

Agenda Item 7

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Date	8 th April 2014

Ward (s) affected	All	Key Decision	Yes
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Subject	Leader appointment to East Surrey Community Safety Partnership and Community Safety Board
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RECOMMENDATIONS

1. That the Council supports the establishment of the East Surrey Community Safety Partnership constituted and outlined in accordance with the Terms of Reference and supporting document set out in Appendices A and B.
2. To agree that Mole Valley District Council should be represented by the Leader at the proposed new East Surrey Community Safety Partnership and associated Community Safety Board and that the Leader will agree which substitute Members he wishes to nominate.
3. To note the draft Terms of Reference for the East Surrey Community Safety Partnership and delegate authority to the Corporate Head for Planning and Partnerships to approve any amended Terms of Reference.

EXECUTIVE SUMMARY

The information contained within this report is largely for contextual purposes in order to give a background to recommendations 1 and 2 above.

Mole Valley District Council is proposing to work with Reigate and Banstead Borough Council and Tandridge District Council to form an East Surrey Community Safety Partnership.

The aim of this combined partnership is to make cross-border working more effective and to ensure the sustainable delivery of community safety objectives into the future.

An appointment is needed at this stage to ensure Mole Valley's interests are represented and protected throughout this process.

In addition a strategic Surrey-wide Community Safety Board has been established to

oversee the delivery of the Community Safety Plan for Surrey. A representative from East Surrey is required who will act on behalf of the cluster at the board meetings. It is proposed that the Leader will carry out this role.

CORPORATE PRIORITIES

Access to Services – Helping residents to access the services they need

Working with partners – the proposed joint working will provide a more sustainable platform for the Community Safety Partnership. There are also significant links between the health and welfare agenda and the Community Safety Partnership, with key officers represented on both groups.

Environment - Maintaining the character and environment of Mole Valley

Enable growth in the District to support business and the local economy

The Community Safety Partnership will support businesses and residents to ensure that Mole Valley is a safe place in which to live and/or do business.

Value for Money - Delivering quality, value for money services

Where appropriate review the way in which we provide services...we will seek to develop a culture of innovation

This is an innovative development in Surrey and will seek to deliver a more sustainable vehicle for the delivery of this important service.

The Executive has the authority to determine the Recommendations

1.0 BACKGROUND

1.1 Mole Valley District Council, like all Councils, has a statutory duty under the Crime and Disorder Act 1998 to co-ordinate a Community Safety Partnership and to promote community safety and crime reduction across the services we deliver. The Mole Valley CSP is highly effective in achieving positive tangible outcomes for the community and has a long history of delivering projects that contribute to a safer district. There are very good relationships between partners on the ground and its working groups are effective in dealing with community issues. A Community Safety Partnership has a duty to:

- develop a strategy, based on local intelligence
- reduce re-offending, and
- tackle crime, antisocial behaviour and substance misuse

1.2 The Community Safety Partnership is made up of

- District / Borough Councils
- Surrey County Council

- Surrey Police
- Clinical Commissioning Groups
- Surrey & Sussex Probation Trust
- Surrey Fire & Rescue Service

Other Co-operating bodies and invitees include:

- Office of the Police & Crime Commissioner (PCC)
- Surrey County Council Public Health
- Registered Social Landlords
- Voluntary sector representation

1.3 Mole Valley's Community Safety Partnership has been working alongside Reigate and Banstead and Tandridge to consider how it can deliver its objectives more effectively and efficiently in the light of a number of changes and is proposing to combine CSP's to form an East Surrey Community Safety Partnership. This would help partners to avoid duplication of meetings and ensure that the CSP is sustainable into the future.

2.0 A Changing Landscape

2.1 Community safety has changed radically over the past two years with the:

- Arrival of the Police and Crime Commissioner (PCC).
- Home Office grant for community safety now managed by the PCC.
- The funds that used to be allocated to the CSPs from the Home Office have all been retained by the PCC and the Mole Valley CSP now has no funding other than that which local partners contribute (totalling £10,226 for 2013/14).
- Advent of the Family Support Programme which links with the CSP. The two Family Support teams serving East Surrey authorities are now cross boundary, with single management structures.
- New health structures which link with the CSP and the impact this will have particularly on substance misuse and alcohol work.

All of these issues have led to a review of the current working arrangements to see if there is a better way forward.

3.0 Community Safety Board

3.1 The Community Safety Board is made up of the Police and Crime Commissioner and statutory partners including District and Borough representatives in the form of elected members and senior officers. The board meets once a quarter to work together to set and agree the strategic direction of community safety in Surrey and to hold those responsible for delivery to account.

3.2 The Board works collaboratively with other County boards such as the Health and Wellbeing Board to ensure effective strategic join up and the development of joint strategies where appropriate.

