance Measures:

- The new website is launched and the number of 'visitors' monitored.
- Publicity campaigns delivered with events held and appropriate advice and information provided.
- 100% of Section 35's which relate to alcohol/drugs to receive drug/alcohol information - the ASB team to use appropriate actions for repeat recipients.

Resources

Nightsafe Partnership
Nightsafe Partnership Action Plan
Pubwatch meetings
Purple Flag meetings

Priority 5 – Cybercrime

Background

Cybercrime is a fast-growing area of crime. More and more criminals are exploiting the speed, convenience and anonymity of the Internet to commit a diverse range of criminal activities that know no borders, either physical or virtual, cause serious harm and pose very real threats to victims worldwide.

The emergence of cybercrime is a developing issue for the Community Safety Partnership, both in terms of understanding the true picture, along with our current level of knowledge and understanding of this crime.

Aim

- To develop our understanding of the crimes that fall within cybercrime, along with learning how prevalent the problem is within the district.

Objectives:

- To undertake research into the prevalence of the problem locally.
- To provide the community with guidance and advice on how to protect themselves from being the victims of cybercrime.
- Link in with national awareness raising campaigns, such as 'CyberStreetwise'.

Key Performance Measures:

- WDC website developed to include guidance.
- Promotional campaign launched to provide guidance to the public.

Resources

Partnership working.

Anti social behaviour (ASB) 'Acting in an anti social manner ... that caused or was likely to cause harassment, alarm or distress'. Covers a wide range of selfish and unacceptable activity that can blight the quality of community life.

Anti-Social Behaviour Team - A partnership between Thames Valley Police and Wycombe District, working together to tackle anti-social behaviour within the District.

Buckinghamshire Safer and Stronger Partnership Board County-level group to help coordinate the work of the district community safety partnerships (this recognises that community safety issues do not always respect district borders and may sometimes be better organised at a county level).

Child Sexual Exploitation is illegal activity by people who have power over young people and use it to sexually abuse them. This can involve a broad range of exploitative activity, from seemingly 'consensual' relationships and informal exchanges of sex for attention, accommodation, gifts or cigarettes, through to very serious organised crime.

Community Plan Produced by the local strategic partnership, it sets a long-term, vision for an area across all services and informs the priorities in the **local area agreement**

Community Safety Agreement A document prepared by the Buckinghamshire Safer and Stronger Communities Partnership setting out how the district level Community Safety Partnerships will cooperate to deliver their priorities.

Community Safety Partnership (CSP) The local name for the crime and disorder reduction partnership introduced by the Crime and Disorder Act 1998. Its purpose is to bring together **responsible authorities** to work with other local organisations to develop and implement strategies to tackle crime and disorder including anti-social and other behaviour adversely affecting the local environment as well as the misuse of drugs.

Criminal damage Where a person 'who without lawful excuse destroys or damages any property belonging to another, intending to destroy or damage any such property or being reckless as to whether any such property would be destroyed or damaged'. It includes damage to property e.g. broken windows and car wing mirrors.

Domestic abuse 'Any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults, who are or have been intimate partners or family members, regardless of gender or sexuality'.

Domestic Homicide Review (DHR) A legal requirement to undertake a partnership review following a domestic homicide with the intention of learning lessons to improve the way partners deal with domestic incidents and improved outcomes for domestic abuse victims.

Hate Crime A Hate Crime or Incident is any behaviour that you or someone else thinks was caused by hostility, prejudice or hatred of: Disability (including physical, hearing and visual impairments, mental health problems and learning disabilities); Gender identity (people who are transgender, transsexual or transvestite); Race, skin

colour, nationality, ethnicity or heritage; Religion, faith or belief (including people without a religious belief); Sexual orientation (people who are lesbian, gay, bisexual, or heterosexual)

Local Strategic Partnership (LSP) Non-statutory, multi agency partnerships which bring together the different parts of the public, private, community and voluntary sectors allowing different initiatives and services to support one another so they can work more effectively.

