

DRAFT

Watford Borough Council Community Safety Partnership Task Group

Terms of Reference

The Council's designated crime and disorder committee under Section 19(1) of the Police and Justice Act 2006 is the Community Safety Partnership (CSP) Task Group - that reports to the Overview and Scrutiny Committee.

The function and terms of reference of the group are as follows:

1. To act as a 'critical friend' of the CSP, providing it with constructive assessments at a strategic level rather than examining the working of individual partners at an operational level.
2. To comprise a maximum of 7 councillors, agreed by Overview and Scrutiny Committee.
3. The Chair to be a member of the Overview and Scrutiny Committee having been appointed by that Committee.
4. To scrutinise the work of the One Watford CSP (including the CSP's strategic assessment and partnership plan) and the partners who comprise it; insofar as their activities relate to the partnership itself.
5. To review and comment on the CSP annual priorities including the risk register.
6. To develop and maintain an annual work programme of topics/themes for scrutiny – with performance against the partnership plan considered as the potential benchmark for a selected topic.
7. To access and assess appropriate information held by the council.
8. To request the attendance of appropriate responsible/cooperating authorities and other CSP partners to task group meetings to assist with the scrutiny process. Where possible, **at least 4 weeks notice** will be given requesting attendance.
9. To make reports and/or recommendations (through the Overview and Scrutiny Committee) to the CSP and relevant responsible/cooperating authorities - and consulting with the CSP prior to publication. *(And as required by the legislation, responsible/cooperating authorities must respond to the relevant recommendations within 28 days of receipt).*
10. To monitor, as appropriate, progress in implementing any recommendations.
11. To prepare an annual report for Full Council through the Overview and Scrutiny Committee.