- 3.3 The Board is responsible for devising a County-wide joint strategy for community safety that takes into account the Police and Crime plan, the community safety Single Strategic Assessment and the Joint Strategic Needs Assessment. The community safety strategy will provide Surrey agencies working in the fields of community safety with clear and consistent direction to improve outcomes in the agreed priority areas.
- 3.4 A representative from East Surrey is required who will act for those local authorities at the board meetings to ensure that the community safety interests of East Surrey are met. It is proposed that the Leader will carry out this role.

4.0 Financial Implications

- 4.1 The Mole Valley CSP received £10,226 in partner contributions for 2013/14 and by the end of this financial year the total expenditure will be in the region of £27,000. This is part of an accumulated pot of money that rolls forward each year.
- 4.2 There is no proposal for the three CSPs to merge local budgets so the remaining budget of approximately £45,000 will remain for Mole Valley community safety issues. The East Surrey CSP will be in a strong position to make joint grant applications and funding will be administered collectively.
- 4.3 There are no direct implications for the Council funds as we assume that the financial contribution will continue.

5.0 Legal Implications

Mole Valley has a statutory duty under the Crime and Disorder Act 1998 to deliver a community safety partnership. It is lawful to combine partnerships with other local authority areas providing clear evidence of need/benefits is made available to the Police and Crime Commissioner for Surrey and that any move to merge is in the interests of enhancing community safety.

6.0 OPTIONS

1. Appoint the Leader of the Council as Mole Valley District Council's representative on the East Surrey Community Safety Partnership and Community Safety Board (**recommended**).
2. Note the draft terms of reference (Appendix A) for the East Surrey Community Safety Board and delegate the Council representative to work with partners to establish this group and agree terms of reference

7.0 CORPORATE IMPLICATIONS

Monitoring Officer commentary

I confirm that all relevant legal implications have been taken into account.

S151 Officer commentary

I confirm that all relevant financial implications have been taken into account.

Risk Implications

There are a number of risks but none is considered significant. If the joint working proposal does not meet a partner's expectations, it would have the right to withdraw from the arrangement. There is a great degree of cross border working already so the risk of this not being effective is small. There is limited financial capacity with the current arrangement and the new proposals seek to improve the financial standing of the merged CSPs by attracting new funding. It is possible this might not come forward, but the Council would not be in a worse position as it is now as each council shall retain its own funding

Equalities Implications

There are no direct equalities implications from the proposals. The new group and the strategy that emerges will be considered for its equalities implications.

Employment Issues

There are no direct issues that arise from these proposals. The CSP is not a direct employer and current staff will continue doing CSP work.

Sustainability Issues

The proposals seek to enhance the sustainability of the CSP.

Consultation

Consultation has taken place with the members of the existing CSP, and the Police and Crime Commissioner for Surrey. The proposed changes are supported.

Communications

No external communications are planned or required with these proposed changes. The PCC and Home Office will need to be informed, but these arrangements are internal operational matters and not external facing

8.0 BACKGROUND PAPERS - None

EAST SURREY COMMUNITY SAFETY PARTNERSHIP**TERMS OF REFERENCE xxx 2014**

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Last updated xxx 2014

Adopted by the East Surrey CSP on xxxx 2014

East Surrey Community Safety Partnership

Terms of Reference and Operating Protocols

Xxx 2014

1. Name and Geographical Area

The merged Community Safety Partnership (CSP) will be known as the ***East Surrey Community Safety Partnership (ESCSP)***. The ESCSP covers the whole area within Mole Valley Reigate & Banstead and Tandridge Councils' administrative boundaries. (Map shown at Appendix 1).

2. Requirements of the Crime and Disorder Act (1998) and Subsequent Amendments

The Crime and Disorder Act (1998), amended by the Police Reform Act (2002), requires a Community Safety Partnership of "responsible authorities" to develop a strategy based on local intelligence to reduce re-offending and to tackle crime, anti social behaviour and substance misuse.

Other organisations are able to attend either as Co-operating bodies or invitees as defined by Section 5 (2) and Section 5 (3) of the Act respectively.

In East Surrey, these responsible authorities are:

- District / Borough Councils – one elected member and senior officer per authority and a Community Safety Manager on a rotating basis
- Surrey County Council – one elected member per authority and one senior officer
- Surrey Police – Senior Police Representative(s)
- Clinical Commissioning Groups (Surrey Downs and East Surrey)
- Surrey & Sussex Probation Trust
- Surrey Fire & Rescue Service

Other Co-operating bodies and invitees include:

- Office of the Police & Crime Commissioner (OPCC)
- Surrey County Council Public Health
- Registered Social Landlords
- Voluntary sector representative

3. Purpose

To provide strategic leadership to reduce crime and disorder through effective partnership working and to deliver measurable results across the area.

