

Report of the Director of Environment and Sport to the meeting of Bradford South Area Committee to be held on 28 March 2013.

BF

Subject:

Council Wardens – Centrally Held Budgets

Summary statement:

This report outlines the Centrally Held Budgets for of Council Wardens.

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Overview & Scrutiny Area:

Corporate



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1. SUMMARY

This report outlines the Centrally Held Budgets for of Council Wardens.

2. BACKGROUND

2.1 Bradford South Area Committee at the meeting held on 22 November 2012 considered the report “Devolution to Area Committee – Council Warden Service” (Document AF). The Area Committee’s fourth resolution resolved:

(4) That this Committee requests further devolution of equipment, uniforms and training budgets and other centrally held budgets pertaining to the Warden Service.

2.2 The table below shows the centrally-held budgets that have been devolved to Areas. The £72,000 available for all six Areas (East, South, West, Shipley, Keighley and the City Centre) for equipment, uniform, transport and training has been divided by the total number of 95 staff in the Council Warden Service to produce a unit cost per Warden. The allocation for Bradford South has been worked out by multiplying the cost per Warden by the 14 Wardens in South (including the Warden Manager).

	Budget for all 6 Areas	Unit Cost per Warden	Allocation to Bradford South
Equipment	£ 6,000	£63	£882
Uniform	£15,000	£158	£ 2,212
Transport	£43,000	£453	£ 6,342
Training	£ 8,000	£84	£ 1,176
Total	£72,000	£758	£10,612

2.3 Whilst these budgets are devolved to Areas, there is a central co-ordination role to ensure that the Service complies with legislative and operational requirements. This responsibility sits with the Parking Services and Environmental Services Co-ordinators. This can be seen by reference to training in particular. However, they also have to ensure that clothing and footwear complies with health and safety legislation, and that equipment is fit for purpose.

2.4 The Council Warden’s role is extremely diverse with new demands regularly being placed on the Service. In addition, Council Wardens need to be kept abreast of both current and new legislation. The Parking Services and Environmental Services Co-ordinators have responsibility for ensuring that appropriate training is identified and delivered so that Wardens are able to fulfil their roles effectively. It is particularly important that Wardens receive regular training that helps to ensure their safety at work. For example, regular refresher training in conflict management and lone working has to be delivered. The Wardens will be expected to enforce the new Dog Control Orders and will require training for this. All new staff are required to pass a vocational qualification in parking enforcement before they undertake their civil enforcement duties.

2.5 It should also be noted that all of the equipment, uniform, transport and training have to be sourced and procured in accordance with the Council’s procurement

rules. The services will therefore continue to be procured centrally.

- 2.6 Warden Managers also have responsibility for identifying training, development and equipment needs of staff through staff appraisal and day to day management of Wardens. Any issues that are identified are fed to the central team to ensure individual needs are balanced with the need to provide a consistent service and to ensure budgets are spent appropriately across all areas.

3. OTHER CONSIDERATIONS

There are no "Other Considerations".

4. OPTIONS

- 4.1 That Bradford South Area Committee adopts the recommendations outlined in this report.
- 4.2 That Bradford South Area Committee adopts the recommendations outlined in this report, with amendments.
- 4.3 That Bradford South Area Committee decides not to accept the recommendations outlined in this report.

5. FINANCIAL & RESOURCE APPRAISAL

5.1 Financial

The budget for Council Wardens in Bradford South is provided from within the existing resources of the Neighbourhood Service.

5.2 Staffing

The staffing structure is being provided from within the existing resources of the Neighbourhood Service.

6. RISK MANAGEMENT AND GOVERNANCE ISSUES

There are no significant risks arising out of the proposed recommendations in this report.

7. LEGAL APPRAISAL

This work relates directly to the Local Government Act 2000 and to the Duty of Well-being placed upon the Council to promote and improve the well-being of the District.

8. OTHER IMPLICATIONS

8.1 EQUALITY & DIVERSITY

The work undertaken by Council Wardens will promote fairness and inclusion while supporting Bradford South Area Committee's commitment to equal opportunities for all.

8.2 SUSTAINABILITY IMPLICATIONS

Sustainability considerations are an element in actions taken to address priorities within the Bradford South Area Committee Action Plan 2011-14 supported by the work of Council Wardens.

8.3 GREENHOUSE GAS EMISSIONS IMPACTS

Actions to assist in identifying the greenhouse gas impacts of actions will be undertaken. These will include a consideration of for example energy efficiency opportunities in purchasing new equipment, etc.

8.4 COMMUNITY SAFETY IMPLICATIONS

8.4.1 Community Safety issues are acknowledged as a key contributor to the quality of life in neighbourhoods. Community safety priorities have therefore been identified for inclusion in the Bradford South Area Committee Action Plan 2011-14. Council Wardens contribute to work to address these priorities.

8.4.2 A key aspect of this work relates to supporting the Safer Communities Strategy, the Council's obligations under Section 17 of the Crime and Disorder Reduction Act 1998 and the work of the Safer Communities Partnership.

8.5 HUMAN RIGHTS ACT

8.5.1 No direct implications arising from the Human Rights Act.

8.6 TRADE UNION

8.6.1 No direct Trade Union implications arise from this report.

8.7 WARD IMPLICATIONS

8.7.1 The work of Council Wardens will help to address issues in the Great Horton, Queensbury, Royds, Tong, Wibsey and Wyke Wards.

8.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)

8.8.1 The priorities within the Bradford South Area Committee's Action Plan 2011-14 help to inform the work of Council Wardens.

9. NOT FOR PUBLICATION DOCUMENTS

None.

10. RECOMMENDATIONS

10.1 The report be noted.

11. APPENDICES

None.

12. BACKGROUND DOCUMENTS

“Devolution to Area Committee – Council Warden Service” (Document AF), Report to Bradford South Area Committee, 24 January 2013.