



**Fareham's Community Safety Partnership** (otherwise known as a Crime and Disorder Reduction Partnership) is a statutory partnership established in 1998 and provides the strategic direction for the key agencies in tackling community safety in the Borough of Fareham.

## **DRAFT TERMS OF REFERENCE**

### **INTRODUCTION**

This document set out the terms of reference for Fareham Community Safety Partnership.

### **PURPOSE**

The main purpose of the Partnership is to provide a co-ordinated approach to tackling community safety in the Borough of Fareham.

### **AIMS AND OBJECTIVES**

The Community Safety Partnership is a statutory Partnership set up under Section 5 of the Crime and Disorder Act 1998 to reduce crime and disorder in the Borough of Fareham.

- To conduct an annual community safety strategic assessment and review every six months to inform the development of Fareham's Community Safety Plan.
- To develop and implement Fareham's three year rolling Community Safety Plan and review it annually.
- To implement the local delivery of the priority outcomes for Safe and Stronger Communities of the Hampshire Local Area Agreement.
- To provide a strong and effective voice on the County Community Safety Coordinating Group.
- To make a strong and effective case for allocation of LAA Grant in Fareham.
- Where the Partnership is able to make decisions about the allocation of resource at a District level to ensure it reflects and support the priorities identified in the most recent Strategic Assessment with due regard to the current priority outcomes for Safe and Stronger Communities of the Hampshire Local Area Agreement.

- To encourage opportunities for better ways of working, joint working and joint or shared resources where appropriate.
- To ensure and monitor compliance with the National Standards for Community Safety Partnerships.
- To influence partner agencies to mainstream community safety (Section 17 Crime and Disorder Act 1998).
- To adopt and taking ownership of the Partnerships aims and objectives and related community safety targets.
- To monitor and review the Partnerships performance and periodically report to Networkfareham Board and County Co-ordinating Community Safety Group as requested.
- To share best practice.

## **NATIONAL STANDARDS FOR COMMUNITY SAFETY PARTNERSHIPS**

The Police and Justice Act 2006 introduced National Standards for Community Safety Partnerships consisting of six core strands of business which will determine the Partnerships' effectiveness. These are:

- Empowered and Effective Leadership
- Intelligence Led Business Processes
- Effective and Responsive Delivery Structures
- Community Engagement
- Visible and Constructive Accountability
- Appropriate Knowledge and Skills

(The guidance for the National Standards is expected to be released in October 2007. These will incorporated into this document for reference)

## **MEMBERSHIP**

The Partnership comprises a mix of 'statutory' or 'responsible' authorities and 'invited' partners. The statutory partners, their roles and responsibilities are defined by the Partnership's legislative framework:

- Crime and Disorder Act 1998
- The Police Reform Act 2002
- Police and Justice Act 2006

<b>Statutory Partners</b>	<b>Representation</b>	<b>Voting Y/N</b>
Hampshire Police	District Commander – Chief Inspector	Yes
Hampshire Police Authority	1 x nominated representative	Yes
Fareham Borough Council	2 x nominated representatives to include the Executive Portfolio Holder for Public Protection.	Yes
	Officer support including the	No

	appropriate Director and Community Safety and CCTV Manager	
Hampshire PCT	Partnerships Manager	Yes
Hampshire Fire and Rescue	Group Manager	Yes
Fire Authority	1x nominated representative	Yes
Hampshire County Council	1x nominated representative (Elected member), and	Yes
	Hampshire Action Team Coordinator	No
	Fareham District Senior Youth Worker	Yes

The invited partners are recognised as key members of the Partnership in tackling the broad range of community safety issues that are represented across the Borough. However the requirements within the National Standards for Community Safety Partnerships do not apply to our invited partners.

Invited Partners	Representation	Voting Y/N
Probation Service	Area Manager	Yes
Youth Offending Team	Area Manager	Yes
Hampshire Drug and Alcohol Action Team (DAAT)	Communities Manager	Yes
Fareham and Gosport Drug and Alcohol Reference Group (DARG)	Chairman	Yes
Fareham Magistrates' Bench	1 x Nominated representative	No

## DECISION MAKING

The Partnership will operate on the assumption that all decisions will be reached by consensus. In exceptional circumstances where a vote proves necessary each member will have a single vote and in the event of a tied vote the Chairman will have a casting vote. Non-appointed representatives and Officers in attendance will have a non-voting and advisory role.

## PARTNERSHIP STRATEGIC LEVEL

Fareham's Community Safety Partnership operates at a strategic level by identifying and agreeing the community safety priorities for the Borough and considering key issues which may have a major impact on one or more key partners and their ability to deliver the Partnership's aims and objectives and/or are cross-cutting, contentious or novel.

## PARTNERSHIP OPERATIONAL LEVEL

The National Standards require the effective and timely sharing of information between contributing partners and regular strategic analysis of this intelligence to information priority setting and resource allocation. At an operational level this requirement is met by the Partnerships Community Tasking and Co-ordinating Group (CTCG). The CTCG based on the principles of the National Intelligence Model meets bi-weekly, with representation from key partners to review the levels and patterns of low level crime and anti-social behaviour, identify the current priorities and allocate resources accordingly to tackle the issues. For longer term issues time limited Joint Agency Action Groups are established to focus on the short, medium and long term solutions to a specific issue. The CTCG is supported by a dedicated analyst.

### **PARTNERSHIP SUB – GROUPS**

Occasionally the Partnership may need to set up a sub-group to expedite a particular matter that requires focussed activity or where a more specialist membership is required. A sub-group would normally have a specific remit and period of operation to oversee or undertake a specific task, reporting directly to the Partnership members.

### **PERFORMANCE MONITORING**

Fareham's Community Safety Partnership is ultimately responsible for monitoring and reporting on its performance. Under the National Standards communities should be informed about what the Partnership in their area has undertaken to achieve so that it can be held to account against these objectives.

### **MEETING ARRANGEMENTS**

The meetings of the Partnership are held on a quarterly basis and the dates are set one year in advance. Where there are periods of significant change additional meeting dates may be scheduled on a needs basis. A quorum of six is required to make decisions on behalf of the Partnership.

Fareham Borough Council provides the administrative support for the Community Safety Partnership preparing the agendas, recording the minutes and keeping the Partnership informed of relevant policy and local issues. Fareham Borough Council will provide this support electronically.

### **PARTNERSHIP CHAIRMAN & REPRESENTATION ON OUTSIDE GROUPS**

The Chairman and Vice-Chairman of the Partnership will be elected on an annual basis in line with the financial year. At the same time the Partnership must nominate one representative each to the County Community Safety Coordinating Group and Networkfareham Board (Fareham's Local Strategic Partnership). There is no expectation that representation on outside groups will be the Chairman or Vice Chairman.

## **REVIEW OF TERMS OF REFERENCE**

The Partnership's terms of reference will be reviewed annually.