

By: Shafick Peerbux - Head of Community Safety, KCC

To: Kent Community Safety Partnership – 4th July 2024

Classification: For Decision

Subject: KCSP Terms of Reference Update 2024

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

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 2023. Since that time, there have been no legislative changes that would impact the governance arrangements for the Partnership.
- 2.2 The ToR for the KCSP remain largely unchanged (see Appendix A) aside from the 'Membership' section reflecting the name of 'The Probation Service'.
- 2.3 Additionally, the Kent and Medway Serious Violence Prevention Partnership Board has been added as a 'co-operating and participating persons and bodies' within the 'Membership' section to support the new Serious Violence Duty introduced in the Police, Crime, Sentencing and Courts Act 2022.
- 2.4 The Home Office published the outcomes of a consultation in relation to Community Safety Partnerships (CSPs) Review in November 2023, however, there have been no legislative changes or any guidance documents published

for CSPs since this time. The KCSP ToR will need to be reviewed and updated accordingly upon receipt of any changes in relation to the CSP review.

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, 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 DHR Steering Group members recently reviewed their ToR (see Appendix B) and it was felt that they reflect current practice and as such, no changes made. However, the Home Office has launched a public consultation on an updated version of the statutory guidance for DHRs which closes on the 1st July. The DHR Steering Group ToR will need to be reviewed and updated accordingly upon publication of the new guidance.
- 3.3 The KCSP Working Group members also recently reviewed their ToR (see Appendix C) and the majority of changes were in relation to the 'Membership' and 'Responsibilities' sections.
- 3.4 The 'Membership' section has been altered to reflect 'The Probation Service' and also to expand the KCC representatives who attend from the Prevent, Contest and Serious Organised Crime, Violence Reduction Unit, Commissioners for Domestic Abuse services and the Domestic Abuse Projects and Partnership Teams.
- 3.5 The 'Responsibilities' section has been updated to clarify current practice in relation to the development and performance management of the CSA Action Plan. The wording has been amended to *'Develop and performance manage the CSA Action Plan to coordinate community safety activity and monitor any identified performance measures; ensuring that partnership activity is focused on addressing areas of concern and that any exceptions are raised with the KCSP'*.
- 3.6 Additionally, the last point regarding *'utilising the Kent Community Safety Team (KCST) as a central knowledge hub to support the Working Group and the Partnership to facilitate coordination, delivery and communications with partner agencies'* has been updated to remove communicate with the public as this is not within the remit of the KCST.

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 DHR 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 Homicide Review Steering Group ToR

Appendix C – Kent Community Safety Partnership Working Group ToR

For Further Information:

Honey-Leigh Topley

Community Safety Officer, Kent Community Safety Team

honey-leigh.topley@kent.gov.uk