



Wales Safer Communities Board Terms of Reference

The purpose of the Board is to provide leadership, oversight and direction to a joint programme between Local Government and Policing in Wales, involving other partners, with the aim of ensuring effective shared leadership is provided to support local partnership working that will in turn support safe, strong and more confident communities. This includes providing governance to the Wales Safer Communities Network.

The objectives of the Board are:

- To provide shared national leadership to Local Authorities and Policing in Wales in tackling and addressing community safety issues, including identifying new and emerging shared priorities for action and ensuring a supportive policy, practice and partnership infrastructure is in place to enable successful delivery, locally and regionally as most appropriate;
- To agree a programme of work on an annual basis and in the longer term to help deliver a shared vision statement for community safety in Wales, including prioritisation of the key community safety issues that need to be tackled and/or promoted in the year ahead and consideration of capacity and funding to progress issues on the ground;
- To agree a programme of work on key community safety issues to be tackled and/or promoted in the year ahead, including capacity and funding, and provide direction and oversight of the work of the Wales Safer Communities Network;
- To receive regular updates on progress from the Head of the Safer Communities Network and provide a steer to future work and direction as relevant;
- To promote a joined-up approach nationally and locally, establishing effective links to Criminal Justice in Wales, Violence Prevention Unit, Early Action Together, the ACEs Hub, Police Liaison Unit, and other relevant or successor bodies to highlight the importance of prevention and early intervention approaches and ensuring that they are embedded in practice locally regionally and nationally in Wales;
- To keep each other updated about current and emerging issues that could have an impact on the delivery of community safety working across Wales;



- To advise, inform and influence Welsh Government, UK Government (Home Office, Ministry of Justice) and representative bodies in local government, policing and criminal justice etc., on matters of relevance to community safety from a Policing and Local Government perspective;
- To identify, celebrate and promote effective practice and encourage the adoption, upscaling and mainstreaming of initiatives that are proven to be 'what works';
- To work closely with Welsh Government and other partners in the community safety world, making shared representations on issues of joint concern as appropriate and to highlight opportunities to promote the shared vision statement for community safety in Wales that emerged from the 2017 Review.

Membership:

- Representative(s) of the Welsh Police & Crime Commissioners
- Representative(s) of the Welsh Chief Constables
- North Wales – OPCC representative
- WLGA Spokesperson for Community Safety
- WLGA Executive regional representatives for South Wales, North Wales, Dyfed Powys and Gwent
- WLGA Chief Executive
- WLGA Director Social Services and Housing
- SOLACE Cymru Representative
- Head of Safer Communities Network
- Representative(s) of Welsh Government Community Safety Division
- Representative of Fire & Rescue Services
- Representative of HMPPS
- Representative of the Third Sector (Community Justice Cymru Chair)
- Representative of the Community Safety Officers (Chair WACSO)
- Representative of the Violence Prevention Unit
- Representative of Public Health Wales

Other members can be invited by agreement, including for specific meetings or agenda items.

Operation of the Board:

- The Board will meet four times a year.

- The Board will be jointly chaired by a Police & Crime Commissioner and the WLGA Spokesperson for Community Safety.
- Decisions can be made between meetings via electronic means.
- Board Members will be SRO's for the Board's individual priorities and programmes.
- The Safer Communities Network Team can contact individual Board Members for advice and assistance on operational matters between Board meetings.

The secretariat will be provided by the Safer Communities Network Team in accordance with the agreement between the WLGA and Policing in Wales. All papers will be circulated one calendar week before the meeting wherever possible.

The Board will report progress and provide regular updates to the Policing Partnership Board for Wales, Policing in Wales (which includes all Commissioners and Chief Constables), WLGA political and officer forums and the Criminal Justice in Wales Board.

Board members are expected to declare any conflicts of interest that may arise during the operation of the Board and its work programme.

Roles and Responsibilities

The Board is accountable for:

- fostering collaboration and partnership working
- removing obstacles to the Network's successful delivery, promoting its adoption and use
- maintaining at all times the focus of the Board and Network on the agreed scope, outcomes and benefits
- monitoring and managing the factors outside the Network's control that are critical to its success.

The Joint Chairs of the Board will:

- set the dates for the meetings along with the Safer Communities Network Team
- agree the agenda so it and any papers can be circulated 7 days in advance of the meetings
- represent the Board at external meetings and events as required.

The Safer Communities Network Team will:

- provide secretariat support to the Board
- share the agenda and papers 7 days ahead of a meeting
- maintain the membership list and a list of those attending.

The membership of the Board will commit to:

- attending all scheduled Board meetings or nominating a suitable representative to attend on their behalf
- wholeheartedly championing the Board and Network within and outside of work areas

- sharing relevant communications and information across all Board members
- making timely decisions and taking action so as to ensure work and projects can continue and are not held up
- notifying members of the Board, as soon as practical, if any matter arises which may be deemed to affect the development of the Network or other work of the Board
- attending all meetings and if necessary nominate a proxy.

Members of the Board will expect:

- that each member will be provided with complete, accurate and meaningful information in a timely manner
- to be given reasonable time to make key decisions
- to be alerted to potential risks and issues that could impact the projects and work programme, as they arise
- open and honest discussions, without resort to any misleading assertions
- ongoing 'health checks' to verify the overall status and 'health' of the network.

Version Control

Version	Amendments made	By Who	Circulation
2	Updated to reflect new Network in place, the Secretariat function and support required around decision making outside of meetings. Frequency of meetings changed to quarterly. Membership updated to include Safer Communities Network, WACSO & Violence Prevention Unit. Note around conflict of interest included.	SC/ER	NA & AM