

## Safer Gwent

### Terms of Reference

<b>Structure</b>	
Name of collective Group	Safer Gwent
Type of meeting	Regional strategic partnership meeting (inclusive of Statutory Bodies, the Office of the Police and Crime Commissioner and other co-opted partners as relevant)
Role and purpose	To provide collaborative opportunities to inform and redesign the community safety landscape on a regional basis in support of local delivery
Business areas	Community Safety and Criminal Justice

<b>Formal Roles</b>	In Post
Chair	
Vice Chair	

<b>Governance</b>
<ul style="list-style-type: none"> <li>• <b>The duration</b> of the role of Chair and Vice Chair is two years (April to March) consecutively. Appointments to the formal roles should be proposed and seconded by three members of the group.</li> <li>• <b>The formal roles</b> will rotate amongst constituent member organisations upon the completion of the designated term.</li> <li>• <b>Establishment</b> – The Safer Gwent group is established through the Gwent Police and Crime Commissioner’s Office as an identified need during partnership work to support the development of the Community Safety strand of the Commissioner’s Strategic Commissioning Intentions.</li> <li>• <b>Membership<sup>1</sup></b> - Safer Gwent will be made up of agencies and organisations which provide services to community safety, youth justice and criminal justice partnerships in Gwent. Attendees should do so with the authority to agree business and make progress on behalf of their organisation. The group will have the power to co-opt additional members as required; other partners may be involved from time-to-time on an ad-hoc basis as agreed by group members. Such partners may take part in working arrangements, in subsidiary partnerships or in an advisory capacity.</li> <li>• <b>Responsibility / accountability</b> – Safer Gwent does not take over the statutory responsibilities of the individual organisations and as such each person attending will have to satisfy their own governance requirements in terms of discharging their duties relating to Safer Gwent.</li> <li>• <b>Meeting frequency</b> – Safer Gwent will meet quarterly. However, extraordinary meetings and thematic task and finish groups may meet as and when necessary to progress business areas.</li> <li>• <b>Meeting structure</b> – Meetings will be structured using a standard agenda, with relevant updates and thematic reviews of the identified priorities. Agenda papers will be circulated prior to the meeting to allow members to use the meeting efficiently to discuss issues and formulate actions accordingly.</li> <li>• <b>Meeting attendance</b> - To enhance partnership working, collaboration and the achievement of the identified priorities identified by Safer Gwent, members should appoint deputies to attend meetings on their behalf when they are not available. Deputies should be familiar with the context of the group, their roles as single agency representatives or as conduits for a number of collective agencies.</li> </ul>

<sup>1</sup> See Appendix 1

- **Quorum** – In relation to undertaking key actions and reaching a consensus for decision-making, the number of members in support of the proposal should be no less than five.

### **Key Responsibilities**

- Provide a robust governance structure with clear lines of accountability.
- Agree joint outcomes for local service delivery between organisations
- Develop a clear and explicit vision of working which is agreed by all partners and which has realistic, measurable and attainable outcome-based aims and objectives
- Enable information sharing to facilitate enhanced partnership working
- Remove barriers to delivery of effective local, regional and collaborative services
- Agree opportunities to develop and pilot initiatives using existing resources
- Influence existing funding opportunities to support the agreed strategic priorities
- Provide information to support commissioning of community safety services
- Map existing community safety services to identify duplication and gaps in provision

### **Strategic measures of success identified by Safer Gwent**

- Adopt a shared vision and set of values to support strategic priority setting. Provide a robust governance structure with clear lines of accountability
- Develop a collective community engagement approach to facilitate priority setting and inform activities
- Facilitate progress and remove barriers to the development of identified strategic priorities and partnership working aligned to the partnership performance framework
- Develop a multi-agency evidence base for future funding opportunities
- Develop a collective organisational learning environment where policy, practice and innovation can be shared

### **Identified benefits of the members of Safer Gwent working together in partnership**

- Collectively focused service delivery outcomes, governance and performance framework
- Established processes to consider opportunities for information-sharing, shared funding, pooling of resources and joint commissioning
- Reduced demand across partnership resources/services
- The adoption of good practice and the identification of successful and effective practices and approaches
- Improved cohesion and feelings of safety amongst the communities of Gwent

APPENDIX 1

<b>Membership</b>	
Organisation	Role
Aneurin Bevan University Health Board	
Blaenau Gwent County Borough Council	
Blaenau Gwent and Caerphilly Youth Offending Service	
Caerphilly County Borough Council	
Gwent Association of Voluntary Councils (GAVO)	
Gwent Police	
Monmouthshire County Borough Council	
Monmouthshire and Torfaen Youth Offending Service	
Newport City Council	
Newport Youth Offending Service	
Office of the Police and Crime Commissioner (OPCC)	
South Wales Fire and Rescue	
Regional Collaborative Committee (RCC)	
Registered Social Landlords (RSLs)	
Torfaen County Borough Council	
Torfaen Voluntary Alliance (TVA)	
Community Rehabilitation Company (Wales) (CRC)	
National Probation Service	
Welsh Ambulance Service	
Youth Offending Service	