


|    |         | <b>AGENDA ITEM NO.</b>   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
|---|---------|--|--|------------|---------|-----|------------------|----|--|------------------|----|--|-------------------|-----|---------------------|-------------------|----|--|---|----|--|--|----|--|------------------|----|--|---------------------|----|--|--------------------|----|--|-----------|----|--|----------------|----|--|------------------|----|--|
| <b>Report Cover Sheet</b>   |         |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Name of Meeting:</b>   |         | Employment Committee   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Date of Meeting:</b>   |         | June 25 <sup>th</sup> , 2007   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Report Title:</b>  |         | Community Safety Officer   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Summary of report:</b>   |         | To confirm a new fixed term post to March 2010.  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>For Further Information Please Contact (report author):</b>  |         | Pete Cutts Community Safety Manager<br>X 6021 <a href="mailto:pete.cutts@warwickdc.gov.uk">pete.cutts@warwickdc.gov.uk</a> |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Would the recommended decision be contrary to the Policy Framework:</b>  |         | No   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Would the recommended decision be contrary to the Budgetary framework:</b>   |         | No   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Wards of the District directly affected by this decision:</b>  |         | None   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Key Decision?</b>  |         | No   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Included within the Forward Plan?</b>  |         | No   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Is the report Private &amp; Confidential</b>   |         | No   |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Background Papers:</b>   |         | Yes  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <b>Consultation Undertaken</b>  |         |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.  |         |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| <table border="1"> <thead> <tr> <th>Consultees</th> <th>Yes/ No</th> <th>Who</th> </tr> </thead> <tbody> <tr> <td>Other Committees</td> <td>No</td> <td></td> </tr> <tr> <td>Ward Councillors</td> <td>No</td> <td></td> </tr> <tr> <td>Portfolio Holders</td> <td>Yes</td> <td>Cllr Michael Kinson</td> </tr> <tr> <td>Other Councillors</td> <td>No</td> <td></td> </tr> <tr> <td>Warwick District Council recognised Trades Unions</td> <td>No</td> <td></td> </tr> <tr> <td>Other Warwick District Council Service Areas</td> <td>No</td> <td></td> </tr> <tr> <td>Project partners</td> <td>No</td> <td></td> </tr> <tr> <td>Parish/Town Council</td> <td>No</td> <td></td> </tr> <tr> <td>Highways Authority</td> <td>No</td> <td></td> </tr> <tr> <td>Residents</td> <td>No</td> <td></td> </tr> <tr> <td>Citizens Panel</td> <td>No</td> <td></td> </tr> <tr> <td>Other consultees</td> <td>No</td> <td></td> </tr> </tbody> </table> |         |  |  | Consultees | Yes/ No | Who | Other Committees | No |  | Ward Councillors | No |  | Portfolio Holders | Yes | Cllr Michael Kinson | Other Councillors | No |  | Warwick District Council recognised Trades Unions | No |  | Other Warwick District Council Service Areas | No |  | Project partners | No |  | Parish/Town Council | No |  | Highways Authority | No |  | Residents | No |  | Citizens Panel | No |  | Other consultees | No |  |
| Consultees  | Yes/ No | Who  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Other Committees  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Ward Councillors  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Portfolio Holders   | Yes     | Cllr Michael Kinson  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Other Councillors   | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Warwick District Council recognised Trades Unions   | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Other Warwick District Council Service Areas  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Project partners  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Parish/Town Council   | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Highways Authority  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Residents   | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Citizens Panel  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |
| Other consultees  | No      |  |  |            |         |     |                  |    |  |                  |    |  |                   |     |                     |                   |    |  |   |    |  |  |    |  |                  |    |  |                     |    |  |                    |    |  |           |    |  |                |    |  |                  |    |  |

