

Public Protection Committee Annual Effectiveness Report



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1. INTRODUCTION

- 1.1 I am pleased to introduce the second annual effectiveness report for the Public Protection Committee.
- 1.2 The Public Protection Committee (PPC) performs an important and significant role in the Council's overall public protection arrangements. It continues to provide local democratic oversight to key areas including child and adult protection, environmental health and resilience. It also discharges the Council's obligations in terms of the Police and Fire Reform (Scotland) Act 2012.
- 1.3 I continue to seek to bring a collaborative approach to the business of the Public Protection Committee not just with elected members, but with the Aberdeen City Council Directors, Chief Officers, all officers and the Council's partners, including the Scottish Fire and Rescue Service and Police Scotland. I truly value our partners' contribution to the Public Protection Committee. I look forward to strengthening our relationships which are essential as the city looks to deliver the aspirations of the most recently refreshed Aberdeen Local Outcome Improvement Plan.
- 1.4 As Convenor I appreciated the support of council officers in delivering the PPC. I extend my personal thanks to the Police and Fire Service for continuing to keep us safe in these extraordinary difficult and uncertain days.
- 1.5 As Convenor I have strived with the cooperation of the committee to keep public safety at the forefront of all we deliver for the city and the safety of the residents of Aberdeen. All fulfilled colligatively.
- 1.6 We have achieved much in our delivery of council and partnership services.
- 1.7 I remain in hope and trust that we continue to fulfil our public service duty, now, in the future and in the face of this unusual norm of living with covid.

My very best and warm regards

Jennifer



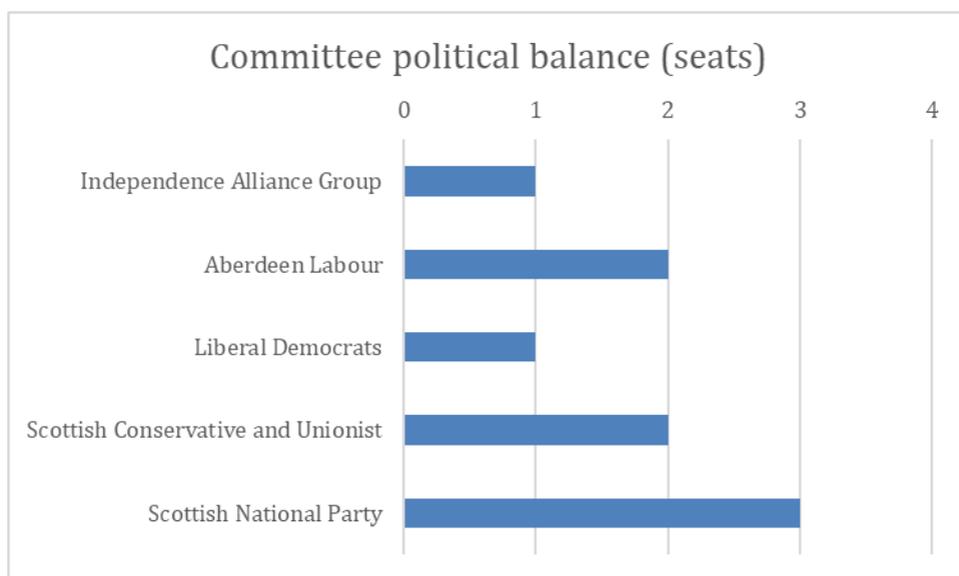
Councillor Jennifer Stewart, Convenor

2. THE ROLE OF THE COMMITTEE

- 2.1** The role of the Committee is to maintain assurance overview of the statutory regulatory duties placed on the Council in certain areas of public protection and on the Scottish Fire and Rescue Service and Police Scotland.
- 2.2** The Committee discharges this function by receiving assurance reports from the respective council services and the Scottish Fire and Rescue Service and Police Scotland.
- 2.3** In March 2020, Council modified the Committee's Terms of Reference to reinforce 'the receiving of assurance' remit. There has been no meeting of the Committee since application of the new Terms of Reference, hence all references in this report relate to the previous Terms.

3. MEMBERSHIP OF THE COMMITTEE DURING 2019/2020

- 3.1** The Public Protection Committee has nine Elected Members.



4. MEMBERSHIP CHANGES

- 4.1** In May 2019, Councillor Al-Samarai replaced Council Alphonse whilst in March 2020 Councillor Allard replaced Councillor Cameron.
- 4.2** The Committee acknowledges the participation of Councillors Alphonse and Cameron and looks forward to working with Councillors Al-Samarai and Allard.