Neighbourhood Action Group (NAG) Group of the Police, partners and community members which meets around every six weeks to discuss and collectively tackle the issues identified as priorities by the local community.

Police and Crime Commissioner - This is an elected post and started in November 2012. The role of the PCC is to be the voice of the people and hold the police to account. Police and Crime Commissioners (PCCs) will aim to cut crime and deliver an effective and efficient police service within their force area.

Property Related Crime All crime where items are stolen including burglary and attempted burglary, robbery and theft including the theft of and from vehicles and the theft of pedal cycles.

Responsible authorities The responsible authorities are the police, police authorities, local authorities, fire and rescue authorities and primary care trusts.

Sexual crime Sexual crime includes a range of offences such as sexual harassment and paedophilia. Some sexual crimes involve violent assaults such as rape.

Stakeholder Organisations that have a direct interest in a service being provided and may be able to be involved in the delivery by contributing resources such as funding, knowledge, skills etc.

Wycombe Partnership The **local strategic partnership** for Wycombe.

Youth Offending Service (YOS) A Countywide service dealing with young offenders

Appendix B

Glossary of Acronyms

ABC - Acceptable Behaviour Contract

ANPR - Automatic Number Plate Recognition

ASB - Anti Social Behaviour

ASBI - Anti-Social Behaviour Injunction

CBO - Community Behaviour Order

CPN - Community Protection Notice

CSE - Child Sexual Exploitation

CSF - Community Safety Fund

CSP - Community Safety Partnership

CAMHS - Child and Adult Mental Health Service

Econ - Economic

DAAT - Drug and Alcohol Action Team

DHR - Domestic Homicide Review

DPPO - Drinking in Public Places Order

DVA - Domestic Violence and Abuse

FPN - Fixed Penalty Notice

GMAP - Gangs Multi Agency Partnership

IOM - Integrated Offender Management

LSP - Local Strategic Partnership

MAPPA - Multi Agency Public Protection Assessment

MARAC - Multi Agency Risk Assessment Committee

MHT - Mental Health Team

MK - Milton Keynes

NAG - Neighbourhood Action Group

PCC - Police and Crime Commissioner

PCSO - Police Community Support Officer

PPO - Priority and Prolific Offender

PSPO - Public Spaces Protection Order

TVCRC - Thames Valley Community Rehabilitation Company

WDC - Wycombe District Council

YOS - Youth Offending Service

Appendix C

Risk Register/ Risk Log

Ref	Risk Description/ Impact	Risk Likelihood	Risk Impact/ Severity	Risk Mitigation Recommended Preventative Actions:	Owner of the Risk
	<p><i>A Risk is any event likely to adversely affect the ability of the project to achieve the defined objectives</i></p> <p><i>Add a brief description of the risk identified and its likely impact on the project (e.g. scope, resources, deliverables, timescales and/or budgets)</i></p>	<p><i>Describe and rate the likelihood of the risk eventuating (i.e. Low, Medium or High)</i></p>	<p><i>Describe and rate the impact on the project if the risk eventuates (i.e. Low, Medium or High)</i></p>	<p><i>Add a brief description of any actions that should be taken to prevent the risk from eventuating</i></p> <p><i>Recommended Contingent Actions: Add a brief description of any actions that should be taken, in the event that the risk happens, to minimize its impact on the project</i></p>	<p><i>Which partner will have responsibility for managing and monitoring the risk?</i></p>
Page 31	Staffing/ resources – key staff could change/ move on within all our partner agencies	Medium	Medium	<p>Preventative Actions: Ensure progress on projects is documented, contact lists stored</p> <p>Contingent Actions: Ensure a handover takes place</p>	Individual Managers of each organisation
2	Funding/ finance – The Partnership will no longer receive direct funding as all Community Safety funds will go to the Police and Crime Commissioner	Medium	Medium	<p>Preventative Actions: To be more proactive to identify alternative funding</p> <p>Contingent Actions: Review the funding situation to identify possible cuts to projects. Also make appropriate representations and cases for funding to the PCC</p>	Community Safety Partnership through the Community Safety and Prevent Coordinator
3	Legislation changes – could change the partnership’s focus	Medium	Low	<p>Preventative Actions: ensure the partnership is kept informed of relevant White Papers that may influence the agenda.</p> <p>Contingent Actions: inform the partnership of new changes; ensure training/ new skills are</p>	Community Safety Partnership through the Community Safety and Prevent Coordinator