This will be achieved through the:

- Production of an annual strategic assessment to identify key crime & disorder issues across the ESCSP area.

- Development of a rolling 3-year ES Community Safety Plan with measurable outcomes.
- Robust monitoring of progress against Aims & Objectives.

4. Strategic Vision

“Working together to keep East Surrey safe”

5. Aims

- ***To promote integration of Community Safety priorities into mainstream policies and services.***
- ***To ensure the strategic vision is translated into real change for East Surrey.***
- ***To reduce alcohol and drug related harm and to reduce re-offending.***
- ***To encourage closer collaborative working on shared concerns.***
- ***To increase community reassurance through co-ordinated awareness-raising campaigns.***
- ***To provide a voice for East Surrey at the Surrey Community Safety Board.***
- ***To identify funding opportunities and lead on relevant funding submissions.***
- ***To contribute to and support the delivery of relevant County-wide strategies.***

6. Community Safety Landscape

Community Safety in Surrey is structured in the following way (see Chart in Appendix 2):

i) The Surrey Community Safety Board (CSB):

This multi-agency strategic board is responsible for devising a county wide joint strategy for community safety that takes into account the Police and Crime plan, the Community Safety Single Strategic Assessment and the Strategic Needs Assessment. The Board works collaboratively with other county boards, such as the Health & Wellbeing Board, to ensure that cross-cutting issues such as substance misuse and domestic abuse are addressed to best effect.

East Surrey is represented at the CSB by an elected member and a senior local authority officer drawn from the districts in East Surrey

ii) East Surrey Community Safety Partnership:

As detailed in 2 above.

iii) East Surrey Community Safety Management Group

This group is responsible for the delivery of the ES Community Safety Plan including the establishment of Operational Groups to address joint priorities. Its attendance reflects that of the ESCSP, at officer level.

iv) Community Safety Operational Groups

Operational groups in Mole Valley, Reigate & Banstead and Tandridge will report directly to the Management Group and are responsible for delivering the actions and outcomes identified by the ESCSP Plan. Project Sponsors can be appointed by the Chair to lead individual projects as required. These groups may focus at a local level e.g. CIAG¹ and JAG² or across all or part of the East Surrey area as appropriate e.g. Domestic Abuse Working Group. The Management Group may refer key reports onwards to the ESCSP as required.

7. Review of Terms of Reference

The ESCSP will monitor and review its Terms of Reference at least every two years.

8. Financial Procedures and Protocols

- i. Xx Authority will act as custodians of any pooled ESCSP funds which under the Local Government Finance Act and Accounts and Audit regulations will be incorporated into their accounts.
- ii. ESCSP will pro-actively commission cross borough / district projects and will establish a methodology for receiving and evaluating funding bids.
- iii. All bids and claims for external funding will be approved by the ESCSP.
- iv. The Sponsors of the relevant Operational Groups will be responsible for the monitoring and expenditure of any funds allocated to that particular Group.
- v. The Local Authority Community Safety Manager or equivalent shall be responsible for supervising financial arrangements and reporting back to the ESCSP.

9. Operation of the East Surrey CSP

i. Criteria for Membership

- Organisations should be a 'responsible authority', a 'co-operating body' or an 'invitee to participate' as defined by the Crime and Disorder Act (1998) or subsequent legislative amendments or have a strategic responsibility for community safety related issues.
- Membership of ESCSP will consist of one nominee (and a named substitute) from each of these organisations.

¹ CIAG – Community Incident Action Group, addressing individual cases of antisocial behaviour

² JAG – Joint Action Group, addressing area-based issues impacting upon local communities.

- Representatives should be able to commit human and financial resources and be able to effect organisational change to address problems and barriers to effective delivery. It is therefore recommended that the level of representation should be at Chief/Senior Officer level.
- Operational Group Sponsors will be invited to attend as required.
- The Chairperson may invite other agencies or officers as required depending on the focus of the meeting.

ii. New Members

Additional members may join the ESCSP on agreement.

iii. Meetings

- Meetings will be held on a quarterly basis.
- All members may bring professional advisors to the meeting with advance agreement of the Chairperson.
- Substitutes must have sufficient authority to commit resources on behalf of their organisation.

iv. Chairperson and Vice Chairperson

- The partnership will elect a Chairperson and Vice Chairperson who will each have a term of up to two years before a subsequent election is held. They may stand for re-election if desired.
- The Chairperson and Vice Chairperson positions are restricted to Responsible Authorities.

v. Decision Making

- ESCSP will seek to agree all decisions by consensus or through a simple majority vote if required. A Quorate of 10 members (5 of which must be responsible authorities) is necessary.
- Only one nominee from each organisation will be entitled to vote.

vi. Other Responsibilities

- ESCSP members should have the necessary skills to deliver the core functions, seeking adequate training if required.
- Appropriate representation of ESCSP will be agreed at local, regional and national forums.

