

BACKGROUND

It is a requirement for every local authority to ensure it has a committee with the purpose of scrutinising the discharge of crime and disorder functions. Following the creation of the Safer North Hampshire Community Safety Partnership in 2012, the Joint Crime and Disorder Overview and Scrutiny Committee was formed. This committee meets annually to scrutinise the work of the Safer North Hampshire Community Safety Partnership and is made up of Councillor representatives from across all three local authorities (Basingstoke & Deane Borough Council, Hart District Council and Rushmoor Borough Council).

PURPOSE

- To scrutinise decisions made or other action taken in connection with the discharge of the crime and disorder functions by the joint Community Safety Partnership.
- To monitor and review the performance of the joint Community Safety Partnership and progress made against the Partnership Plan priorities.
- To make reports or recommendations to the local authorities, joint Community Safety Partnership and Police and Crime Commissioner with respect to the discharge of the crime and disorder functions.
- The committee shall prepare an annual report for the Councillor representatives.

STRUCTURE

- The committee shall consist of nine Councillors to be made up of three Councillors nominated from Basingstoke and Deane Borough Council, Hart District Council and Rushmoor Borough Council respectively.
- With the exception of Cabinet members and members of the Community Safety Partnership, any Councillor of the respective Council may act as a substitute for the nominated member.
- Each council may change their nominated Councillor(s) at any time.
- The committee meeting shall be attended by the previous year's Community Safety Partnership chair (if different to the incumbent) and the current chair of the joint Community Safety Partnership, to present the performance report.
- Other statutory representatives of the joint Community Safety Partnership and officers from the each council's Community Safety team shall also attend to respond to questions from the committee (see Partner attendance and participation).

STATUTORY FUNCTIONS

As per s19 of the Police and Justice Act 2006 every local authority shall ensure it has a committee (the "crime and disorder committee" with power:

- To review or scrutinise decisions made, or actions taken, in connection with the discharge by the responsible authorities of their crime and disorder functions
- To make reports or recommendations to the local authority with respect to the discharge of those functions

ADMINISTRATION AND PROCEEDINGS OF THE COMMITTEE

- The committee shall meet annually to scrutinise the performance of the joint Community Safety Partnership relating to the previous financial year.
- The administration of the committee shall rotate between the councils on an annual basis.
- The chairmanship of the committee shall rotate between the councils on an annual basis unless otherwise agreed by all parties
- The committee shall follow the procedures of the hosting council.
- The hosting council committee officer shall liaise with the chair of the Community Safety Partnership and Community Safety Lead by March of each year in order to set the date of the Scrutiny meeting. The hosting council committee officer shall notify the committee services teams of the other councils as soon as the date is set so that members are aware of the date prior to accepting the nomination in May.
- The committee members shall meet informally as soon as possible after nominations to the committee have been confirmed and prior to the scrutiny committee meeting to:
 - Select a Chair who will receive a briefing on the purpose and delivery structure of the joint Community Safety Partnership from the host authority Community Safety lead prior to the meeting
 - Review the annual report and Partnership Plan of the joint Community Safety Partnership
 - Prepare a list of items they wish to explore at the Scrutiny meeting so that relevant information can be gathered for the meeting by representatives of the joint Community Safety Partnership
- Publication of the committee report will be in accordance with the timetable of the hosting council.
- The minutes of the meeting shall include a list of joint Community Safety Partnership representatives and officers present at the meeting for reference.
- The minutes of the meeting shall record the actions agreed, by whom and by when. The hosting authority Community Safety lead shall coordinate feedback to the committee on the actions agreed via the committee officer of the hosting council.

PARTNER ATTENDANCE AND PARTICIPATION

- Statutory and co-opted members of the Community Safety Partnership are expected to provide contribution to the report and Partnership Plan updates ahead of the meeting
- Statutory and co-opted members of the Community Safety Partnership are expected to attend and be prepared to participate in the meeting
- Where a normal partner representative is not available to attend, they will seek a substitute and brief them in advance of the meeting
- All partner representatives must be empowered to take make decisions on behalf of their organisation and take action as a result of the discussions at the meeting
- Partners will be briefed on the meeting format and relevant democratic processes ahead of the meeting should they require it

MEMBERSHIP

Statutory Partners

Basingstoke and Deane Borough Council
Hampshire Constabulary (Basingstoke and Deane Police District)
Hampshire Constabulary (Hart and Rushmoor Police District)
Hampshire County Council
Hart District Council
Hampshire Fire Authority
NHS - Frimley Integrated Care Board
NHS – Hampshire and Isle of Wight Integrated Care Board
The Probation Service
Rushmoor Borough Council

Co-opted Partners

Army

Hampshire and Isle of Wight Fire and Rescue Service
Hampshire County Council – Violence Reduction Unit
Hampshire County Council – Youth Offending Team
Office of the Police and Crime Commissioner

DATE CIRCULATED

UPDATE AGREED AT CSP

CSP CHAIRPERSON

SIGNATURE

TO BE REVIEWED EVERY 3 YEARS. Next review due:

May 2026