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**THE FUTURE OF THE PUBLIC PROTECTION FORUM**

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**Responsible Cabinet Member - Councillor Nick Wallis,  
Sustainable Environment and Climate Change Portfolio**

**Responsible Director - Paul Wildsmith  
Director of Corporate Services**

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**SUMMARY REPORT**

**Purpose of the Report**

1. To consider the future status of the Public Protection Forum.

**Summary**

2. This report provides information on the Public Protection Forum and presents Members with the option to discontinue the Forum.

**Recommendation**

3. It is recommended that the Public Protection Forum be discontinued.

**Reasons**

4. The recommendations are supported in order to ensure that the Council uses effective consultation and engagement options.

**Paul Wildsmith  
Director of Corporate Services**

**Background Papers**

**Public Protection Forum Membership and Constitution**

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BAH

S17 Crime and Disorder	This report has no implications for crime and disorder.
Health and Well Being	There are no issues which this report needs to address.
Sustainability	There are no issues which this report needs to address.
Diversity	There are no issues which this report needs to address.
Wards Affected	The report affects all wards equally.
Groups Affected	Members of the Public Protection Forum
Budget and Policy Framework	This report does not affect the budget or policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision.
One Darlington: Perfectly Placed	The report relates to the appropriate means of considering those issues currently within the remit of the Public Protection Forum but does not directly impact on the delivery of the Sustainable Community Strategy.

## MAIN REPORT

### Background

5. The Public Protection Forum has been in existence for a number of years. Its membership and constitution are attached as Appendix One and its terms of reference as Appendix Two. The forum is chaired by the Cabinet Member with the Sustainable Environment and Climate Change Portfolio, and its membership includes elected members and representatives of various outside bodies.

### Information and Analysis

#### Role Of The Forum

6. The role of the forum is to consider matters relating to:
  - (a) Environmental Health
  - (b) Home and leisure safety
  - (c) Indoor and outdoor markets
  - (d) Trading standards
  - (e) Licensing
  - (f) Crime and disorder
7. The actual terms of reference also list the Attendants and Stewards registration scheme but this is not now relevant as the registration scheme is no longer a Council function.
8. The forum has no delegated powers, is open to the press and public and meets quarterly.
9. A recent review of the effectiveness of the forum highlighted much duplication as highlighted in the table below which lists other bodies that discuss, scrutinise, or are consulted on matters that fall under the terms of reference of the Public Protection Forum.

<b>Subject Area</b>	<b>Discussion/Scrutiny/Consultative Body</b>
Environmental Health	Environmental Forum (pollution issues) Health And Well Being Scrutiny Committee
Home and Leisure Safety	Health And Well Being Scrutiny Committee
Indoor and Outdoor Markets	Town Centre Forum Town Centre Board Officer liaison meetings with market traders
Trading Standards	Safer Communities Forum (under age sales) Police Consultative Committee (under age sales) Health And Well Being Scrutiny Committee
Licensing	Licensing Committee Licensing Sub-Committee Neighbourhood Services Scrutiny Committee Transport Forum (taxis)

Crime and Disorder	Safer Communities Forum Police Consultative Committee
All	Talking Together

### **Conclusion**

11. The level of duplication has lead officers to consider whether the forum is adding significant value to the operation of the Council and having consulted the Chair of the Forum, decided to survey the forum members as to whether it should be disbanded.

### **Outcome of Consultation**

12. All of the 46 members of the Forum were consulted as to its future. Ten replies were received and of these 70% favoured disbanding the Forum.

### **Other Council Forums**

13. A review is to be commenced shortly and reported to Members in a few months on the relationship of other existing Forums to the themed groups of the Local Strategic Partnership which may lead to some further rationalisation.

**PUBLIC PROTECTION FORUM  
MEMBERSHIP AND CONSTITUTION**

**1. Membership**

(a) The Chair and Vice-Chair of Neighbourhood Services Scrutiny Committee; the Cabinet Members with the Sustainable Environment and Climate Change Portfolio; the Chair and Vice-Chair of Licensing Committee; one Liberal Democrat Member; and two Conservative Members.

(b) One representative (or their respective nominees) from each of the following outside bodies:

Durham Constabulary  
Durham and Darlington Fire and Rescue Authority  
Darlington Magistrates Court  
Community Centre/Residents Associations/Panels  
Parish Councils/Parish Council Associations  
Disability Access Group  
Business Community (eg Chamber of Trade/Market Traders/Darlington Business Venture)  
Community Health Council  
Citizens Advice Bureau  
Women's Groups  
Youth Groups/Organisations  
Age Concern/University of the Third Age  
Darlington College of Technology/Queen Elizabeth Sixth Form College  
Registered Stewards/Attendants  
Pubwatch  
Public Entertainment Licence Holders  
Taxi Associations  
Vehicle Inspectorate  
Licence Victuallers Association  
Breweries  
Amusement Arcade Managers  
Consumer Association's/Watchdogs  
Council for Voluntary Service  
National Canine Defence League  
Funeral Directors

(c) Council officers.

## 2. **Quorum**

The quorum for the Forum shall be five provided that at least one of that number is a Councillor appointed at 1(a) above.