Ref	Risk Description/ Impact	Risk Likelihood	Risk Impact/ Severity	Risk Mitigation Recommended Preventative Actions:	Owner of the Risk
				provided to members of the partnership. Seek advice from relevant legal departments	
4	Change of political leadership at District Council level – may have different priorities/ focus	Low	Low	Preventative Actions: Ensure all Councillors are kept informed of the work of the partnership and included in community engagement work. Contingent Actions: work with the new Council Leader to promote the work of the partnership.	Community Safety and Prevent Coordinator
5	Change of government – may have different priorities/ focus	Medium	Medium	Preventative Actions: Unable to prevent Contingent Actions: inform the partnership of new changes; ensure training/ new skills are provided to members of the partnership.	Community Safety and Prevent Coordinator
6 Page 32	Agency buy-in – organisations could change their priorities/ targets during the time of the partnership plan or lose resources/ staff/ funding that means they need to re-focus.	Medium	Medium	Preventative Actions: ensure strategic level buy-in. Ensure all organisations are aware of the importance of the partnership plan and offer training to staff where necessary. Contingent Actions: look at targets/ priorities to see if there is a need to re-prioritise with fewer resources/ funding/ staff.	Individual Managers of each organisation and Community Safety Partnership
7	A crime that was not originally a priority increases and needs to be addressed.	Low	Low	Preventative Actions: Ensure the partnership regularly monitors partnership data (especially police and fire) to identify new trends. Contingent Actions: Take steps to reduce the crime before it gets out of control. Ensure that it is considered at the JAG	Community Safety Partnership through the Community Safety and Prevent Coordinator

Agenda Item 5.

UPDATE FROM CHAIRMAN OF THE LOCAL PLAN TASK AND FINISH GROUP

Officer contact: Peter Druce (Senior Democratic Services Officer, 01494 421210 (ext. 3210) peter.druce@wycombe.gov.uk

What is the Commission being asked to do?

To note the update from the Chairman of the Local Plan Task and Finish Group on the recent Group meeting in respect of the current Local Plan Consultation.

Executive Summary

The Local Plan Task and Finish Group was due to meet Tuesday 6 September 2016, to meet to consider the recent Local Plan Public Consultation, the Group hoping to be able to scrutinise as much of the data and public responses and the detailed analysis of such, as possible.

To this end Cabinet Member for Planning; Councillor David Johncock agreed to attend the meeting and give an update to the Group on the consultation to date.

The intention is that the Group Chairman would then update this Improvement & Review Commission Meeting on this important piece of 'review' work.

Next Steps

To consider the next steps / future meetings of the Group, along with the Group's future role in the Local Plan process.

Agenda Item 6.

COMMISSION'S WORK PROGRAMME AND CABINET FORWARD PLAN

Officer contact: Catherine Whitehead (Head of Democratic, Legal & Policy Services)
DDI: 01494 421980

Email: charles_meakings@wycombe.gov.uk

What is the Commission being asked to do?

The Commission is asked to

- (i) note this update on the Work Programme as a whole;
- (ii) identify any topics from the Cabinet Forward Plan that require review by the Commission at a future meeting, ahead of any item scheduled for consideration by Cabinet; and
- (iii) note the current position with regard to the Task and Finish Groups.

