APPENDIX A

NATIONAL STANDARDS FOR COMMUNITY SAFETY PARTNERSHIPS / CRIME AND DISORDER REDUCTION PARTNERSHIPS – STATUTORY REQUIREMENTS

LEAD AND GUIDE

1. The right people around the table

District Area
- The strategy group is ultimately responsible for preparing and implementation a strategic assessment and partnership plan.
- Each of the five responsible authorities must be represented on the group.
- At least one of the representatives from each of the five responsible authorities must hold a senior position within their home organisation.
- At least one of the representatives from each of the five responsible authorities must hold a senior position within their home organisation.
- Where there is an elected member for community safety on the council for the district, they must also be a member of this group.
- The group can decide the frequency of its meetings and can invite others to their meetings.
- At least once a year, the group needs to consider whether the partnership has the requisite skills and knowledge to meet the statutory requirements.

County Area
- The County Strategy Group is responsible for preparing a community safety agreement for the county. This document can identify priorities that can be fed into the LAA for the area. In addition it should set out how the partnerships within the county will co-operate to deliver their priorities.
- This group must include chair of each of the district strategy groups. Since the community safety agreement will feed into the LAA, through which community safety partnership is allocated, it is important that each partnership has a voice at county level.
- The county council elected member responsible for community safety, where applicable, must be a member of this group.
- Representatives from each of the Police Forces, Police Authorities, Fire and Rescue Authority and Primary Care Trust must sit on the group.
- There must be arrangements for appointing a chair, agreeing the period for which the chair can serve and the grounds on which the chair can be changed within this period.
- The group can decide the frequency of its meetings and can invite others to their meetings.

2. Governing Partnership Processes
- The strategy group will prepare an information sharing protocol.
- This protocol will be signed by all responsible authorities and will govern the sharing of information between the responsible authorities. Strongly recommend that those agencies covered by Section 115 of the Crime and Disorder Act 1998 are invited to sign and comply with the information sharing protocol.
- Each responsible authority must nominate a designated liaison officer whose role will be to facilitate the sharing of information with other partners.
3. Visibility and Accountability
- The strategy group must hold one or more public meetings during each year.
- That the public meetings be attended by individuals who hold a senior position within each responsible authority.
- The strategy group shall take steps as it considers appropriate to bring to the attention of persons who live or work in an area, or who might otherwise be interested, information about what was discussed at such meetings and where meetings are to be held.

ASSESS

1. Getting the information you need
- Certain sets of depersonalised information must be shared on a quarterly basis.
- The following information needs to be considered when preparing a strategic assessment:
  - Information from the responsible authorities;
  - Information from wider partners;
  - Information from the overview and scrutiny committee considering crime and disorder matters, where it exists;
  - Information provided by the community; and
  - The previous partnership plan.
- In undertaking any community consultation, the partnership must have regard to the results of any consultation activities undertaken by the responsible authorities.
- In preparing the strategic assessment, the partnership will seek:
  - Views from the community on the levels and patterns of crime, disorder and substance misuse; and
  - Views from the community on matters that need to be prioritised by the partnership.
In seeking these views the partnership will ensure they are sought from people who appear to represent the interests of as many different groups or persons within their area as is reasonable and those likely to be affected by the priorities.

2. Determine Priorities
- Each year, the partnership shall prepare a strategic assessment to assist in producing or revising the partnership plan.
- The strategic assessment must include:
  - Analysis of the levels and patterns of crime, disorder and substance misuse;
  - Changes in the levels and patterns of crime, disorder and substance misuse since the last strategic assessment;
  - Analysis of why these changes have occurred; and
  - Assessment of the extent to which last year’s plan was implemented.
In preparing the strategic assessment, the partnership will reflect views from the community on matters that need to be prioritised.

3. Partnership working in two-tier areas
- The strategic assessment must outline the priorities to escalate to the county level.
- The county strategy group will prepare a community safety agreement based on the individual strategic assessments of partnerships within the county.
- The community safety agreement will identify:
  - Ways of co-ordinating across the county to address priorities; and
  - How the responsible authorities might otherwise contribute to reducing crime, disorder and substance misuse through closer joint working across the county.
1. **Prepare the Plan**
   - The plan has to be a 3 year plan. This allows partnerships to develop plans to tackle their short, medium and long term priorities and to align with other planning cycles, notably the LAA process.
   - The plan has to include a strategy for tackling crime and disorder in the area.
   - The plan will contain the priorities identified through the strategic assessment.
   - The plan has to contain information about the role of each partner in supporting delivery of the priorities and how this will be resourced.
   - The plan should contain information about the way in which performance management against priorities will be measured.
   - The plan will also contain information about the way in which the partnership will engage with their communities.