

**REPORT OF SERVICE DIRECTOR ACCESS AND PUBLIC PROTECTION
AND SERVICE DIRECTOR COMMUNICATIONS AND MARKETING POLICY,
PLANNING AND CORPORATE SERVICES****MERGER OF COMMUNITY SAFETY AND TRADING STANDARDS TEAMS****Purpose of the Report**

1. To seek approval of Members for merging the Community Safety Team with Trading Standards to form a new service within Public Protection – Trading Standards and Community Safety.

Information and Advice**Background**

2. The Community Safety Outline Business Case, developed in Autumn 2013, contained the following proposals:
 - Redesign the function to reduce management costs
 - Public Health to pick up policy lead and costs for domestic violence work
 - Disestablishment of Safer and Engaged Communities Group and Group Manager post
 - Consider realignment of Community Safety Team with Public Protection
 - Reduction of commissioning budget but retaining enough to maintain influence and community leadership role for Members and Community Safety Committee.
3. With the first three elements of the OBC having been agreed, the potential realignment of Community Safety with Trading Standards in Adult Social Care, Health and Public Protection has been a priority. This merger also brings all services reporting to Community Safety Committee together into one service area.
4. The work of the two areas has always been very closely linked, with the work of the Trading Standards Service making significant contributions to improve Community Safety across a range of areas that are priorities for residents.

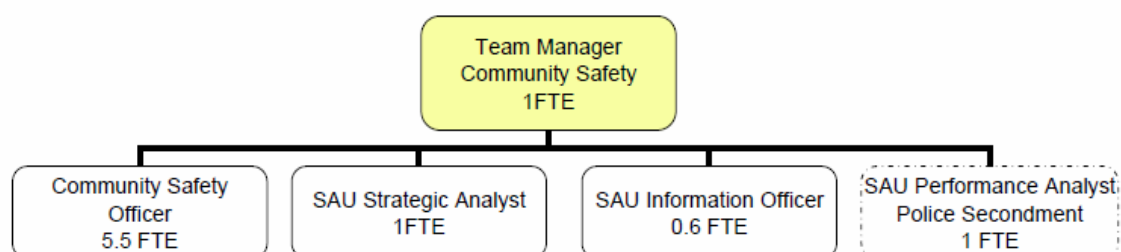
Examples include;

- Doorstep Crime and Distraction Burglary

- Underage Sales – alcohol, solvents,
 - Safeguarding the vulnerable from crime – includes work in the Multi-Agency Safeguarding Hub
 - Mass Marketing Scams
 - Illegal Money Lending
 - Environmental Weight limit enforcement
 - Novel Psychoactive Substances (“Legal Highs”)
5. Prior to the restructuring of the Authority in 2011, the two areas sat within the same division in the old Communities department. Whilst being located in two departments has not been detrimental to effective working relationships, bringing the two services back together will not only make significant costs savings, but will improve the outcomes for Nottinghamshire residents as the structure by design would allow for far closer collaboration.
 6. The model outlined in this report is common elsewhere. The Trading Standards Services in a number of other County Councils for example Lincolnshire, Suffolk, Oxfordshire currently host the Community Safety functions and recognise the benefits that brings.

Current Structure

7. Since July 2012, an acting-up Temporary Group Manager has reported directly to the Service Director, Communications and Marketing. The substantive Team Manager post has been vacant.



NB: There is also 1.0FTE Business Support Administrator post. There are now only 4.5 FTE CSO posts, following a 1.0FTE transfer to Public Health to lead on Domestic Violence.

