

**By:** Shafick Peerbux - Head of Community Safety, KCC

**To:** Kent Community Safety Partnership – 23<sup>rd</sup> July 2025

**Classification:** For Decision

**Subject:** KCSP Terms of Reference Update 2025

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**Summary:** This paper details the annual review of the Terms of Reference for the KCSP and its subgroups.

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## **1.0 Background**

- 1.1 The Crime and Disorder (Formulation and Implementation of Strategy) Regulations 2007 introduced a number of revisions to the Crime and Disorder Act 1998 including the establishment of a County Strategy Group, known in Kent as the Kent Community Safety Partnership (KCSP). These regulations set out the remit for the group, meeting frequency, governance arrangements and included a detailed list of required members.
- 1.2 Amendments to these regulations came in 2010 and 2011 which removed some of the bureaucracy. As a result, the remaining requirements for the KCSP as set out in the regulations are:
- There shall be a County Strategy Group whose function shall be to prepare a community safety agreement based on the strategic assessments of local strategy groups (CSPs) for the county area.
  - The County Strategy Group shall consist of two or more persons appointed by one or more of the responsible authorities in the county area. The County Strategy Group may also be attended by persons who represent co-operating and participating persons/bodies and other partners that the Group invites.

## **2.0 KCSP Terms of Reference**

- 2.1 The KCSP Terms of Reference (ToR) were last updated and approved by the Partnership in July 2024. Since that time, there have been no legislative changes enacted that would impact the governance arrangements for the Partnership.
- 2.2 However, the Partnership should note that the section of the [Victims and Prisoners Act 2024](#) which changes the name of Domestic Homicide Reviews (DHRs) to Domestic Abuse Related Death Reviews (DARDRs), along with changing the criteria is due to come into force. As such, the ToR does now include reference to the Act and acknowledges that compliance will be continued once the legislation is fully enacted and new updated Statutory Guidance issued.
- 2.3 The remaining ToR for the KCSP remain largely unchanged (see Appendix A) aside from the 'Responsibilities' and 'Membership' sections.

- 2.4 The 'Responsibilities' section has been updated to ensure it includes having due regard to the Kent Police and Crime Commissioner's Police and Crime Plan and also the compliance requirements set out in the Victims and Prisoners Act once enacted.
- 2.5 The 'Membership' section has been updated to reflect that Local Community Safety Partnerships (CSPs) are members of the KCSP.

### **3.0 KCSP Subgroups Terms of Reference**

- 3.1 The KCSP has two subgroups which it is responsible for overseeing. The KCSP Working Group and Domestic Homicide Review (DHR) Steering Group (now known as the DARDR Steering Group), both have their own ToRs. The annual review of the subgroups ToRs has been aligned with that of the KCSP and as such members of these subgroups have also recently reviewed their respective ToRs.
- 3.2 The DARDR Steering Group members recently reviewed their ToR (see Appendix B) and it was felt that they reflect current practice in lieu of the enactment of the Victims and Prisoners Act and associated Home Office statutory guidance for the conduct of DARDRs. However, in line with the KCSP ToR, the 'Purpose' has been updated to include compliance with the legislation and Home Office Guidance once applicable.
- 3.3 The KCSP Working Group members also recently reviewed their ToR (see Appendix C) and saw some significant changes throughout following feedback from partners.
- 3.4 A new section entitled 'Guiding Principles'; has been added to outline the core principles that shape the direction and actions of the KCSP Working Group.
- 3.5 The 'Overarching Purpose' has been expanded to align with the guiding principles outlined in the new section.
- 3.6 The 'Responsibilities' section has been updated to clarify current practice and an additional point of '*actively identify opportunities for and promote early intervention and preventative measures to tackle the root causes of issues that impact community wellbeing and safety*' has been included to ensure the guiding principles are aligned throughout the ToR.
- 3.7 The 'Membership' section has been altered to correct some specific team/partnership names.

### **4.0 Recommendations**

- 4.1 The KCSP members are asked to agree the Terms of Reference for the Kent Community Safety Partnership and approve the Terms of Reference for the KCSPs two subgroups (KCSP Working Group and the DARDR Steering Groups).

- 4.2 All KCSP member organisations shown in the Terms of Reference should ensure that they are signed up to the latest version of the Kent and Medway Information Sharing Agreement.
- 4.3 The KCSP members are asked to note that the Terms of Reference for the KCSP and its subgroups will be reviewed annually and included as an agenda item at least once a year.

**Attachments:**

Appendix A – Kent Community Safety Partnership ToR

Appendix B – Domestic Abuse Related Death Review Steering Group ToR

Appendix C – Kent Community Safety Partnership Working Group ToR

**For Further Information:**

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