



## **DRAFT** PORTFOLIO HOLDER DECISION NOTICE

### **PROPOSED** INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR COMMUNITIES, SAFETY AND PUBLIC HEALTH

#### TOPIC – COMMUNITIES, SAFETY AND PUBLIC HEALTH PORTFOLIO PLAN 2012/13

#### **PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed request, the Leader may require the matter be referred to Cabinet for determination.

**If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Committee Administrator by 5.00pm on Friday 20 April 2012.**

#### **Contact Officer:**

Jen Anderson, Assistant Director for Active Communities Tel 01962 848 592,

Email: [janderson@winchester.gov.uk](mailto:janderson@winchester.gov.uk)

#### **Committee Administrator:**

Nancy Graham, Tel: 01962 848 235, Email: [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk)

#### **SUMMARY**

Approval is sought for the attached Communities, Safety and Public Health Portfolio Plan 2012/13.

The concept of producing Portfolio Plans was approved by Cabinet as part of the Change Plans 2012/13: Consultation Draft report ([CAB2249](#), 9 November 2011 refers).

Positioned alongside the four Change Plans which capture only the most significant actions to which the Council is committed, the Portfolio Plans include many of the other actions, though less significant that still contribute to the overall delivery of the three outcomes included in the Community Strategy and the Council's own outcome to be an "Efficient and Effective Council".

Portfolio Holders will be responsible for monitoring the actions included in their respective Portfolio Plan through their regular discussions with the relevant Heads of Team.

### **PROPOSED DECISION**

That the Communities, Safety and Public Health Portfolio Plan 2012/13 be approved as attached at Appendix 1.

### **REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The attached Portfolio Plan forms part of a suite of Plans with one for each Portfolio Holder. Each Plan includes the significant actions put forward by Heads of Teams that have not been included in relevant Change Plans which were approved by the Council in January 2012.

### **RESOURCE IMPLICATIONS**

The resources allocated to the delivery of individual actions are largely contained within existing resources commitments for individual teams as part of the budget setting process. However, where insufficient resources are available, including either capital or revenue funding, this may be the subject of a future growth bid which will require appropriate Member approval before the project can be progressed.

### **CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION**

The Portfolio Holder for Communities, Safety and Public Health has been consulted on the projects included in the attached Portfolio Plan.

