



Safer City Partnership and Safer City Partnership Strategy Board

Terms of Reference 2022

Purpose

The Safer City Partnership (SCP) brings together statutory agencies, known as the Responsible Authorities, that have a role in keeping the Square Mile safe. Our vision is that the Square Mile is a safe place for people to live, learn, work and visit.

The SCP is a statutory community safety partnership required by the Crime and Disorder Act 1998 and subsequent legislation and regulations.¹ This means the SCP must comply with statutory duties and work together to address community safety issues in the Square Mile.

SCP Responsible Authorities Statutory Duties & Responsibilities

The SCP Responsible Authorities are accountable for the statutory duties and responsibilities outlined below:

- Establishing a strategic group with statutory members to direct the work of the partnership
- Reviewing the membership annually to ensure members have the requisite skills and knowledge to exercise their functions
- Preparing an annual Partnership Strategic Assessment to identify Community Safety priorities
- Engaging and consulting with the community to understand their crime and disorder priorities
- Preparing, publishing, implementing, and monitoring the progress of a Partnership Community Safety Plan, including reducing reoffending and substance misuse
- Governing the review of the expenditure of partnership monies
- Having an information-sharing protocol in place to support effective partnership work through data sharing across partners.

The SCP sets the strategic direction for partners by identifying and obtaining agreement to priorities, while ensuring that partners can deliver on their duties and work together on

¹ Police and Justice Act 2006, Policing and Crime Act 2009, Crime and Disorder (Formation and Implementation of Strategy) Regulations 2007

emerging and existing crime and disorder issues by setting up effective systems and processes.

The representatives of the SCP Responsible Authorities are senior officers in their organisations with decision-making power on behalf of those they represent.

SCP Strategy Board

The SCP Strategy Board is the sum of all participants including the Responsible Authorities, invited members, and co-opted members.

The SCP Strategy Board works in collaboration with responsibility for preparing an annual partnership Strategic Assessment, producing a three-year strategy/partnership plan (refreshed every year), laying out the approach for addressing the priorities highlighted in the assessment, and monitoring the implementation and delivery of the plan.

The SCP Strategy Board works in collaboration with the Responsible Authorities to undertake community consultation and engagement on crime and disorder issues.

Chair

The Chair and Deputy Chair of the SCP Strategy Board will each be a representative of one of the Responsible Authorities. The length of term of the Chair is expected to be three years. The partners will agree on a Chair at the commencement of each three-year strategy cycle. Should the Chair become vacant, chairing will pass to the Deputy Chair, and partners will agree a process to nominate a replacement. Should partners suggest that a change in Chair is necessary, a vote of members should take place. If a majority is achieved, the Chair will step down and the Deputy Chair will arrange a process for the election of a new Chair.

Membership

The SCP Strategy Board is appointed by the Responsible Authorities who are statutory members. At least two non-statutory members must be appointed to the SCP Strategy Board. The invitation must be extended by at least one statutory member. Members should pay attention to the value these additional members can bring to a multi-agency Board that is working to address community safety issues in the City.

The invited and co-opted members before 2022 are listed below.

Responsible Authorities with voting rights (Statutory Members)

- The City of London Corporation – Community and Children's Services and Public Protection
- Police Authority

- The City of London Police
- London Fire Brigade
- London Community Rehabilitation Trust
- NHS Clinical Commissioning Group
- The Probation Service.

Invited Members without voting rights (Additional Members)

- City and Hackney Public Health Team
- British Transport Police
- Transport for London
- City of London Crime Prevention Association
- The Guinness Partnership
- The City of London Corporation – Elected member residents representative
- The City of London Corporation – Elected member business representative
- London Ambulance Service
- Victim Support representative
- Healthwatch representative
- Voluntary sector representative.

The SCP Strategy Board is responsible for delivering the ambitions set out in the Partnership Community Safety Strategic Plan.

Voting and Decisions

Responsible Authorities have an exclusive remit when it comes to voting on matters for decisions. Decisions must be taken in a democratic manner and all partners will be equal – one vote for each core member. As a minimum, two statutory members must be present at SCP Strategy Board meetings for it to be quorate.

Governance and Scrutiny

SCP Strategy Board meetings will be held at least quarterly, with at least one meeting being public. These meetings will provide an opportunity for members to update on their actions and to highlight any risks or opportunities to support effective joint working. Updates should be provided in the form of written documentation such as data or reports, where possible, with a verbal update in the meeting to enable discussion and review. All statutory members are expected to attend the Board or send a suitable representative.

The SCP Strategy Board public meeting will be used to present the annual Strategic Assessment refresh, review of the current plan and update the public on the implementation of the plan.

The SCP Strategy Board will report to the Crime and Disorder Scrutiny Committee (to be established in 2022). This Committee will hold the SCP to account on their efforts for addressing crime and disorder matters in the City. The Chair will submit an annual report outlining and evaluating progress on the Partnership Community Safety Plan. Further reports can be submitted at the request of the Crime and Disorder Scrutiny Committee.

SCP Strategy Board meetings

The SCP Strategy Board meetings will use a standard agenda template:

- Minutes of the previous meeting
- Update on risk and threat/performance management framework
- Oversight of the partnership plan and exception reporting
- Focus on a priority – one priority per meeting
- Emerging issues (for example, new legislation, areas of interest for the SCP, and so on)
- Date of next meeting

The Performance Management Framework will hold members to account on performance, and allow the Board to review progress against measurable objectives which are outlined in the strategy. The partnership plan should also be reviewed at each meeting, with updates and a status indicator (RAG rating) provided by members ahead of the meeting. The Board should focus on actions rated 'Red' and 'Amber' to understand the reasons for the rating, identify opportunities to support, and agree mitigations where appropriate.

A focus on one priority area at each meeting will allow for a 'deep dive' discussion between partners while holding the relevant member to account on their delivery.

Safer City Partnership Priorities

The Safer City Partnership Strategic Assessment provides an evidence base to determine recommended priorities for the SCP. Local communities are also consulted to understand their concerns. These recommendations are then presented to the SCP Board for agreement and sign-off.

Key Committee linkages

The SCP is represented on relevant key committees including the Police Authority Board (by the Chairman and officers), Health and Wellbeing Board (by officer), Homelessness and Rough Sleeping Sub-Committee (by officer), City and Hackney Safeguarding Board and Partnership (by officer).

Sub-groups

Sub-groups that report to the SCP Strategy Group include: The Serious and Organised Crime Board; Domestic Abuse Multi-Agency Risk Assessment Conference (MARAC), City Community MARAC (CCM), Domestic Abuse and Sexual Violence Forum, and the Local Licensing Partnership (LLP). In addition, there are task and finish groups, such as the Drugs Working Group and the Anti-Social Behaviour Strategic Task and Finish Group, involved in this work.

Review

These Terms of Reference are to be reviewed in 12 months.