- Opportunities to improve data collection and analysis will be identified and national example of “best practice” will be regularly reviewed to ensure local delivery is as effective as possible.

vii Scrutiny Arrangements

- Under Sections 19 to 20 of the Police and Justice Act (2006), ESCSP will be subject to the scrutiny arrangements in place for each of the Local Authorities within its operating area.
- With adequate notice, members will make themselves available to the district/county Scrutiny Committee to provide information or answer questions on the work of the ESCSP in the appropriate area.

viii Delegation of Responsibilities

The ESCSP Chairperson is responsible for:

- Setting and chairing regular quarterly meetings of the Partnership.
- Calling extra-ordinary meetings of the Partnership or the ES Management or Operational Groups when necessary.
- In the absence of the Chairperson, the Vice Chairperson will assume these responsibilities.
- ES Management Group Officers may represent the ESCSP as necessary but cannot making funding decisions without prior agreement from the ESCSP Chairperson. They will ensure that the interests of the ESCSP are fully represented at meetings
- The Borough & District Community Safety Managers or equivalent will meet regularly to brief and support the Chairperson in agenda setting and fulfilling his/her responsibilities.
- The ES Management Group and Operational Group sponsors will be responsible for the effective delivery of the East Surrey Partnership Plan.
- The ESCSP Chair has overall responsibility to initiate Domestic Homicide Review proceedings when notified by the Chief Constable. Lead responsibility will then be allocated to the relevant borough / district.

11. Performance Management

ESCSP will ensure an effective performance management framework is in place to monitor and evaluate its work and outcomes. This will include:

- Active support for the Management and Operational Groups to deliver the Strategic Vision.

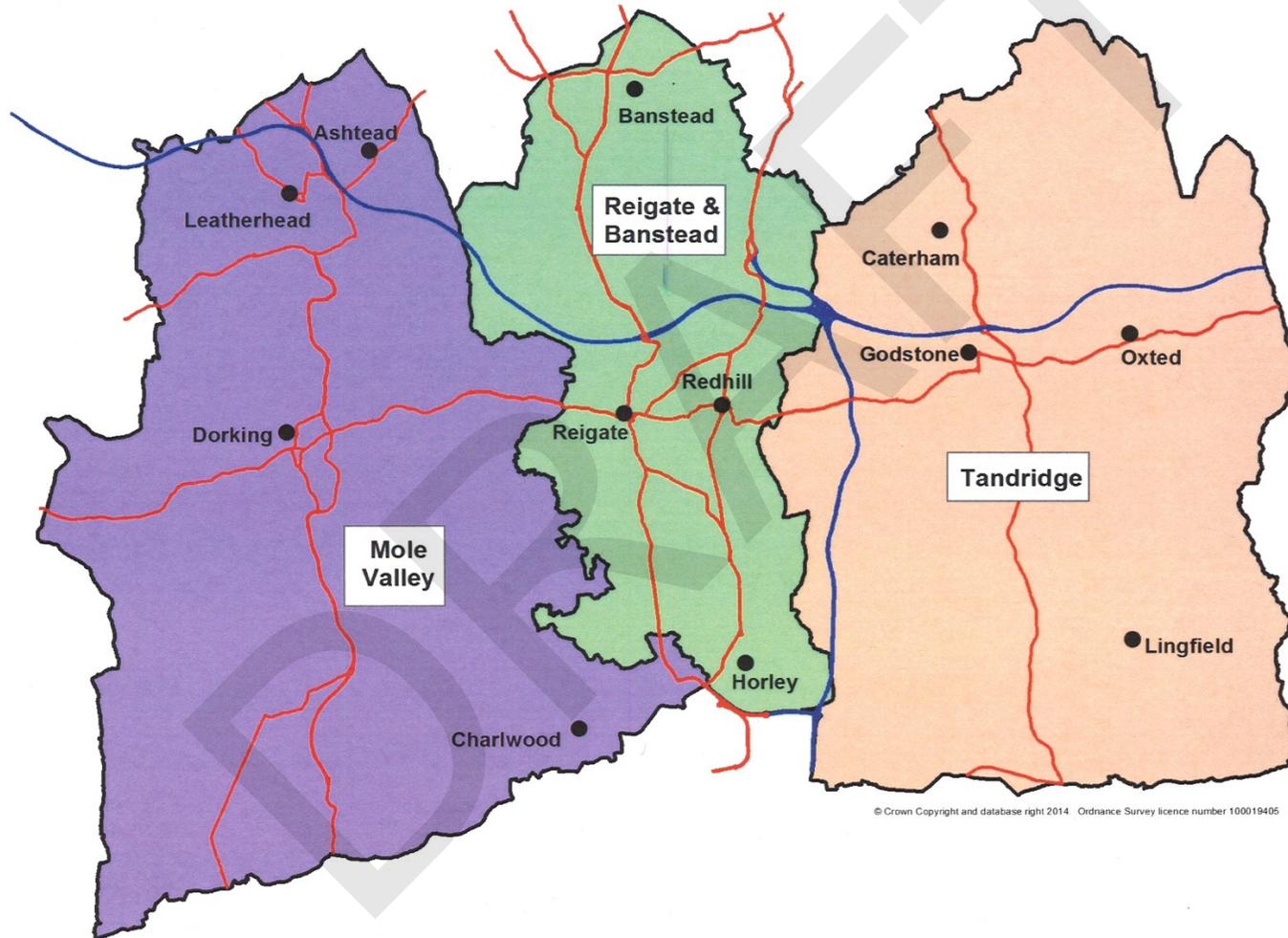
- Active support for data analysis to inform the East Surrey Strategic Assessment.
- Implementation, monitoring and review of the East Surrey Community Safety Partnership Plan and assessment of the impact of associated projects.

