

Safer Cheshire East Partnership (SCEP) Terms of Reference

Aim

To work in partnership to reduce crime and disorder and increase public reassurance in Community Safety across Cheshire East

Membership

Statutory attendees

- Police
- Fire
- Integrated Care Boards (ICBs)
- National Probation Service
- Local Authority

Non Statutory attendees, key strategic partners

- Youth Justice Service
- Office of the Police Crime Commissioner
- Public Health
- Third Sector
- Housing Strategy
- Domestic Abuse Providers
- DWP

Members

| Agency | Representative |
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| Cheshire Police | Superintendent Claire Jesson (Vice Chair) |
| | Dana Reilly, Research and Analysis |
| Cheshire East Council | 3 Elected Members - TBC |
| | Jill Broomhall - Director Adults Social Care (Chair) |
| | Sandra Murphy - Adult Safeguarding |
| | Richard Christopherson - Locality Manager - Community Safety |
| | Emma Storey – CE Lead for Domestic Abuse |
| | Louise Hurst - Children’s Services |
| | Rick Hughes - Trading Standards and Community Protection Manager |
| | Laura Woodrow-Hirst – ASB Team Leader |
| | Paul Davies – Cheshire East Road Safety Group |
| Cheshire Fire and Rescue Service | Matt Barlow - Service Delivery Manager |
| National Probation Service | Gillian Staniforth – Head of PDU |
| Integrated Care Boards (ICBs) | Amanda Williams |
| Youth Justice Service | Gareth Jones, Head of Youth Justice Service |

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| Police Crime Commissioners Office | Andy Southcott Sarah Tilling |
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Other agencies / members may be co-opted when required or invited as observers.

Chair

SCEP Management Board will annually review the position of Chair and Vice Chair.

Functions

The functions of SCEP are:

1. Prepare a 3 year Strategic Intelligence Assessment (SIA) of Crime & Disorder and review at least once a year.
2. Publish an Executive Summary of the SIA on the SCEP Website
3. Provide a SCEP Annual Report.
4. Approve the SCEP Annual Report through CE Committee process.
5. Provide a Partnership Plan that will be updated each year.
6. Refresh the Terms of Reference and Membership of SCEP each year.
7. Develop and review information sharing protocols across the partnerships.
8. Manage performance set out in the Partnership Plan, and PCC Performance framework.
9. Co-ordinate the work of partner agencies in meeting SCEP Priorities.
10. Engage with other relevant strategies, for example PCC plan.
11. Use evidence based practice to reduce crime and disorder and increase public reassurance in relation to community safety.
12. Report the progress of SCEP business to the Health and Well-Being Board and partner governing bodies.
13. To work in partnership to deliver interventions to target Child and Adult Exploitation.
14. To fulfil statutory obligations in relation to Domestic Homicide Reviews.
15. Engage with the Local Authority statutory scrutiny process.
16. Engage with Elected Members as required

Supporting Groups

In order to manage its work, SCEP will convene and provide strategic leadership to supporting groups as required, including but not limited to:

1. Domestic Homicide Reviews
2. SCEP Task and Finish, sub groups; Report quarterly on priorities as identified in the Strategic Intelligence Assessment (SIA)
3. Sub Regional Meetings
4. IOM Strategic Group
5. Other Strategic Groups i.e. Adults and Children's Board, Domestic Abuse Board

Frequency of Meetings

Meetings will be held quarterly or more frequently where required.

Meeting format

Standard agenda items will include:

- Performance update including Police Performance Data and Police Exceptions Reports / Fire data.
- Domestic Homicide Reviews (if applicable)
- Quarterly Sub-Group Reports
- PCC Funding
- IOM Strategic Group
- Home Office initiatives ie Combating Drugs Partnership, Serious Violence Duty

Support to the CSP

A SCEP Business Management Group meeting of the Chair and SCEP Statutory representatives will be held prior to each SCEP where required. Cheshire East Council will be the accountable body for any funding allocated to SCEP.

Items for the agenda and updates regarding the plan must be with the Chair and meeting coordinator 7 working days prior to the meeting.

Meeting agenda and papers will be circulated 5 days prior to the meeting.