

## **I N T E R N A L M E M O R A N D U M**

**To:** Richard Solly - Community Safety Manager

**Our Ref:** E508/07/LL

**From:** Lynda Baker  
Audit Manager

**Date:** 23 October 2006

### **Terms of Reference**

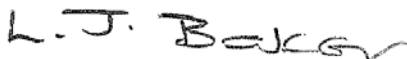
#### **COMMUNITY SAFETY UNIT**

During the commencement meeting it was agreed that this audit will focus on the following:

- Investigate whether this year's increase in reported crime is due to the change in reporting methods or a real increase in crime.
- The recorded numbers of youth offences, anti social behaviour, adult offences and deliberate fires, and whether they accurately reflect information that has been received by the Council.
- Establish whether the resources put into our Community Safety Partnership are similar to those for comparable partnerships of other authorities.

Furthermore assurance work will be carried out with regard to appropriateness of expenditure within the Community Safety Unit and related controls.

If there is anything else you would like to discuss in relation to this audit, please don't hesitate to contact the Auditor, Lucy Lumb direct on 4794.



Lynda Baker  
Audit Manager