

JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE**Tuesday, 8th April, 2014**

Present:-

Councillor Burrows (Chair)

Councillors	Blank	King
	Elliott	McManus
	Gibson	Russell
	Gilby	Serjeant
	Higginbottom	
Non Voting	Brown	Hollingworth
Members	Hill	Huckle

*Matters dealt with under Executive Powers

**30 DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations were received.

31 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Fanshawe, Ludlow, Simmons and Martin Stone.

32 MINUTES**RESOLVED –**

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 25 March, 2014 be approved as a correct record and signed by the Chair.

33 REVIEW OF FLEET AND FACILITIES MANAGEMENT

The Housing Services Manager – Operational Services Division submitted a report seeking approval to centralise the management of the Council's vehicle fleet, and to appoint a Fleet and Facilities Manager and

Assistant who would be responsible for the corporate management of the Council's vehicle fleet.

A review of the working arrangements at the Operational Services Division (OSD) had been undertaken following the retirement of the OSD Fleet and Facilities Officer. The number of vehicles managed by the OSD, and by other Council staff, had been quantified. An updated database for all Council vehicles had been produced and would be useful to other Council staff, including insurance specialists.

To streamline processes and provide a more efficient vehicle management service, it had been suggested that all vehicles leased or owned by the Council be managed by a full-time Fleet and Facilities Manager, who, with a full-time assistant, would also be responsible for managing the OSD depot at Stonegravel.

The relocation of Environmental Services to the OSD depot would bring all the vehicles this service used to this central location.

Centralised vehicle and facilities management would enable high standards for health and safety, security and vehicle maintenance to be achieved.

Savings could be made through procurement of new vehicles, fuel purchase and short-term vehicle hire. It was also expected that centralising vehicles would enable Council vehicles to be used instead of hired vehicles when a vehicle was needed at short notice, resulting in further savings.

The Fleet and Facilities Manager would be required to develop a Fleet and Facilities Management Strategy and Action Plan, to deliver further savings. Efficiency savings were expected to cover the increased costs of employing two staff instead of one.

A Code of Practice for vehicle management had been developed by the Transport Working Group that had overseen the preparation to centralise all Council vehicles at the OSD depot.

***RESOLVED –**

1. That the existing post of Operational Services Division (OSD) Fleet and Facilities Officer be deleted from the establishment, and a new post of Corporate Fleet and Facilities Manager be established.
2. That a new post of Corporate Fleet and Facilities Assistant be established.
3. That corporate fleet management be based at Housing Services – Operational Services Division (OSD) under the overall responsibility of the OSD Manager.
4. That corporate budgets for fleet management are made the responsibility of the Corporate Fleet and Facilities Manager and the OSD Manager.
5. That the OSD Manager be authorised to make appointments to the vacant posts of Corporate Fleet and Facilities Manager and Corporate Fleet and Facilities Assistant.

REASON FOR DECISION

The fleet will be fully compliant with all health and safety requirements and managed from an improved central base under the direction of a professionally qualified fleet manager and assistant.

34 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC**RESOLVED –**

That under Regulation 21 (1)(b) of the Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A to the Local Government Act 1972 – Paragraphs 1 and 3, on the grounds that they contained information relating to any individual, and information relating to the financial or business affairs of the authority.

35 **OVERVIEW AND SCRUTINY COMMITTEE RECOMMENDATIONS TO CABINET ON THE ANTI-SOCIAL BEHAVIOUR REVIEW**

The Co-Chair of the Overview and Scrutiny Committee presented the recommendation on the Corporate Anti Social Policy Review made by the Overview and Scrutiny Forum at its meeting on 12 December, 2013.

The Scrutiny Forum had studied the business case put forward by the Project Board for the four options for arrangements for ASB management in the private sector. It had agreed to recommend support for option 2(b) (employment of a 0.6 FTE) case worker to deal with ASB in the private sector.

***RESOLVED –**

That the recommendation made by the Overview and Performance Scrutiny Committee on the Corporate Anti Social Behaviour Review be noted.

36 **REVIEW OF THE COUNCIL'S ANTI SOCIAL BEHAVIOUR MANAGEMENT ARRANGEMENTS FOR THE PRIVATE SECTOR**

The Policy Manager submitted a report on the Review of the Council's Anti-Social Behaviour (ASB) Management Arrangements for the Private Sector.

Changes in Government guidance had delayed the production of this report, and new Council savings targets had also reduced the budget for funding any new ASB post.

This report recommended staffing changes to enable the effective delivery of the current ASB Policy, improving services to victims of ASB in private sector housing, and in public or private 'open space'.

The proposed staffing structure would be part of the Council's preparation for the Anti-Social Behaviour, Crime and Policing Bill (expected to come into force during 2014).

The report provided details of the Council's ASB Policy, adopted by the Council in 2010. It was expected that the ASB, Crime and Policing Act would lower the threshold for ASB action, resulting in a need to update the ASB Policy.

Current differences in response by the Council to ASB by Council tenants, by people in private sector accommodation, and in public spaces were highlighted. The intention was to bring ASB policy for ASB in the private sector, and in public open spaces around the Borough, up to the same standard as the response to ASB already provided by the Housing service.

By adopting a corporate approach, it would be possible to lower the threshold for action on ASB in all housing sectors, and in open spaces, increasing the Council's responsiveness to any reported problems. Staff would be encouraged to share expertise and to work together to resolve ASB issues.

Guidance would be given to Members of Council, and publicity about the Council's policy on ASB would be provided, so that the public were aware of the service available.

The report outlined the financial considerations considered when proposing changes in the ASB staffing structure, including the need for the Council to make further budgetary savings, and the possibility of obtaining funding from the Police and Crime Commissioner.

It was recommended that the budget for this post be transferred from Housing Services to the Community Safety Partnership, to fund the increased responsibility being taken by the Community Safety Unit.

It was suggested that the staffing and funding arrangements be subject to further review when the impacts of the new Act could be assessed.

The positive assistance given by the Overview and Performance Scrutiny Forum was acknowledged.

***RESOLVED –**

1. That the Safer Neighbourhoods Officer Post be deleted from the establishment.
2. That option 4 (service restructure) be taken forward. This will include a review of the activities undertaken by the Chesterfield Community Safety Partnership using Lean principles in order to develop capacity for the new responsibilities.

3. That, subject to obtaining Police and Crime Commissioner Funding, option 2b (0.5 FTE ASB Officer) be approved, and that the recruitment process for the 0.5 FTE ASB officer takes place on a fixed term two year contract.

4. That on completion of either the review, as at paragraph 16.2 of the report, and/or the recommendation at paragraph 16.3 of the report, the responsibility for 'private sector' ASB management be transferred from the Neighbourhoods Team in Housing Services to the Community Safety Unit.

5. That the 'Private Sector' ASB budget be transferred from Housing Services to the Community Safety Unit, and that the budget be reviewed and assessed against the new requirements within the Anti-Social Behaviour, Crime and Policing Act during 2015/16.

6. That the Neighbourhoods Team and Community Safety Unit continue to work in partnership to deliver effective ASB management.

REASONS FOR DECISIONS

1. To respond to the ASB challenges highlighted by the ASB Review.
2. To prepare for the new provision and responsibilities within the Anti-Social Behaviour, Crime and Policing Act (2014).