Task and Finish Groups

The Commission is permitted (under the Constitution) to establish four Task and Finish Groups at any one time (not including joint Task and Finish Groups).

The current position regarding the four established Task and Finish Groups is as follows:

- Local Plan Task and Finish Group

The Group was due to meet Tuesday 6 September 2016, to consider the recent Local Plan Public Consultation, the Group were hoping to be able to scrutinise as much of the data and public responses and the detailed analysis of such, as possible.

To this end the Cabinet Member for Planning; Councillor David Johncock has agreed to attend the meeting and give an update to the Group on the consultation to date.

The intention is that the Group Chairman would then update this Improvement & Review Commission Meeting on this important piece of 'review' work, as featured as a separate item on this agenda.

- Regeneration Delivery Task & Finish Group.

The Group met on Wednesday 17 August 2016 at which Paul Shackley (Corporate Director - Growth & Regeneration) and / or Catherine Whitehead (Head of Democratic, Legal & Policy Services) were due to be present, as the Group members considered the presentation by Bevan Brittan of 11 July 2016 and the need for visits to delivery vehicle operations.

The next meeting of the Task and Finish Group is to be scheduled for early October, for an update on the Property Portfolio and the team set-up from Charles Brocklehurst (Major Projects and Estates Executive) along with consideration of the housing aspect of regeneration after the Housing Regeneration all-member seminar scheduled for Wednesday 28 September 2016.

Further Group meetings are then to be scheduled with the Task and Finish Group looking to produce its final report and recommendations to the meeting of the Commission on 9 November, 2106.

- Rural Issues Task and Finish Group

The Group last met on 26 July 2016; at which the Group discussed information received from Heather Dean, Head of Skills and Business Support, Buckinghamshire Business First.

The Group is focussing on rural affordable housing and the rural economy including broadband provision, with its final report and recommendations due at the Commission's 9 November 2016 meeting.

- Budget Task and Finish Group

As agreed at the last meeting of the Commission on 13 June 2016 Members agreed to the set-up of the Budget Task and Finish Group to be carried out in two stages as per the previous year. Reports to Cabinet in November for the input of recommendations for consideration for inclusion in the evolving 2017-18 budget, then again in February with recommendations as a result of the scrutiny of the proposed budget.

Dates for the initial Group meetings are currently being scheduled amongst the membership.

The Meeting may wish to note that a report is scheduled on the Cabinet agenda of 19 September 2016 on the responses of Cabinet to the recommendations of the **ICT (Information Communication Technology) Task & Finish Group**. A progress report from the Cabinet Member for HR, ICT & Customer Services on the implementation of these recommendations is scheduled for the Commission's 11 January 2017 meeting.

Proposing new Review Topics

If at any time Commission Members wish to suggest further topics for the Commission's consideration then please complete and return the new Work Programme Suggestion Form (**Appendix C**) to the Democratic Services section for consideration at a future meeting of the Commission.

No suggestions have previously been received for consideration at this meeting.

Scrutiny Work Programme

For items coming to meetings of the Commission that are not the subject of a Task and Finish Group, please see the table in **Appendix A**, the current active Task and Finish Groups are also featured in this document in the Gantt chart at the end.

Cabinet Forward Plan

The Commission is also asked to consider the draft Cabinet Forward Plan published on 5 August 2016. (**Appendix B**). The purpose of submitting the Forward Plan to the

Commission; is so that Members can review forthcoming items and highlight any reports that the Commission would like to consider ahead of Cabinet consideration.