### **FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

N/A

### **DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

N/A

### **DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

N/A

**Approved by: (signature)**

**Date of Decision**

**Councillor John Cooper**

**Portfolio Holder for Communities, Safety and Public Health**

## Communities, Safety and Public Health



### Community Safety Team

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.01 Integrated Offender Management (IOM) Scheme	IOM (Integrated Offender Management): New joined up approach to the management and rehabilitation of offenders drawing on a wide range of community resources and networks.	Reduced levels of re-offending and better long term outcomes for offenders.	Maintain partnership links with local support services to reduce the risk of offending, e.g. community workers, HOMER (Hampshire Operational Model for Effective Recovery) Winchester, Trinity Centre etc.	31-Mar-2012	01-Apr-2013	Head of Community Safety
			Maintain partnership links with local support services to reduce the risk of offending, e.g. community workers, HOMER Winchester, Trinity Centre etc.	29-Mar-2013		
			Re-offending in this quarter.	29-Mar-2013		
			Offenders who are out of prison and currently being managed by the IOM scheme.	30-Mar-2013		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.03 Further Development of a Neighbourhood Management Team for the District	1) Explore opportunities for savings through better co-ordination of area enforcement officers across WCC services. 2) Launch an enhanced neighbourhood management service 3) Identify field based recording/tracking mechanisms within the council that could be utilised by the new Neighbourhood Management Team as a first response service	1. More efficient and effective services with greater impact leading to better outcomes for communities. 2. Improved resident satisfaction within their local environment.	Identify geographical responsibilities for the Neighbourhood Management Team	30-Mar-2012	31-Mar-2013	Head of Community Safety
			Report to CMT, Leaders Board and Cabinet about the results of the current review of services linked to the development of a Neighbourhood Management Team.	30-Mar-2012		
			1. Put in place a field based recording/tracking mechanism that links back to WCC. 2. Put in place a process for deploying first response team	31-May-2012		
			1. Put in place an operational protocol between services within the City Council. 2. Launch a Neighbourhood Management Pilot that provides a First Response service to the district.	29-Jun-2012		
AC/004.3a Enforcement powers for the NHW team	Develop an enforcement role for specialist officers within the neighbourhood warden team	Specialist Officers within the NHW team will use enforcement powers to tackle fly tip, litter and other appropriate issues	Cabinet approval requested.	30-Mar-2012	28-Sep-2012	Head of Community Safety
			Council authorisation, Policy and Legal requirements will be	31-May-2012		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
			in place.			
			Put in place a communication plan that manages public expectations of an enforcement role.	31-May-2012		
			Risk assessment undertaken, risks identified and management procedure in place.	31-Jul-2012		
			Fixed Penalty Notices (FPNs) - ticket books and the payment process in place.	28-Sep-2012		
			Training for relevant officers provided as a refresh.	28-Sep-2012		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.3d Launch a Priority Monitoring Pilot for out of hours noise complaints	Launch the priority monitoring pilot for out of hours noise complaints between the Police, Accredited Community Safety Officers (ACSO's) and Environment team.	The provision of a partner monitoring service that responds to the top 3 noise complaints raised at the CTCG process: 1. The Police and ACSO's to provide an out of hours service that responds to those highlighted by the environment team 2. The use of professional witness statements where appropriate 3. The use of enforcement legislation where appropriate	Identify the top 3 addresses that are subject to complaints being made about them via the Community Tasking and Coordinating Group (CTCG) process in relation to out of hours noise complaints. Quarterly updates to be provided for CTCG.	31-Mar-2012	31-Mar-2012	Head of Community Safety
AC/004.3e Encourage Students to engage with local community representatives	Encourage students to become involved in local engagement opportunities: 1. Encourage students to take part in a CREW/environment event 2. Identify individuals from the student population who are willing to be representative of their peer group in Stanmore	Students to become more integrated within the community they reside in by undertaking a variety of activities.	Continue to work in partnership with the Student Union to agree projects that their volunteers can be involved in.	29-Mar-2013	29-Mar-2013	Head of Community Safety
			The Crime Reduction Environment Week (CREW) /environment events are planned with start dates allocated e.g. Big Spring Clean and the University Environment week.	29-Mar-2013		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.3f Improve the environment of Stanmore and Winnall	Co-ordinate a number of activities that ensure Winnall & Stanmore environmental issues are being tackled: 1. Arrange clean up events 2. Work with RSL's to encourage their tenants to keep gardens tidy 3. Make contact with those whose gardens are persistently untidy e.g. door knocks, letters & partnership working 4. Launch Love Where you Live	The residents of Stanmore will see a marked improvement in the environment.	Undertake education and enforcement in relation to parking and dog fouling issues in Stanmore, Winnall and Highcliffe.	22-Mar-2013	31-Mar-2013	Head of Community Safety
			Launch the 'Love Where You Live Campaign' in Winnall & Stanmore and undertake themed events throughout the year.	29-Mar-2013		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.3g 7) Address a range of issues linked to Houses in Multiple Occupation (HMO) at Stanmore	Seek further opportunities to identify and address issues in Stanmore, ranging from out of hours noise to integration of student community through neighbourhood volunteering projects	<ul style="list-style-type: none"> <li>- Improved resident satisfaction with the local environment</li> <li>- Improved relations between students and other residents</li> </ul>	1. Door to door introductions and letter drops undertaken by partnership officers for new residents moving to the area. 2. Joint Operation undertaken to provide early intervention and awareness about noise nuisance for new residents.	31-Oct-2012	31-Mar-2013	Head of Community Safety
			Freshers Fayre: Promote the 'Good Neighbourhood Scheme' by attending Freshers Fayre.	31-Oct-2012		
			1. Provide private Landlords with a downloadable sheet to be attached to their tenancy agreements which outline their tenants responsibility in relation to the 'Good Neighbourhood Scheme'.	31-Jan-2013		



Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.3g1 Launch a Priority Monitoring Pilot for out of hours noise complaints	Launch the priority monitoring pilot for out of hours noise complaints between the police, ACSO and Environment team.	The provision of a partner monitoring service that responds to the top 3 noise complaints raised at the CTCG process: 1. The police and ACSOs to provide an out of hours service that responds to those highlighted by the environment team 2. The use of professional witness statements where appropriate 3. The use of enforcement legislation where appropriate	Identify the top 3 addresses who are subject to complaints being made about them via the CTCG process in relation to out of hours noise complaints. Quarterly updates to be provided for CTCG.	31-Mar-2012	31-Mar-2012	Head of Community Safety
AC/004.07 Coordinate the use of surveys in relation to Health, sport and crime.	Develop a process that allows a joined up approach in the delivery of surveys related to health, sport and crime.	Surveys will be undertaken in a collective way.	Undertake a comparable survey to 2011 as part of the strategic assessment refresh using survey monkey.	29-Jun-2012	03-Sep-2012	Head of Community Safety
			Identify CSP priorities for 2012/13 using the results of the survey and the police strategic assessment.	31-Jul-2012		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/004.10 Further develop processes/protocols in relation to ASB	1) Develop a process that activates first warning letters. 2) Identify and monitor action taken for the top three repeat callers and vulnerable victims of ASB	Those coming to the attention of partnership agencies will be subject to the early warning system, thereby reducing incidents of ASB and the need for further intervention/enforcement.	Identify and monitor each quarter; the action being taken on behalf of the top three vulnerable/repeat callers of ASB.	31-Mar-2012	31-Mar-2013	Head of Community Safety
			Pilot the new warning system.	31-Mar-2012		
			Provide a briefing paper for members and external partners about the new tools and powers being made available by new ASB legislation.	31-Oct-2012		
			Draft a new ASB policy in relation to changes in the current legislation which aim to address ASB.	22-Jan-2013		

**Health & Community Wellbeing Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/001.4 Village Information and Service	VISA Pilots: Establish volunteer information providers to work with older people in Stanmore	Local face to face support to increase access to services leading to increased wellbeing for older people	Performance monitoring update to Older People Partnership & Members	31-Mar-2012	31-Mar-2013	Head of Health & Community Wellbeing
			Quarterly meeting of the	31-Mar-		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
			Project Steering Group	2012		
			Pause to review & evaluate progress to date	30-Jun-2012		
			Quarterly meeting of Project Steering Group	30-Jun-2012		
			Quarterly meeting of Project Steering Group	30-Sep-2012		
			Report on recommendations to mainstream service from April 2013 if successful	30-Dec-2012		
			Quarterly meeting of Project Steering Group	31-Dec-2012		
			End of grant return to HCC	29-Mar-2013		
HCW/001 Meals on Wheels Service	Lead the Council's response to the HCC led review and bring forward recommendations for an improved service to older and vulnerable residents in the Winchester District from April 2013.	An improved, more efficient and consistent service across the whole County.	Cabinet report or Portfolio Holder Decision Notice	30-Jun-2012	01-Apr-2013	Head of Health & Community Wellbeing
			Roll out new service	01-Apr-2013		
HCW/002 Youth of Winchester	In discussion with key stakeholders bring forward recommendations	More effective engagement with children & young people.	Portfolio Holder Decision Notice produced	30-Sep-2012	01-Apr-2013	Head of Health & Community

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
(District Youth Council)	for a fresh approach to the current youth council model.					Wellbeing

**Health & Community Wellbeing Team; Health Protection Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HP/008 Healthy Work Places Award	To implement the Healthy workplace Award scheme in WCC in partnership with the director of public health and other Hampshire local authorities. Aim is to reduce the number of days off work due to ill health by promoting a healthy work place and encouraging employees to improve their own lifestyle	to have in place an award scheme for commercial businesses to apply for. To measure the affect of the scheme on absenteeism in the workplace	To discuss and gain endorsement at WCC Well-being Board	13-Mar-2012	31-Mar-2013	Head of Health Protection Team; Head of Health & Community Wellbeing
			To form a working group with colleagues from other LAs who wish to be part of the scheme	30-Mar-2012		
			To discuss with WCC Health at Work group to gain co-operation	30-Apr-2012		
			To trial the award process at WCC	28-Sep-2012		
			Advertise the award process to seek volunteers from various organisations	01-Oct-2012		

**Strategic Housing**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AC/001.3 Develop community planning across the District	Develop shared understanding between communities and Council, building on Blueprint and previous community planning activity. Explore potential for community development around housing eg new land trusts	Understanding of community aspirations and future needs informing service planning and delivery Increased community ownership of local issues and solutions. Increase rate of volunteering.	Completion of Hambledon Parish Plan	31-Mar-2012	31-Mar-2013	Community Development Manager
			Completion of Kings Worthy Parish Plan	31-Mar-2012		
			Completion of Soberton Parish Plan	31-Mar-2012		
			Completion of Winnall Community Plan	31-Mar-2012		
			New communities start a community plan	31-Mar-2012		
			Approach adapted to take account of neighbourhood plans in Localism Bill	31-Mar-2013		