12. Communications

- The ESCSP will agree a shared communications approach, making best use of existing organisational structures, social media outlets and member publications.
- Joint campaign messages will be agreed in advance of delivery to ensure consistency.
- Where possible, press releases will include a quote from the ESCSP Chairperson and the Operational Group Sponsor.
- The ESCSP will develop a logo to be used for branding related activities. It has adopted the strap line *'East Surrey Community Safety Partnership – Working together to keep East Surrey a safe place to live, work and visit.'*

APPENDIX 1

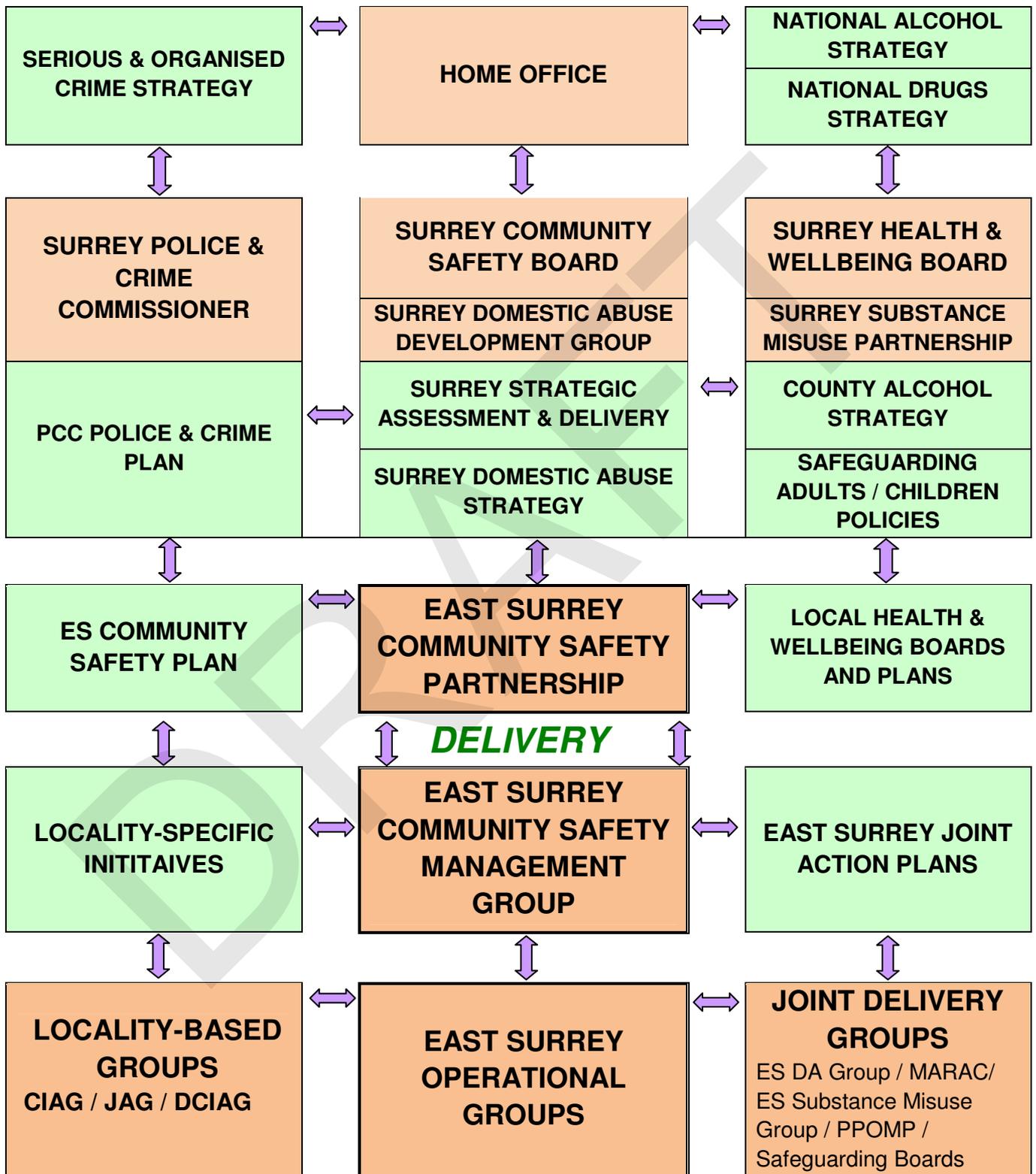
MAP OF THE GEOGRAPHICAL AREA COVERED BY THE EAST SURREY CSP



