

Safer Neighbourhood Board (SNB)

Terms of Reference

As approved on 20th July 2020

Aims and objectives of the Tower Hamlets Safer Neighbourhood Board (SNB)

The Tower Hamlets Safer Neighbourhood Board will:

1. Ensure communities are more closely involved in problem solving and crime prevention. This would mean:
 - a) having access to Safer Neighbourhood Board Fund to support local engagement and crime prevention projects; and
 - b) working with local people and partners to nominate the tasks local offenders should undertake to pay back to the neighbourhood for their crimes
2. Have a broad remit to reflect MOPAC's broader responsibilities. This would mean:
 - a) working in partnership with the local police and Community Safety Partnership to set local policing and crime priorities;
 - b) working with the police and partners to ensure every ward has a functioning Ward Panel; and
 - c) working to increase the provision of Neighbourhood Watch.
3. Have greater reach and ensure a more frequent refresh of ideas and views. This would mean:
 - a) widening engagement with previously under-represented groups such as young people and victims, allowing their voices to be heard and to influence local delivery;
 - b) bringing greater democratic accountability to MOPAC community engagement through the inclusion of elected members; and
 - c) limiting tenure of SNB Officers to three years to ensure the SNB Officers are regularly refreshed.
 - d) SNB Officers may (if they so wish) stand for re-election after their first term of office, and if re-elected may remain in office for a further three years. No SNB Officer may serve more than six years in total.
4. Provide greater public accountability of policing. This would mean:
 - a) Monitoring data on victim complaints and complaints against borough officers;
 - b) Monitoring police and partner performance on crime reduction and community confidence;
 - c) Ensuring a local stop and search community monitoring group is in place, receiving reports on and publicising their work;
 - d) Receiving reports on the outcomes of the Independent Custody Visiting (ICV) scheme, delivered by their borough ICV panel, and publicising its work.
5. Make more efficient use of resources to deliver value for money and target funds at tackling issues of local concern and crime prevention. This would mean:
 - a) Supporting the rationalisation of the range of groups and forums that operate locally – e.g. independent custody visiting, stop and search community monitoring groups, Ward and Neighbourhood Panels – into one coherent structure; and

- b) Ensuring that a greater percentage of the money available from the Safer Neighbourhood Boards Fund is better targeted at crime prevention and community engagement activities by limiting administration costs.

Membership of the Tower Hamlets Safer Neighbourhood Board

The membership of the Board will be maintained at between 15 and 20 members to ensure it remains effective. It will include:

- 1) A Chair (who will be a resident member)
- 2) Up to two Vice-Chairs (who will be [a] resident member[s])
- 3) A Representative from each Tower Hamlets Ward Panel – normally the Ward Panel Chair
- 4) Victim representation
- 5) Stop & Search representation
- 6) Up to two members for Youth and/or Youth IAG representation
- 7) Probation representation
- 8) ICV representation
- 9) IAG representation
- 10) Neighbourhood Watch representation
- 11) LBTH Voluntary Sector representation
- 12) Up to three resident members may be co-opted by the Board to provide:
 - representatives of other local group(s), and/or
 - people with particularly relevant skills and experience, and/or
 - essential continuity of operation.

In addition to the Board Members there will be four regular invited attendees:

- 1) The Borough Police Commander
- 2) The LBTH Head of Community Safety
- 3) The LBTH Cabinet Member responsible for Community Safety
- 4) The MOPAC SPOC

The role of the Chair, Vice-Chair (and any other officers) in the Tower Hamlets SNB

- a) The appointment of Chair and Vice-Chair and any other officers will be for a period of 3 years, to be reviewed by the SNB following a period of 6 months and thereafter annually.
- b) To lead the Tower Hamlets SNB, ensuring it operates effectively and exercises its functions in line with MOPAC requirements and terms of reference.
- c) To manage all aspects of Board meetings, including agenda setting, chairing of meetings, agreeing minutes and monitoring actions to be taken.

Secretariat support for the Tower Hamlets SNB

- a) The London Borough of Tower Hamlets will provide secretarial support to the Board
e.g: Preparing agendas, arranging meeting venues and recording minutes of meetings.
- b) Liaison with MOPAC
- c) Submission of bids to the MOPAC Safer Neighbourhood Boards' Fund and the submission of the proforma demonstrating the work of the board.

Meetings of the Tower Hamlets SNB

- a) The Board will meet once every two months, at a venue and time to be decided in agreement with the Board members

- b) At least every four months the Board meeting will review crime statistics and the activities of the Police and LBTH Community Safety Department
- c) If and when necessary, the Board may schedule additional meetings and/or workshops where appropriate

Conflict of Interest

- a) Members are obliged to declare a conflict of interest if they, or the organisations they represent, stand to gain financially from any decision taken by the Partnership.
- b) Should such a conflict of interest occur, the member concerned will not be able to participate in or vote on the decision in question and may, at the discretion of the Chair, be requested to leave the meeting while the issue is being discussed and decided. It lies within the discretion of the Chair to judge when such a situation exists.

Decision-Making and Voting Rights

- a) All questions shall be decided by a majority of votes of the members present and voting, and in the case of an equality of votes the Chair of the meeting shall not have a second or casting vote and the resolution shall be deemed to be lost.
- b) The Board will be quorate if six or more members are present.
- c) If voting is required at a meeting where the Board is not quorate, then any decision(s) will be taken on a temporary basis, and must be ratified at the next meeting of the Board that is quorate.
- d) The Board may from time to time make and alter rules for the conduct of their business and the summoning and conduct of their meetings. No rule may be made which is inconsistent with these Terms of Reference.
- e) The Chair of the Board may allow an appropriate alternate to attend a meeting in place of a member who is unavailable. For the purpose of a quorum the alternate shall be counted as a member and shall have full voting rights on that occasion. Non-members do not have voting rights.

Original Text Dated: 9th July 2016

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