|  |                              |                |
|--|------------------------------|----------------|
| <b>Officer Approval</b>  |                              |                |
| With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services. |                              |                |
| <b>Officer Approval</b>  | <b>Date</b>                  | <b>Name</b>    |
| Relevant Director(s)   | May 15 <sup>th</sup> , 2007  | Craig Anderson |
| Chief Executive  | May 15 <sup>th</sup> , 2007  |                |
| CMT  | May 15 <sup>th</sup> , 2007  |                |
| Section 151 Officer  | n/a                          |                |
| Legal  | n/a                          |                |
| Finance  | April 4 <sup>th</sup> , 2007 | Mike Snow      |
|  |                              |                |
| <b>Final Decision?</b>   |                              | Yes            |
| <b>Suggested next steps (if not final decision please set out below)</b>   |                              |                |
|  |                              |                |

**TO: EMPLOYMENT COMMITTEE – JUNE 25TH 2007**

**SUBJECT: COMMUNITY SAFETY OFFICER**

**FROM: COMMUNITY SAFETY MANAGER**

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**1. RECOMMENDATION(S)**

- 1.1 To approve the creation of the above full time fixed-term post.

**2. REASONS FOR RECOMMENDATION(S)**

- 2.1 The service is over reliant on the only mainstreamed post. This is the lowest staffed community safety team in Warwickshire.
- 2.2 The demands on community safety have increased considerably with advent of Safer Neighbourhoods, a planned merger of the South Warwickshire Crime & Disorder Reduction Partnerships and action planning required by the Home Office to address three year British Crime Survey performance issues.

**3. ALTERNATIVE OPTIONS CONSIDERED**

- 3.1 The alternative option is to continue over-relying on one officer and use part of the community safety budget and Safer & Stronger Communities Funding to jointly fund fixed term posts but this approach leaves gaps. When the contract for the Building Safer Communities Project Manager ended in June 2005 his financial and project management duties had to be covered by the Community Safety Manager.
- 3.2 These fixed term posts are partnership posts and it is not possible to pass any of the corporate workload to them which again erodes the time available to the Community Safety Manager. When the Community Safety Manager is away from the office there is no cover for his duties.

**4. BUDGETARY FRAMEWORK**

- 4.1 The community safety budget (4360-5770) in 07/08 is £34,100. Commitments will be in the region of £8,000 as Warwickshire County Council has committed to cover a previous contribution of £7,000 made to the provision of a Neighbourhood Watch Officer. This leaves around £26,000 for a post.
- 4.2 The post has been graded E1 by the HAY panel. The calculation in appendix 1 assumes a continuing growth in the community safety budget in line with any increase in salary costs (approximately 3%). If the post-holder starts on the bottom of the grade commencing August then only 66% of the cost will be incurred in 07/08. This leaves £7,703 and if this can be carried over in years one and two and we can get a full time post up to March 31<sup>st</sup>, 2010.

## **5. POLICY FRAMEWORK**

- 5.1 Community safety is a stated priority in the Corporate Strategy 2003 -2007 *creating a safer environment (CO3)*. There are four headline priorities in the current Crime, Disorder & Drugs Misuse strategy (2005-2008) and this authority is the lead agency on Communities & Fear of Crime.

Pete Cutts  
Community Safety Manager

### **BACKGROUND PAPERS**

None

**For further information about this report please contact:**

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Tel: (01926) 456021 (Direct Line)  
E-Mail: [pete.cutts@warwickdc.gov.uk](mailto:pete.cutts@warwickdc.gov.uk)

## **6. BACKGROUND**

- 6.1 Community Safety is the generic term for the statutory responsibilities placed on this authority within the Crime & Disorder Act (1998). The duty is to work in partnership with the Police, County Council, Police Authority, Fire & Rescue Service and Primary Care Trust to undertake audits and to develop and implement strategies to tackle crime and disorder and the misuse of drugs in their area.
- 6.2 The Safer Neighbourhoods Initiative confirms elected members as chairs of 8 Areas and they will be accountable to their constituents through action plans and meetings for resolving crime, disorder and anti-social behaviour.