5. MEMBER ATTENDANCE

Member	Total Anticipated Attendances	Total Attendances	Nominated Substitute
David Cameron	5	5	
Alison Alphonse	1	0	Sandy Stuart
Gill Al-Samarai	4	3	Alex Nicoll
Gordon Townson	4	4	
Jennifer Stewart	5	5	
John Wheeler	5	5	
Lesley Dunbar	5	5	
Martin Greig	5	4	Steve Delaney
Ryan Houghton	5	5	
Sarah Duncan	5	4	Ross Grant

6. MEETING CONTENT

6.1 During the 2019/2020 reporting period (29 April 2019 to 30 April 2020), the Committee had 5 meetings and considered a total of 29 reports.

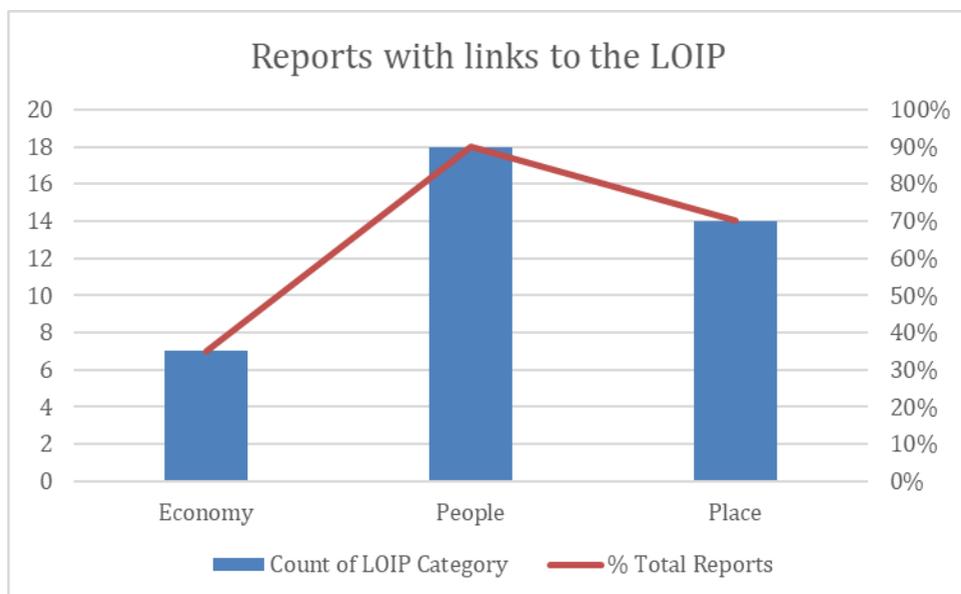
6.2 Terms of Reference

Of the 29 reports received the following table details how the reports aligned to the Terms of Reference for the Committee.

Terms of Reference	Count of Terms of Reference
Purpose of Committee 1.1	1
Purpose of Committee 1.2	2
Purpose of Committee 1.3	1
Remit of Committee 1.1.1	2
Remit of Committee 1.1.2	1
Remit of Committee 1.2	2
Remit of Committee 1.3	1
Remit of Committee 1.5	1
Remit of Committee 2.1	1
Remit of Committee 3.3	1
Remit of Committee 4.1	1
Remit of Committee 4.2	1
Remit of Committee 4.3	1
Remit of Committee 5.1	1
Remit of Committee 5.6	2
Remit of Committee 5.7	1

- 6.3 During the course of 2019/2020 the Public Protection Committee received reports under 17 of its Terms of Reference. This would indicate that the Committee has discharged its role throughout the course of the reporting period and received a broad range of assurance and explanation.
- 6.4 Most of the reports considered related to provision of assurance or service delivery which enhanced the Committee's understanding of methods used to achieve assurance and effectiveness.
- 6.5 The majority of the 31 sections of the Committee's Terms of Reference were discharged throughout the course of the reporting period. This would indicate that the Committee has discharged its role as determined by Council.
- 6.6 There have been no areas where reports were not received.
- 6.7 The majority of reports have fallen under Child and Adult Protection.
- 6.8 **Local Outcome Improvement Plan**

The following table details how the reports had a link to the themes of the Local Outcome Improvement Plan. A report may cover cross over themes.



6.9 Reports and Committee Decisions

The following table details the outcome of the Committee's consideration of the 29 reports presented to it throughout the year.