Wycombe District Council - published 14 June 2016

Improvement & Review Commission Plan – JULY 2016 – MARCH 2017

Title & Subject Matter	Wards	Corporate Priority	Date to be taken	Lead Member	Department	Where referred to (if referred)	Contact Officer
Update on Saunderton Lodge Appraisal / Consultation Update by the Cabinet Member for Housing on Saunderton Lodge Appraisal / Consultation	All Wards	Place. Sustainably regenerating the area	14 September 2016	Cabinet Member for Housing	Environment	n/a	Brian Daly, Housing Services Manager, Peter Druce, Democratic Services brian_daly@wycombe.gov.uk, peter_druce@wycombe.gov.uk Tel: 01494 421210
Housing Portfolio Update Update by the Cabinet Member for Housing (following on from 9 march 2016 update)	All Wards	Place. Sustainably regenerating the area	14 September 2016	Cabinet Member for Housing	Environment	n/a	Brian Daly, Housing Services Manager, Peter Druce, Democratic Services brian_daly@wycombe.gov.uk, peter_druce@wycombe.gov.uk Tel: 01494 421210
Community Safety Plan Community Safety Plan Update	All Wards	People. Engaging and working with our communities	14 September 2016	Cabinet Member for Community	Community	n/a	Peter Druce, Democratic Services, Sarah McBrearty, Community Services Team Leader peter_druce@wycombe.gov.uk Tel: 01494 421210, sarah.mcbrearty@wycombe.gov.uk
Update from Chairman of Local Plan Task & Finish Group Update from Chairman of Local Plan Task & Finish Group on recent Group meeting in respect of Local Plan consultation - emerging analysis.	All Wards	People. Engaging and working with our communities	14 September 2016	Improvement & Review Commission	Planning & Sustainability	n/a	Catherine Whitehead, Head of Democratic, Legal & Policy. catherine.whitehead@wycombe.gov.uk
Commission's Work Programme & Cabinet Forward Plan Review of the Commission's Work Programme & Cabinet Forward Plan	All Wards	People. Engaging and working with our communities	14 September 2016	Improvement & Review Commission	Democratic, Legal & Policy Services	n/a	Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Update on Environment Service Update from the Cabinet Member for Environment on the Environment Service including the Joint Waste Contract and Parking Services.	All Wards	Place. Sustainably regenerating the area	9 November 2016	Cabinet Member for Environment	Environment	n/a	Peter Druce, Democratic Services, Caroline Hughes, Head of Environment peter_druce@wycombe.gov.uk Tel: 01494 421210, caroline_hughes@wycombe.gov.uk Tel: 01494 421729
Preview of CCTV Cabinet Item Preview of CCTV Cabinet Report	All Wards	Place. Sustainably regenerating the area	9 November 2016	Cabinet Member for Community	Community	n/a	Elaine Jewell, Head of Community elaine_jewell@wycombe.gov.uk Tel: 01494 421891

Report of the Budget Task & Finish Group Stage 1 Report of the Budget (2017-18) Task & Finish Group Stage 1 - recommendations for inclusion in Budget	All Wards	Pounds. Delivering value for money	9 November 2016	Improvement & Review Commission	Finance	Cabinet 14 November 2016	Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Regeneration Delivery Task and Finish Group Recommendations Regeneration Delivery Task and Finish Group Recommendations	All Wards	Place. Sustainably regenerating the area	9 November 2016	Cllr Alex Collingwood	Property Services	Cabinet 19/9 or 14/11/16	Charles Meakings, Head of Democratic, Legal and Policy Services charles_meakings@wycombe.gov.uk Tel: 01494 421982
Rural Issues Task & Finish Group Recommendations Recommendations of the Rural Issues Task & Finish Group	All Wards	People. Engaging and working with our communities	9 November 2016	Cllr Carl Etholen	Democratic, Legal & Policy Services	Cabinet 14/11/16 or 6/2/17	Charles Meakings, Head of Democratic, Legal and Policy Services charles_meakings@wycombe.gov.uk Tel: 01494 421982
Update from Cabinet Member for ICT on Task & Finish Group recommendations An update from the Cabinet Member for HR, ICT & Customer Services on progress in respect of ICT Task & Finish Group recommendations (June 2016).	All Wards	Pounds. Delivering value for money	11 January 2017	Cabinet Member for HR, ICT & Customer Services	Human Resources, ICT/Customer Service Centre & Shared Support Services		John McMillan, Head of HR, ICT & Customer Services john_mcmillan@wycombe.gov.uk
Report of the Budget Task & Finish Group Stage 2 Report of the Budget (2017-18) Task & Finish Group Stage 2 - Scrutiny of Emerging Budget	All Wards	Pounds. Delivering value for money	11 January 2017	Improvement & Review Commission	Finance	Cabinet 6 February 2017	Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Commission's Work Programme & Cabinet Forward Plan Review of the Commission's Work Programme & Cabinet Forward Plan		People. Engaging and working with our communities	11 January 2017	Improvement & Review Commission	Democratic, Legal & Policy Services	n/a	Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210
Commission's Work Programme & Cabinet Forward Plan Review of the Commission's Work Programme & Cabinet Forward Plan	All Wards	People. Engaging and working with our communities	1 March 2017	Improvement & Review Commission	Democratic, Legal & Policy Services	n/a	Peter Druce, Democratic Services peter_druce@wycombe.gov.uk Tel: 01494 421210