APPENDIX 2 : GOVERNANCE AND DELIVERY STRUCTURE

GROUPS **PLANS**

STRATEGIC



PROPOSED ESTABLISHMENT OF AN EAST SURREY COMMUNITY SAFETY PARTNERSHIP

1. Purpose of Report

- i. To consider the current challenges facing Community Safety Partnerships (CSPs) within the borough & districts of Mole Valley, Reigate & Banstead and Tandridge.
- ii. To propose a structure to best meet these challenges through alternative partnership arrangements which enhance delivery and minimise duplication.

2. Background

i. Legislation

The Crime and Disorder Act (1998), amended by the Police Reform Act (2002), requires each local authority area to form a Community Safety Partnership of “responsible authorities” to:

- develop a strategy, based on local intelligence
- reduce re-offending *and*
- tackle crime, antisocial behaviour and substance misuse.

Other organisations are able to attend either as Co-operating bodies or invitees as defined by Section 5 (2) and Section 5 (3) of the Act respectively.

In East Surrey, the responsible authorities are:

- District / Borough Councils
- Surrey County Council
- Surrey Police
- Clinical Commissioning Groups (Surrey Downs and East Surrey)
- Surrey & Sussex Probation Trust
- Surrey Fire & Rescue Service

Other Co-operating bodies and invitees include:

- Office of the Police & Crime Commissioner (PCC)
- Surrey County Council Public Health
- Registered Social Landlords
- Voluntary sector representation

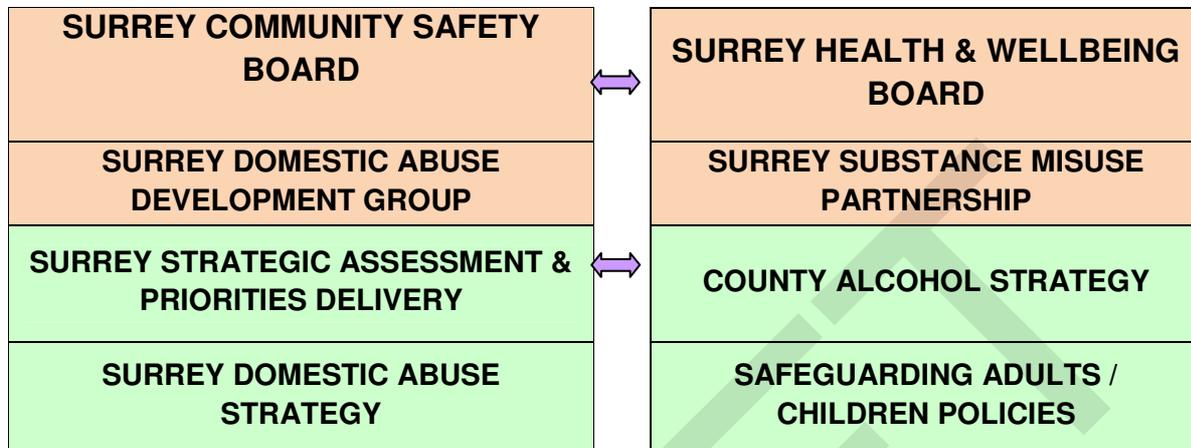
ii. The Community Safety landscape in Surrey

County-level:

At County level, the Community Safety Board (CSB) sets the strategic direction for Surrey, based on an annual strategic assessment of partner data. The Board works collaboratively with other county boards, especially the Health & Wellbeing Board, to ensure that cross-cutting issues such as substance misuse and domestic abuse are addressed to best effect.

CSPs in the east are represented at the CSB by an elected member and a senior local authority officer who acts on behalf of the borough and districts in East Surrey, rotated annually.