	Total	% Total Reports
Confidential	0	0%
Exempt	0	0%
Number of reports where the Committee has amended officer recommendations	10	50%
Number and percentage of reports approved unanimously	29	100%
Number of reports or service updates requested by members during the consideration of another report to provide additional assurance and not in forward planner	6	30%
Service update requested	3	15%
Number of decisions delayed for further information	0	0%
Number of times the Convener has had to remind Members about acceptable behaviour and the ethical values of Public Life	0	0%
Number of late reports received by the Committee (i.e. reports not available for inspection by members of the public at least three clear days before a meeting)	0	0%
Number of referrals to Council, or other Committees in terms of Standing Order 33.1	0	0%

6.10 Notices of Motion, Suspension of Standing Orders, Interface with the Public

Number of notices of motion	0
Number of times Standing Orders were suspended and the specific Standing Orders suspended	0
Standing order number (ref)	-
Number of deputations or other indicators of interface with the public, i.e. engagement and social media.	0
Number of petitions considered	0
Number of Members attending meetings of the committee as observers	0
Number of Meetings held by the Convener with other Conveners, relevant parties, to discuss joint working and key issues being raised at other Committee meetings	0

7. TRAINING REQUIREMENTS

- 7.1 No Public Protection Committee specific training was required however other relevant training available to members of the committee during the year included training on the Councillors' Code of Conduct, Effective Decision Making, and 'paper-light' meetings. These training opportunities were designed help members carry out their roles at committee meetings.

8. CODE OF CONDUCT – DECLARATIONS OF INTEREST

- 8.1 No declaration of interest was made by a Councillor during the reporting period. Information in respect of declarations of interest is measured to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision-making.

9. CIVIC ENGAGEMENT

- 9.1 No civic engagement was undertaken specifically around the activity of the Public Protection Committee.

10. OFFICER SUPPORT TO THE COMMITTEE

Officer	Total Anticipated Attendances	Total Attendances	Substitute Attendances
Chief Officer - Governance	4	4	
Team Leader - Governance	1	1	
Chief Officer - Integrated Children's & Family Services	5	4	1
Chief Education Officer	1	1	

11. EXECUTIVE LEAD'S COMMENTS

- 1.1** As part of the Council's aspiration to deliver the CIPFA Governance Mark of Excellence, the Council introduced a system of annual reports for each committee. The first reports were published for the 2018/2019 term and help to provide assurance to Full Council and relevant third parties on the effectiveness of the Council's political governance arrangements. The system of annual reporting also helps to inform the Council's Annual Governance Statement (which forms part of the Council's Annual Accounts) and annual reviews of the Council's Scheme of Governance.
- 1.2** During 2019/2020, the Council achieved the CIPFA Governance Mark of Excellence. It was the first authority in Scotland to achieve this award. External Audit commented that the Council exhibits strong and effective governance. It noted that members robustly challenged and scrutinised management with a clear focus on governance and the communities and citizens members represent.
- 1.3** It should be noted that whilst 50% of reports submitted to the Committee had modifications to the recommendations, these were to additionally record Member's appreciation of the successful delivery of the topic, or to reinforce assurance.

12 NEXT YEAR'S FOCUS

- 12.1** In March 2020, Council approved new Terms of Reference and a further review will be reported to Council in March 2021. Throughout the next reporting year, we will review the Terms of Reference in line with the business submitted to the Committee and reflect on whether any areas require refinement moving forward to ensure the efficient operation of the Committee.
- 12.2** The impact of the Covid-19 pandemic has had an impact on the Council's governance arrangements and control environment. This includes delays to planned audit activity and inspections due to be carried out by regulatory bodies over services that this committee oversees. To manage the impact on the control environment, arrangements were put in place to ensure that the Council was able to effectively manage the new risks to the organisation brought about by the pandemic as well as pre-existing risks. The re-introduction of the Public Protection committee meetings from October will also help to facilitate scrutiny of those service areas which report to the committee.
- 12.3** The pandemic has significantly affected the committee's business planner. During the course of 2020/21, meetings of the Public Protection Committee were cancelled in order to prioritise the response to the pandemic. During the remainder of 2020/21, the committee's business planner will be reset to reflect the impact of Covid-19. This will include new reporting on the impact of the pandemic on those service areas covered by the remit of this committee, including civil contingencies and environmental health. This will provide the committee with an opportunity to receive updates on the Council's response to the pandemic to protect the public of Aberdeen and to monitor the impact of actions taken.