IMPROVEMENT AND REVIEW COMMISSION TASK AND FINISH GROUPS – as at 14 June 2016

2016-17							
JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
LOCAL PLAN TASK AND FINISH GROUP Chairman: Cllr H McCarthy Membership: Cllrs Ms S Adoh, Miss S Brown, H Bull, A Collingwood (Vice Chairman), M Harris and R Raja. Scheduled Meetings: Tuesday 6 September 2016.							
REGENERATION DELIVERY TASK AND FINISH GROUP Chairman: Cllr A Collingwood Membership: Cllrs Miss S Brown, H Bull, Mrs L Clarke OBE (Vice Chairman), M Davy, D Knights, T Lee & R Raja. Scheduled Meetings: Wednesday 17 August 2016.							
RURAL ISSUES TASK AND FINISH GROUP Chairman: Cllr C Etholen Membership: Cllrs M Harris (Vice Chairman), Ms S Adoh, H McCarthy & J Savage Scheduled Meetings: Monday 12 September 2016 & Wednesday 5 October 2016							
BUDGET TASK AND FINISH GROUP (PHASES 1 & 2) Chairman: Cllr A Collingwood Membership: Cllrs Miss S Brown, H Bull, Mrs L Clarke OBE, C Etholen, M Knight, D Knights (Vice Chairman), T Lee, R Raja & C Whitehead. Scheduled Meetings: tbc							
current task and finish group		planned task and finish group		extant groups not currently active			

Wycombe District Council
THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND)
REGULATIONS 2012

Cabinet Forward Plan – 2016/2017– Published Friday, 5 August 2016

Notice is hereby given of the decisions listed below that are likely to be taken in private at the meetings indicated. For further information on why these matters will be considered in private, please see the description on the individual item.

Should you wish to make any representations in relation to the meetings below being held in private, please contact Democratic Services, Wycombe District Council, Queen Victoria Road, High Wycombe, Bucks, HP11 1BB. Email: committeeservices@wycombe.gov.uk

Y = key decision *= item to be submitted/decision to be made if necessary

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
<u>Cabinet 19 September 2016</u>					
2016/17 Quarter 1 Service Performance Report Quarterly Service Performance Report	Y	Cabinet	Open Report	N/A	Executive Leader of the Council Policy Officer
Air Quality Management Area (AQMA) Consideration of the requirements for the declaration of additional AQMAs.	Y	Cabinet	Open Report	N/A	Cabinet Member for Environment Environmental Health Manager

