

## **Governance advisory schedule for the Crime and Scrutiny Disorder Committee**

### **1. Purpose**

- 1.1 To discharge the functions required of the Corporation's local authority responsibility to constitute a crime and disorder committee with the power to review or scrutinise decisions made, or other action taken in connection with the discharge by the responsible authorities of their crime and disorder functions, as defined under Section 19 of the Police and Justice Act 2006 requires.
- 1.2 To encourage strategic alignment across represented committees and departments on issues relating to crime and community safety.
- 1.3 To monitor the impact of policy on crime and community safety, making reports or recommendations as appropriate any other committees and the Court of Common Council.
- 1.4 To be responsible for the review and scrutiny of decisions made, or other actions taken, in connection with the discharge by the responsible authorities and other members of the Safer City Partnership of their crime and disorder functions<sup>1</sup>. To discharge the Common Council's functions under section 19 of the Police and Justice Act 2006 as per Section 21 of the Local Government Act 2000 (Scrutiny Committees)
- 1.5 To encourage strategic alignment across represented committees and Corporation departments on issues relating to crime and community safety
- 1.6 To monitor the impact of organisational policy on crime and community safety , making reports or recommendations to other committees and Court of Common Council
- 1.7 To be responsible for the review and scrutiny of decisions made, or other actions taken, in connection with the discharge by the responsible authorities and other members of the Safer City Partnership of their crime and disorder functions ;
- 1.8 To make reports or recommendations to other committees and to the Court of Common Council with respect to the discharge of those functions; and,

### **2. Partnership Working**

In performing its role, the Committee may consult and involve the local community and other local public, private and voluntary bodies or statutory members of the Community Safety Partnership as per the Crime and Disorder Act 1998<sup>1</sup>.

### **3. Frequency of meetings**

The Committee will meet at least once a year.

### **4. Agenda**

Prior to the meeting of each Scrutiny Committee, the Town Clerk committee services will circulate to all Members of the Scrutiny Committees the Agenda and Reports to be considered by the relevant Scrutiny Committee(s) for which they are Members.

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<sup>1</sup> under section 6 of the Crime and Disorder Act 1998

## **5. Proceedings**

- 5.1 The Town Clerk will support the governance of the Committee with a member of the Governance Team fulfilling the role of clerk of the Committees.
- 5.2 The Standing Orders of the Court of Common Council Rules will apply to the Committee and its proceedings.

## **6. Co-option**

- 6.1 The regulations allow crime and disorder committees to co-opt additional members to serve on the Committee.
- 6.2 The regulations make clear that co-optees, at the discretion of the committee, may or may not be voting members or may restrict these voting rights to particular policy areas.
- 6.3 The Committee can only co-opt someone under the Police and Justice Act regulations if they are employees, officers or members of one of the responsible authorities (as listed in section 5 of the Crime and Disorder Act 1998) or are persons or bodies with whom the responsible authorities have a duty to work. Co-optees cannot be Members of the Court of Common Council.

## **7. Responding to requests**

- 7.1 As part of the crime and disorder scrutiny process, the relevant scrutiny committee will from time-to-time request further information from the Safer City Partnership Strategy Group - performance information, for example.
- 7.2 When asked, the partnership will be under a duty to provide this information within a period of 30 days.

## **8. Information requests and data protection**

The information provided by partnerships must be depersonalised unless the identification of an individual is necessary or appropriate in order for the Committee to properly exercise its powers. The information should also not include information that would be reasonably likely to prejudice legal proceedings or current or future operations of a partner organisation.

## **9. Making, and responding to, recommendations**

- 9.1 If a committee drafts a report or recommendations which have an impact on community safety issues, the following should occur:
- 9.2 Copies of the reports and recommendations and to whom they affect to be sent to the individual Safer City Partnership strategy group partners in accordance with Section 19(7) of the Police and Justice Act 2006.
- 9.3 The relevant partner (or partners) should submit a response within a period of 28 days from the date the report or recommendations are submitted (or if this is not possible as soon as reasonably possible thereafter).

9.4 Following the receipt of the response, the Committee will need to agree with the relevant partner(s) how progress in implementing the recommendations will be monitored.