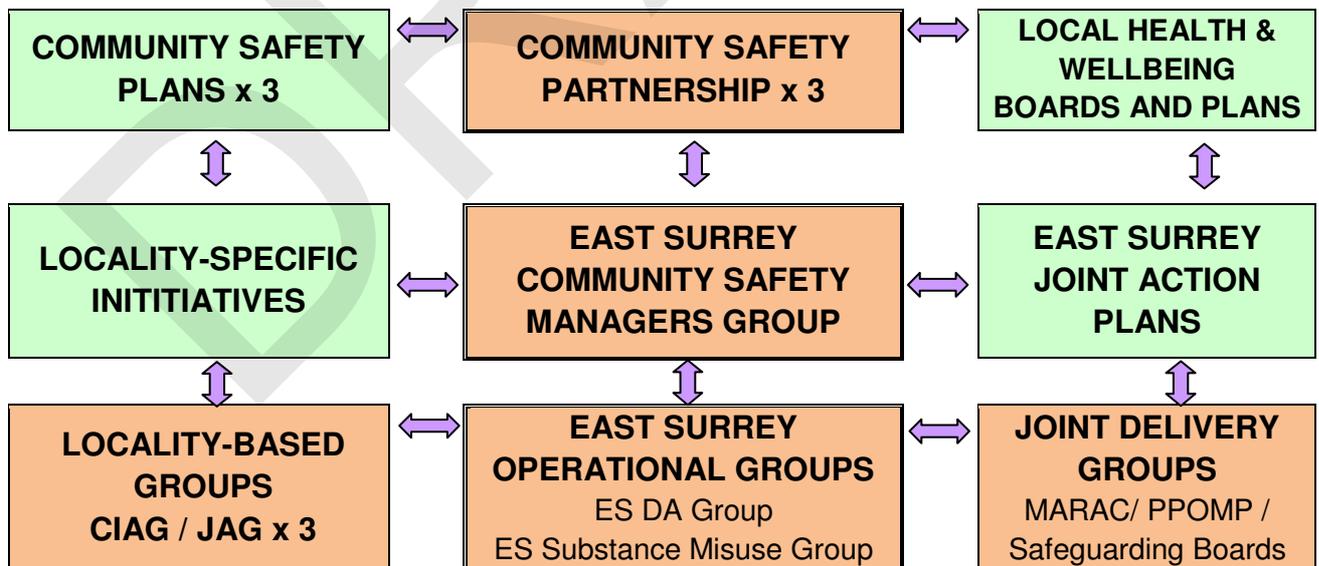
Current Surrey structure



Borough and district level:

There are currently 11 CSPs across Surrey. Local priorities are addressed through the CSPs’ annual Community Safety Plans and the delivery groups below them. These include the multiagency CIAGs (Community Incident Action Group) which focus on individuals whose antisocial behaviour impacts on the community and the JAGs (Joint Action Groups) which address area-based issues.

Current East Surrey Structure



In the eastern part of the County, Mole Valley, Tandridge and Reigate & Banstead have historically worked in close collaboration, as shown above.

Joined-up delivery is enhanced through shared-funding of posts and the establishment of joint specialist groups on issues such as domestic abuse and substance misuse.

Single officer representation on County-level groups has already significantly reduced the number of meetings individuals are required to attend. Community Safety colleagues brief each other at the quarterly Community Safety Managers group and through pre-meeting discussions to ensure all views are represented accurately.

iii. Police and Crime Commissioner (PCC)

The Government continues to recognise the successes of Community Safety Partnership working and its contribution to reducing crime over many years. In the post PCC-election landscape, it has directed CSPs and Police and Crime Commissioners (PCCs) to work together through:

- CSPs sending their annual community safety plan and strategy to their local PCC
- 1 or more CSPs attending PCC meetings
- CSPs submitting any merger requests to their PCC (but the PCC cannot impose mergers)
- The PCC requesting reports from CSPs on specific issues

Funds previously allocated to CSPs are now directly under the remit of the PCC. To be successful in future bidding, it will be important to ensure that CSPs:

- Demonstrate the effectiveness of local delivery in addressing their priorities.
- Consider how to imaginatively align local priorities to those within the PCC's Policing Plan to secure further investment.

iv. Current Government policy

The Government has re-emphasised its desire to reduce reoffending and address social-economic factors that impact on behaviour, especially since the riots in 2011. The establishment of the "Troubled Families" programme identified "120,000" families requiring support to:

- get their children back into school
- reduce youth crime and anti-social behaviour
- put adults on a path back to work
- reduce the high costs they place on the public sector each year

In Surrey this scheme is called the Family Support Programme and in the East is delivered jointly across Mole Valley, Reigate & Banstead and Tandridge, with close ties to the CIAGs.

3. Community Safety Priorities

The Surrey single strategic assessment identified the following priorities for 2014-15:

- Anti-Social Behaviour
- Domestic Abuse
- Drugs
- Alcohol
- Burglary

Priorities for CSPs in the East are shown below:

MOLE VALLEY	REIGATE & BANSTEAD	TANDRIDGE
Substance misuse (with a key focus on alcohol)		Vehicle crime
Domestic Abuse		
Domestic Burglary		
	Antisocial Behaviour (with a focus on Neighbour Disputes)	Non-domestic burglary (including rural crime)

As can be seen, there is considerable overlap with the County priorities and across the East but also some specific issues that need to be addressed at a local CSP level.