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
CIL Strategic Allocations	Y	Cabinet	Open Report	N/A	Cabinet Member for Planning Developer Contributions Officer
Budget Monitoring Report Quarter 1 Quarterly report	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Financial Services Manager
Court Garden - <i>Feasibility study</i>	Y	Cabinet	Open Report	N/A	Cabinet Member for Community Head of Community
Cabinet Responses to recommendations of the ICT Task & Finish Group Cabinet Responses to recommendations of the ICT (Information Communication Technology) Task & Finish Group (presented to Cabinet 11/7/16)	Y	Cabinet	Open Report	N/A	Cabinet Member for HR, ICT & Customer Services Democratic Services, Head of HR, ICT & Customer Services

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
<p>Outstanding responses and progress updates on the Budget TFG recommendations 16-17</p> <p>Report on the outstanding Cabinet responses and progress updates re Budget TFG recommendations 16-17</p>	Y	Cabinet	Exempt Report (whole)	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information). Schedule 12A of the Local Government Act 1972.	<p>Cabinet Member for Finance and Resources</p> <p>Head of Finance and Commercial</p>
55A High Street	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	<p>Cabinet Member for Economic Development & Regeneration</p> <p>Surveyor</p>
Potential Acquisition of Retail Investment	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	<p>Cabinet Member for Economic Development & Regeneration</p> <p>Major Projects and Property Executive</p>
Proposed Disposal of Retail Investment	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	<p>Cabinet Member for Economic Development & Regeneration</p> <p>Major Projects and Property Executive</p>

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
Desborough Square	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Economic Development & Regeneration Major Projects and Property Executive
Wycombe Air Park - Heads of Terms	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Economic Development & Regeneration Major Projects and Property Executive
Handy X Hub Funding Report for Phases 3,4 & 5	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Economic Development & Regeneration Major Projects and Property Executive
<u>Cabinet 14 November 2016</u>					
2016/17 Quarter 2 Service Performance Report Quarterly Service Performance Report	Y	Cabinet	Open Report	N/A	Executive Leader of the Council Policy Officer

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
Referral from the Improvement & Review Commission - Recommendations of the Rural Issues Task and Finish Group (Part1)	Y	Cabinet	Open Report	N/A	Senior Democratic Services Officer
Referral from the Improvement & Review Commission - Recommendations of the Regeneration Task and Finish Group	Y	Cabinet	Open Report	N/A	Democratic Services
Budget Monitoring Report Quarter 2 quarterly report	Y	Cabinet	Open Report	N/A	Cabinet Member for Finance and Resources Financial Services Manager
Handy X Update Report	Y	Cabinet	Exempt report (whole)	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Finance and Resources Head of Finance and Commercial
Referral from the Improvement & Review Commission - Recommendations of the Budget Task and Finish Group (Part1)	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Democratic Services

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
Saunderton Lodge - <i>Future options</i>	Y	Cabinet	Exempt Report	Schedule 12A of the Local Government Act 1972. Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Cabinet Member for Housing Housing Services Manager
<u>January 2017</u>					
Individual Officer Decision - Council Tax Base Setting	Y	Mr S Richardson, Head of Finance and Commercial and Section 151 Officer	Open Individual Decision	N/A	Head of Finance and Commercial
<u>Cabinet 6 February 2017</u>					
Revenue Budget and Council Tax Setting 2017/18	Y	Cabinet recommend to Council	Open Report	N/A	Cabinet Member for Finance and Resources Head of Finance and Commercial
Referral from the Improvement & Review Commission - Recommendations from the Budget Task & Finish Group	Y	Cabinet	Exempt Report	Para 3 - Information about the financial or business affairs of any particular person (including the authority holding that information).	Principal Democratic Services Officer

Title & Subject Matter	Key	Decision to be taken by	Will the report be held wholly or partly in private	Reason no public access	Lead Member & Contact Officer
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Members of the Cabinet