Appendix 1

**Public Protection Committee Terms of Reference
Approved by Council on March 2020**

PURPOSE OF COMMITTEE

To receive assurance on the statutory regulatory duties placed on the Council for:

- Child Protection;
- Adult Protection;
- Consumer Protection and Environmental Health;
- Civil Contingency responsibilities for local resilience and prevention; and
- Building control.

To undertake the Council's duties in relation to the Police and Fire and Rescue Services under the Police and Fire Reform (Scotland) Act 2012.

REMIT OF COMMITTEE

1. Child and Adult Protection

The Committee will receive assurance from the Child and Adult Protection Committees on:

- 1.1 the impact and effectiveness of child and adult support and protection improvement initiatives, including:
 - 1.1.1 delivery of national initiatives and local implications;
 - 1.1.2 learning from significant case reviews;
 - 1.1.3 quality assurance;
 - 1.1.4 training and development; and
 - 1.1.5 local evidence based initiatives;
- 1.2 effective working across child and adult protection; and
- 1.3 statistics relating to the Child Protection Register and the Vulnerable People's Database, whilst noting that it has no remit to challenge entries.

The Committee will also:

- 1.4 receive assurance on the outcome of Council's duty to deliver an effective justice service as determined by statutory inspections;
- 1.5 receive assurance on the Council's compliance with statutory duties in respect of child poverty; and
- 1.6 consider the Chief Social Work Officer's Annual Report

2. Local Resilience

The Committee will:

- 2.1 monitor compliance with the Council's duties relating to resilience and local emergencies; this includes reviewing staffing arrangements and systems for incident management
- 2.2 monitor compliance with the Council's duties relating to the provision of a city mortuary, and its adequacy for supporting the needs of mass fatalities;
- 2.3 receive assurance that services are maintaining and reviewing Business Continuity Plans in accordance with the priorities allocated to them;
- 2.4 receive relevant local, regional and national lessons learnt reports and recommendations in respect of emergency planning matters and monitor their implementation; and
- 2.5 monitor the Council's response to the National CONTEST strategy and associated plans relating to Counter Terrorism.

3. Protective Services

The Committee will:

- 3.1 receive assurance in respect of the Council's performance in relation to Trading Standards, Environmental Health (including the Public Mortuary) and Scientific Services;
- 3.2 receive external inspection and audit reports relating to the above services listed at 3.1; and
- 3.3 receive a summary of findings from statutory sampling and analysis work carried out by or on behalf of the Environmental Health and Trading Standards services to ensure compliance with required standards.

4. Building Control

The Committee will consider reports on:

- 4.1 major incidents and fatal accident inquiries and any resulting impact and responsibilities placed on the Council;
 - 4.2 activity by Building Standards in relation to public safety and dangerous buildings; and
 - 4.3 activity by Building Standards in relation to public safety for unauthorised building work and the unauthorised occupation of buildings.
5. Police and Fire and Rescue Service

In respect of the Council's responsibilities under the Fire (Scotland) Act 2005 and the Police and Fire Reform (Scotland) Act 2012 in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service, the Committee will:

- 5.1 contribute to and comment on the Strategic Police Plan and the Scottish Fire and Rescue Service Strategic Plan when consulted by the relevant national authority;
- 5.2 respond to consultation by the Chief Constable on the designation of a local commander and by the Scottish Fire and Rescue Service on the designation of a local senior officer;
- 5.3 be involved in the setting of priorities and objectives both for the policing of Aberdeen and for the Scottish Fire and Rescue Service in the undertaking of its functions in Aberdeen;
- 5.4 specify policing measures the Council wishes the local commander to include in a Local Police Plan;
- 5.5 approve a Local Police Plan submitted by the local commander and to approve a Local Fire and Rescue Plan (including a revised plan) submitted by the Scottish Fire and Rescue Service;
- 5.6 receive reports on service provision and delivery in Aberdeen and provide feedback to the local commander and the local senior officer;
- 5.7 consider reports, statistical information and other information about the policing of Aberdeen and the undertaking of the Fire and Rescue function in Aberdeen provided in response to the Council's reasonable requests;
- 5.8 agree, with the local commander, modifications to an approved Local Police Plan at any time; and
- 5.9 liaise with the local commander and local senior officer with regard to the undertaking by them of the community planning duties of the Chief Constable and the Scottish Fire and Rescue Service.

Executive Lead: Chief Officer - Governance



CITY COUNCIL
DSD0018/CG&R/BR/19/02/2