

Report to: Safe Newcastle Board For Information and Comment

From: Helen Wilding, Partnership Drugs Coordinator

Report Title: Development of Safe Newcastle structure and strategic cycle

Date: 23 Sept 2008

1. Background

- 1.1. Safe Newcastle's Improvement Programme includes work to ensure that we improve our performance against the Hallmarks of an Effective Partnership, as identified by the Home Office. These are:
 - 1..1. Empowered and effective leadership
 - 1..2. Intelligence-led business processes
 - 1..3. Effective and responsive delivery structures
 - 1..4. Engaged Communities
 - 1..5. Visible and constructive accountability
 - 1..6. Appropriate skills and knowledge.
- 1.2. Key influences in the way we take forward the Improvement Programme are to make sure that Safe Newcastle incorporates the functions and requirements relating to being:
 - 1.2.1. the Crime and Disorder Reduction Partnership (CDRP); and
 - 1.2.2. the Drug Action Team (DAT); and
 - 1.2.3. a delivery partnership of the Local Strategic Partnership (LSP).
- 1.3. In 2007/2008, Safe Newcastle undertook the work to develop the first Safe Newcastle strategy under the new requirements introduced in the recent Police and Criminal Justice Act. This requires CDRPs to produce an annual three-year rolling strategy informed by an annual strategic assessment.

2. Review of process

- 2.1. In 2007/2008, a group of Safe Newcastle officers from the Community Safety Unit and Drug Support Unit met routinely to project manage the process by which the Safe Newcastle strategy 2008-2011 was developed.
- 2.2. This group of officers met in May 2008 to identify lessons to learn so that we can improve the strategy development process in the future. The review meeting also included representatives from Northumbria Police, Regen Forum and Newcastle Community Empowerment Network.
- 2.3. A number of areas for improvement were identified which include:
 - 2.3.1. Improving engagement of the membership of the Board, as the statutory strategic group responsible for the development of the strategy.
 - 2.3.2. Aligning Board meeting dates to key stages in the strategy development process
 - 2.3.3. Being clearer about where, how and when communities, voluntary sector and businesses become engaged in different stages of the strategy development process

2.3.4. Developing a structure for Safe Newcastle that fits more closely to the strategy and vice versa

2.3.5. Being clearer about how we can align the overall strategy development processes with other processes to develop strategies and plans that meet other requirements (e.g. the Adult Treatment Plan; the Anti-social behaviour strategy) to minimize the need for duplication.

2.4. At the time of writing, there are no firm recommendations in relation to all of the issues identified. Further discussions are taking place amongst Safe Newcastle officers and members of the Responsible Authorities Group with a view to a further update and recommendations at your meeting in November.

3. Work to date

3.1. In order to plan key meeting dates for the membership of the Board, we have focussed discussions on the meeting timetable that is needed to complete the new strategy for 2009 as well as meet key governance requirements in the remainder of 2008 and in 2009. We recommend that the timetable of dates should include:

| When | What | To achieve (minimum) |
|---|--|--|
| 20 November 2008 9.30am - 12 noon (as currently planned) | Board meeting | <ul style="list-style-type: none"> • Quarter 2 finance and performance report |
| 20 November 2008 - PM | Safe Newcastle Annual General Meeting (as per Safe Newcastle Constitution) | <ul style="list-style-type: none"> • Representatives from different parts of Safe Newcastle's work to come together. • Discuss emerging priorities for the future strategy |
| Late January 2009 – dates to be confirmed | Stakeholder event(s) to discuss the developing strategy | <ul style="list-style-type: none"> • Detail to be agreed • Board membership to be involved in order to meet 'Face the People' requirements |
| Last week of March 2009 – date to be confirmed | Board meeting | <ul style="list-style-type: none"> • Adopt new strategy • Quarter 3 finance and performance report |
| Last week of June 2009 – date to be confirmed | Board meeting | <ul style="list-style-type: none"> • Year end finance and performance report • If necessary – elect new Chair and Vice Chair |
| Third/fourth week of November 2009 – date to be confirmed | Board meeting | <ul style="list-style-type: none"> • Quarter 1 and 2 finance and performance report |
| Third/fourth week of November 2009 (PM of same day) | Safe Newcastle Annual General Meeting | As 20 November above |

4. Recommendations

4.1. Safe Newcastle is asked to

- 4.1.1. Agree the timetable of dates that include membership of the Board outlined in paragraph 3.1 above
- 4.1.2. Agree to receive a further report and recommendations at the next meeting in November

Contact details: Helen Wilding : Tel: 278 8125 Email: Helen.wilding@newcastle.gov.uk

Background papers

“Delivering Safer Communities: A guide to effective partnership working. Guidance for Crime and Disorder Reduction Partnerships and Community Safety Partnerships”. Home Office, September 2007.