Name	Address	Ward represented	Position
Cllr Ms K Wood	c/o Wycombe District Council Council Offices Queen Victoria Road High Wycombe HP11 1BB	Tylers Green & Loudwater	Executive Leader of the Council
Cllr D Barnes	18 Juniper Rd Marlow Bottom Bucks SL7 3NX	Greater Marlow	Executive Deputy Leader & Cabinet member for Engagement & Strategy
Cllr Mrs J Adey	Hatherley, Princes Road, Bourne End, Bucks SL8 5HZ	The Wooburns	Cabinet Member for Community
Cllr D Johncock	32 Highfield Road Flackwell Heath High Wycombe Buckinghamshire HP10 9AN	Flackwell Heath & Little Marlow	Cabinet Member for Planning
Cllr J Langley	18 Rush Burn Wooburn Green Bucks HP10 0BT	The Wooburns	Cabinet Member for Housing
Cllr R Newman	38 The Row Lane End Buckinghamshire HP14 3JS	Hazlemere South	Cabinet Member for Youth
Cllr D Shakespeare	Elephant Walk House Hammersley Lane Loudwater High Wycombe HP13 7BY	Tylers Green & Loudwater	Cabinet Member for HR, ICT & Customer Services

Cllr Mrs J E Teesdale	43 Green Lane Radnage High Wycombe HP14 6DJ	Chiltern Rise	Cabinet Member for Environment
Cllr D Watson	Copper Howe, 17 Wendover Road, Bourne End 17 Wendover Road Bourne End Buckinghamshire SL8 5NS	Flackwell Heath & Little Marlow	Cabinet Member for Finance & Resources
Cllr R Wilson	25 Beechtree Avenue Marlow Bottom Bucks SL7 3NH	Marlow North & West	Cabinet Member for Economic Development & Regeneration

Guidance for Councillor for Work Programme Suggestions

Proposed scope / focus of review

Identify precisely what will be reviewed to provide focus and direction.

Your rationale for selection

What are the reasons for reviewing the topic and the key issues? Are they good ones which will stand up to Scrutiny themselves?

e.g. Is the issue important to local people?

What is the strength of Member interest?

What is the possible impact of a review – is there the potential to make a difference?

The focus must be on improving services, performance, policies or decisions for residents and/or significant savings. The Commission needs to be sure that the reviews do not tie up officers on work which has little impact.

Evidence

What are the issues / facts which will support the need for a review?

e.g. Is there any evidence of dissatisfaction with the service or under performance?

Desired outcomes/objectives

What are the outcomes the review is seeking or expected to achieve and how will it benefit or impact on the local community? Again, the Commission needs to be sure that the reviews do not tie up officers on work which has little impact.

e.g. Will the outcomes assist in achieving corporate priorities? If so, which ones?

Other comments

Any other information, proposals or queries.

e.g. How will the subject be reviewed and is this achievable by the resources available?

The Commission needs to be aware of any impact on the ability of officers to deliver services especially small teams where there is likely to be a disproportionate impact.

What sort of timescale is involved?

Need to check what else has happened, is happening or is planned in the areas being considered in order to avoid duplication or wasted effort (i.e. have regard to the wider programmes of reviews recently completed, being undertaken or programmed).

Are there other, more suitable, ways of investigating or picking up the issues?

Work Programme Suggestion Form

Democratic Services
Wycombe District Council
Council Offices
Queen Victoria Road
High Wycombe, Buckinghamshire HP11 1BB

committeeservices@wycombe.gov.uk 01494 421214

Your Name:

Contact Number:

Proposed Scope / focus of review:

Your rationale for selection:

Evidence:

Desired outcomes / objectives / possible terms of reference:

Other comments:

What timescale do you perceive to be necessary for this review?

- Urgent Within six months Within 6-12 months

Agenda Item 9

COUNCILLOR CALL FOR ACTION

To consider any Councillor Call for Action submitted in accordance with the agreed procedure.

Agenda Item 10

SUPPLEMENTARY ITEMS (IF ANY)

Agenda Item 11

URGENT ITEMS (IF ANY)