## **Duties and Responsibilities**

### 3. To provide a Forum to consider:

- (a) Environmental Health matters
- (b) Home and Leisure Safety issues
- (c) Indoor and Outdoor Markets
- (d) Trading Standards and Fair Trading services
- (e) Licences and Permits issued by the Public Protection Division
- (f) Attendants/Stewards Registration Scheme
- (g) Liquor Licensing
- (h) Crime and Disorder

### 4. **Constitution**

- (a) The Forum shall be known as the Public Protection Forum (referred to hereinafter as 'The Forum').
- (b) The Chair shall be the Cabinet Member with the Sustainable Environment and Climate Change Portfolio.
- (c) The Vice-Chair shall be appointed annually from the representatives of outside bodies.
- (d) In the absence of the Chair and Vice-Chair, a member of the Forum shall be appointed to the Chair for that meeting only.
- (e) The Forum shall normally meet three times in each Municipal Year at the Town Hall, Darlington.
- (f) The composition of the Forum shall be kept under review to ensure that other appropriate organisations, which may be interested, are invited to attend.
- (g) Any changes to named representatives in 1(b) above shall be notified to the Secretary (see sub-section (h) below).
- (h) The Secretary of the Forum shall be the Borough Solicitor.
- (i) Minutes will be taken and submitted to Cabinet.
- (j) Any Member of the Forum shall be entitled to place items in the form of a written report on the agenda for discussion. Any such items shall be forwarded to the Borough Solicitor at least three weeks prior to the date of the meeting.
- (k) The meetings of the Forum shall be open to members of the public and press.

**Terms Of Reference**

<b>BODY</b>	<b>PUBLIC PROTECTION FORUM</b>
<b>POLITICAL BALANCE</b>	5 Labour, 1 Liberal Democrat, 2 Conservative
<b>COUNCIL MEMBERSHIP</b>	Councillor Wallis (Chair), Councillors Barker, Hartley, Mrs D M Jones, Maddison, Nicholson, Nutt and Swift.
<b>CO-OPTEES</b>	Not applicable
<b>OTHER REPRESENTATIVES</b>	<p>Representatives from:</p> <ul style="list-style-type: none"> <li>• Durham Constabulary</li> <li>• Durham and Darlington Fire and Rescue Authority</li> <li>• Darlington Magistrates Court</li> <li>• Community Centre/Residents Associations/Panels</li> <li>• Parish Councils/Parish Council Associations</li> <li>• Disability Access Group</li> <li>• Business Community (eg Chamber of Trade/Market Traders/Community Health Council, Darlington Business Venture, Teesside Small Business Club)</li> <li>• Citizens Advice Bureau</li> <li>• Womens' Groups</li> <li>• Youth Groups/Organisations</li> <li>• Age Concern/University of the Third Age</li> <li>• Darlington College of Technology/Queen Elizabeth Sixth Form College</li> <li>• Registered Stewards/Attendants</li> <li>• Pubwatch</li> <li>• Public Entertainment Licence Holders</li> <li>• Taxi Associations</li> <li>• Vehicle Inspectorate</li> <li>• Licensed Victuallers Association</li> <li>• Breweries</li> </ul>

	<ul style="list-style-type: none"> <li>• Amusement Arcade Managers</li> <li>• Consumer Associations/'Watchdogs'</li> <li>• Council for Voluntary Service</li> <li>• National Canine Defence League</li> <li>• Funeral Directors</li> </ul>
<b>MEMBERSHIP PROTOCOLS</b>	<p>(a) See 'Chair and Vice-Chair', and 'Other Relevant Information' below.</p> <p>(b) Membership shall include Chair/Vice-Chair of Neighbourhood Services Scrutiny Committee; Cabinet Member with Portfolio for Sustainable Environment and Climate Change; and Chair and Vice-Chair of Licensing Committee.</p>
<b>QUORUM</b>	Five, provided that at least one of their number is a Councillor
<b>SUBJECT TO ACCESS TO INFORMATION</b>	Meetings are open to the public and press and the principles of Access to Information are followed wherever possible.
<b>DELEGATED POWERS (if appropriate)</b>	Not applicable
<b>TERMS OF REFERENCE</b>	<p>To provide a forum to consider the following:</p> <p>(a) Environmental Health matters.</p> <p>(b) Home and Leisure Safety issues.</p> <p>(c) Indoor and Outdoor Markets.</p> <p>(d) Trading Standards and fair Trading Services.</p> <p>(e) Licences and Permits issued by Public Protection Division, Department of Development and Environment.</p> <p>(f) Attendants/Stewards Registration Scheme.</p> <p>(g) Liquor Licensing.</p> <p>Crime and Disorder.</p>



<p><b>CHAIR AND VICE CHAIR</b></p>	<p>(a) The Cabinet Members with the Sustainable Environment and Climate Change Portfolio shall be the Chair of the Forum.</p> <p>(b) The Vice-Chair of the Forum shall be appointed annually from the representatives of outside bodies.</p> <p>(c) In the absence of the Chair and Vice-Chair, a member of the Forum shall be appointed to the Chair for that meeting only.</p>
<p><b>OTHER RELEVANT INFORMATION</b></p>	<p>(a) The Forum shall be known as the Public Protection Forum (referred to hereinafter as ‘The Forum’).</p> <p>(a) The Forum shall meet three times in each Municipal Year.</p> <p>(b) That decision-making be consensus.</p> <p>(c) The Director of Development and Environment shall, in consultation, with the Cabinet Member with the Community Protection Portfolio, keep the composition of the Forum under review to ensure that other appropriate organisations which may be interested are invited to attend.</p> <p>(d) Any changes in representation shall be notified to the Secretary (see sub-section (f) below).</p> <p>(e) The Secretary of the Forum shall be the Borough Solicitor.</p> <p>(f) Minutes will be taken and submitted to Cabinet.</p> <p>(g) Any Member of the Forum shall be entitled to place items in the form of a written report on the agenda for discussion. Any such items shall be forwarded to the Borough Solicitor at least three weeks prior to the date of the meeting.</p>