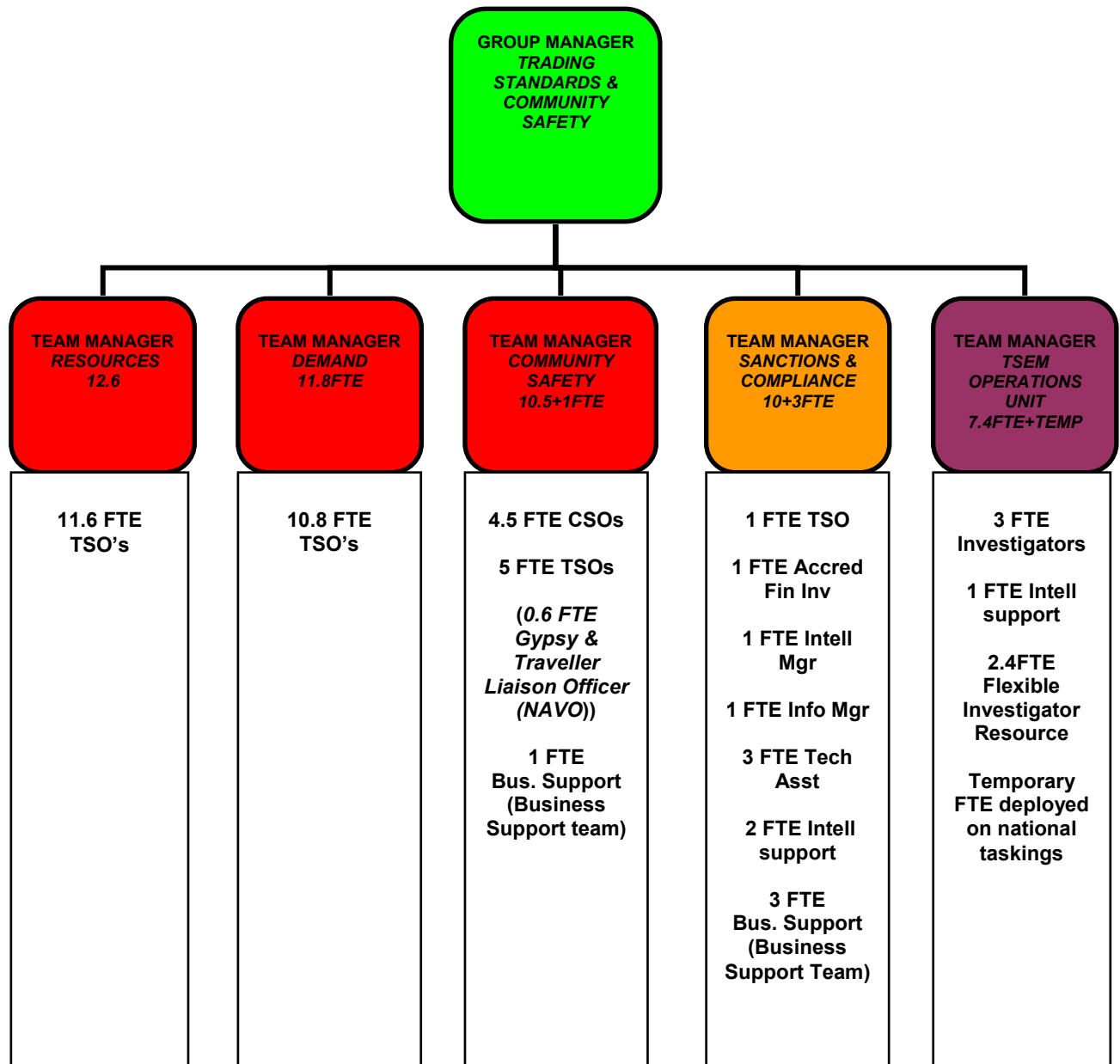
8. The Voluntary Redundancy of the current Temporary Group Manager, Safer and Engaged Communities provides the opportunity for a sensible realignment of the service with Trading Standards and will further reduce overall costs on an on-going basis.

Proposed Structure

9. To improve the outcomes from the proposed merger of the areas, it is important that the day to day work of both is integrated.