4. Outcomes / performance framework.

The aim of the County Community Safety Board is to
“Develop strategies and oversee plans that aim to increase the sense of safety of the people of Surrey.”

CSPs aim to deliver this at a local level by addressing the priorities identified in their Community Safety Plans

Success is evaluated through a number of measures;

- Police Customer Satisfaction Survey
- Police and SCC Joint Neighbourhood Survey
- Local resident surveys
- Progress against any local targets (NB the PCC’s Policing Plan *does not* contain any numerical targets)
- Recording of outputs and proxy outcomes e.g. web link “hits”

A move to setting medium to longer term outcomes, rather than short term target management is underway, initiated by the Government’s removal of National Indicators and reflected in the lack of numerical targets within the Surrey Policing Plan.

5. Commissioning of Community Safety services.

Commissioning is predominantly carried out at a County level, with Domestic Abuse Outreach services now procured centrally through PCC funds and substance misuse services secured through Public Health budgets.

At a local level, Tandridge and Reigate & Banstead have funded a Drug and Alcohol Assertive Outreach Worker for many years to work with those whose chaotic substance-misuse impacts on their local community. Mole Valley has recently joined the commissioning of this post.

6. East Surrey consultation on future partnership structures:

Early discussions with responsible authorities across Mole Valley, Reigate & Banstead and Tandridge CSPs have identified a desire to form a single East Surrey Community

Safety Partnership. As highlighted above, co-ordinated delivery and single representation across these CSPs has already been established over a number of years.

The Home Office is supportive of CSPs merging where this is felt to improve local delivery and the reduction of antisocial behaviour and crime. The Surrey PCC, Kevin Hurley, has also stated his support for this approach within Surrey.

Benefits / added value

i. A merged East Surrey CSP would provide enhanced strategic leadership to reduce crime & disorder, particularly through:

- Encouraging even closer collaborative working on shared concerns.
- Promoting the integration of Community Safety priorities across mainstream policies and services.
- Achieve stronger “buy-in” from county-wide partners who currently have to attend 3 separate CSPs.
- Increasing community reassurance through co-ordinated awareness-raising campaigns.
- Stronger influence on decision-making at the Surrey Community Safety Board.
- Improved identification of funding opportunities and combined funding submissions, based on robust collaborative bids.
- Contributing to and supporting the delivery of relevant County-wide strategies.
- Ensuring the strategic vision is translated into real change across East Surrey

ii. A merged CSP would also increase efficiencies through a reduction in meetings for County-wide partners including Surrey Police and a reduction in officer time preparing & attending CSP meetings for Borough and Districts.

iii. Locality-specific issues would continue to be addressed through the borough & district based CIAGs and JAGs as at present.

7. Legal process for a merger

There are three stages to a merger:

- i. Ensure all responsible authorities across the area wish to merge and submit a joint application to the Police & Crime Commissioner
- ii. The PCC to determine if a merger would be in the interests of reducing crime and disorder, combating misuse of drugs, alcohol or other substances and or reducing re-offending in the East Surrey area.
- iii. Inform the Home Office of the new name and contact details

8. Information Sharing and IT

Agencies in the current CSPs are all signatories to the Surrey Information Sharing protocol and so there will not be an issue in relation to the sharing of information. The use of SafetyNet as a case-management system is currently being rolled out and will be used as part of the process.

9. Transition

It will require strong and clear leadership from all Responsible Authorities to ensure that the transition and change is managed effectively and that organisationally there is a consistent approach taken.

Robust Terms of Reference need to be quickly agreed to ensure a full and consistent understanding across all partners and stakeholders need to be fully engaged in embedding and the new partnership arrangements while at the same time maintaining delivery against the strategic and local priorities.

10. Dissolution and Expansion

Any responsible authority can request to withdraw from the East Surrey CSP with 12 months' notice. If there is a dispute this will be resolved through the Surrey Community Safety Board.

Additional CSPs may apply to merge with the East Surrey CSP. This will require a majority agreement from the responsible authorities within ES CS, as reflected in the Terms of Reference.

11. Next steps

Each responsible authority will consult on the proposed merger at the appropriate level. Local authorities will progress this through the following routes:

MOLE VALLEY	REIGATE & BANSTEAD	TANDRIDGE
8/4/14 Executive	16th April 2014 Executive	27th March 2014 Resources Committee

If approved, written agreement will be sought from each responsible authority with a view to holding an inaugural meeting in July 2014 where Terms of Reference will be approved and a Chair elected.