10. The structure below was designed and recommended by the Trading Standards Management Team and the Temporary Group Manager for Safer and Engaged Communities. The Community Safety team members also felt the merger with Trading Standards was the preferred option.
11. The responsibility for the 0.6FTE Gypsy and Traveller Liaison post hosted by NAVO, will transfer from Policy and Performance in Policy, Planning and Corporate Services, to the new Trading Standards and Community Safety Team.

TRADING STANDARDS & COMMUNITY SAFETY



12. The structure shows a new team called Community Safety created at the heart of the Trading Standards Service. This is comprised of those currently working for the existing Community Safety team, plus some Trading Standards specialist resource, but led by one of the current Trading Standards Team Managers. This model leads to a deeper and more fruitful relationship for our residents.
13. The lead Trading Standards Officers for Doorstep Crime, Age Restricted Sales and Safeguarding have been located in the Community Safety team as these areas have the strongest synergy. By working closely together we believe that improvements for our communities can be realised whilst reducing costs.
14. Further, the Trading Standards Service has committed 0.7FTE Team Manager role (£38.4k) to manage the Community Safety function (this would effectively be a further saving to the £487k already proposed in the next 2 financial years).

Budget Management

15. Regarding budget management, the Community Safety budget has retained the multiple Cost Centres previously employed, thereby ensuring transparency of the Authority's distinct spend on the area. This currently happens with the TSEM Operations Unit budget, and the individual projects for which it is the delivery platform.
16. An initial comparison between the budgets of the two areas has highlighted a number of potential areas for exploration where the current Trading Standards operating model has lower unit costs. It is therefore believed further efficiency savings with regards to operating costs may well be released in the longer term by the move.

Timetable

17. The Voluntary Redundancy of the Team Manager, Community Safety, went through at the end of March 2013, which means that some decisions have been taken in terms of ensuring required reports are completed for appropriate Committees and staff consulted effectively and prepared for what could be significant changes. The VR will also result in salary cost savings of £55K in the budget for 2014/15.

Induction

18. With the outline business case (OBC) for the merger already agreed in principle at the 27th February full council meeting, a thorough two-way induction was undertaken, with the Community Safety Team being inducted into Trading Standards and ASCHPP, and Trading Standards managers and staff having a detailed induction around the Community Safety service and the work the Team does.

19. The most crucial part of the induction was with the Team Manager in Trading Standards, who took on managerial responsibility for the Team and the service from 1/4/14.

Consultation

20. A consultation was undertaken with both the Community Safety Team and the Trading Standards staff.

Other Options Considered

21. Retaining Community Safety in PPCS would not have enabled the cost savings of the OBC to be recouped or the improved synergy between services to take place.

Reason/s for Recommendation/s

22. The main reasons are as follows:

- The overall background of the cost savings that this merger will provide is outlined clearly in the OBC, which was agreed at the Full Council meeting on 27th February 2014.
- As the County Council moves towards a more functionally-based approach to service delivery, this merger should provide a good example of what this means in practice.
- Bringing all those services that report into Community Safety Committee into one service area is advantageous.

Statutory and Policy Implications

23. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Crime and Disorder Implications

24. Crime and disorder implications are covered in the body of the report.

Financial Implications

25. The Voluntary Redundancy of the Community Safety Team Manager will save £55,000 including on-costs.

RECOMMENDATION/S

- 1) It is recommended that Members approve the merger of Community Safety with Trading Standards, as outlined in the OBC agreed at the full Council meeting on 27th February 2014 and as detailed in this report.

Paul McKay, Service Director Access and Public Protection

Martin Done, Service Director Communications and Marketing Policy, Planning and Corporate Services.

Constitutional Comments (LM 17/04/14)

26. The Community Safety Committee has authority to consider and approve the matters in this report by virtue of its terms of reference.

Financial Comments (KAS 14/04/14)

27. The financial implications are contained within paragraph 24 of the report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Outline Business Case (B30) “Community Safety” – report to Full Council – 27 February 2014 (published) and minutes of that meeting (published).

Electoral Division(s) and Member(s) Affected

- All