

**The East Riding of Yorkshire Community Safety Partnership**

**Minutes of Board meeting held 18<sup>th</sup> March 2019**

**Room 3, County Hall, Beverley**

<b>No.</b>	<b>Item</b>	<b>Action</b>																																						
1.	<p><b>Election of Chair / Vice-Chair</b> Cllr Horton had nominated himself to continue as Chair of the partnership. Dan Meeke had nominated himself to be elected as Vice-Chair of the partnership. Both nominations were seconded and carried. <i>Resolved: Cllr Horton to continue as Chair for financial year 2019/20.</i> <i>Resolved: Dan Meeke to be elected as Vice-Chair for the financial year 2019/20.</i></p>	<p><b>CSP Admin</b></p> <p><b>SH DM</b></p>																																						
2.	<p><b>Welcome, introductions and apologies</b> Introductions were completed around the table.</p> <table><tbody><tr><td>Cllr Sean Horton (SH)</td><td>Chair</td></tr><tr><td>Paul Abbott (PJA)</td><td>ERYC, Head of HTPP</td></tr><tr><td>Eoin Rush (ER)</td><td>ERYC, Head of CYPSS (for Kevin Hall)</td></tr><tr><td>Chief Supt Phil Ward (PW)</td><td>Humberside Police</td></tr><tr><td>Debbie Fagan (DF)</td><td>Office of Police &amp; Crime Commissioner</td></tr><tr><td>Robbie Walker-Brown (RWB)</td><td>Office of Police &amp; Crime Commissioner</td></tr><tr><td>Kate Munson (KM)</td><td>National Probation Service</td></tr><tr><td>Russell Wenn (RW)</td><td>ERY Clinical Commissioning Group</td></tr><tr><td>Sian Broughton (SB)</td><td>ERVAS</td></tr><tr><td>Nick Middleton (NM)</td><td>SMILE Foundation</td></tr><tr><td>Dan Meeke (DM)</td><td>Humberside Fire &amp; Rescue Service</td></tr><tr><td>Remmie France (RF)</td><td>HM Prison Service</td></tr><tr><td>Sonia Leake (SL)</td><td>Interserve (for Jackie Green)</td></tr><tr><td>Lisa Sheldon (LS)</td><td>Shelter</td></tr><tr><td>Darren O'Neil (DO'N)</td><td>ERYC, Integrated Youth Support Service</td></tr><tr><td>Charlotte Hetherington (CH)</td><td>ERYC, CSP Strategic Review Officer</td></tr><tr><td>Max Hough (MEH)</td><td>ERYC, Crime &amp; Disorder Reduction Manager</td></tr><tr><td>Marie Chappell (MC)</td><td>ERYC, Safeguarding Adults Board</td></tr><tr><td>Tony Margetts (TM)</td><td>ERYC, Substance Misuse Manager</td></tr></tbody></table> <p><b>Apologies</b> Kevin Hall (KH) ERYC, Director CFS Jackie Green (JG) Interserve Susan Oliver (SO) HWRCC</p>	Cllr Sean Horton (SH)	Chair	Paul Abbott (PJA)	ERYC, Head of HTPP	Eoin Rush (ER)	ERYC, Head of CYPSS (for Kevin Hall)	Chief Supt Phil Ward (PW)	Humberside Police	Debbie Fagan (DF)	Office of Police & Crime Commissioner	Robbie Walker-Brown (RWB)	Office of Police & Crime Commissioner	Kate Munson (KM)	National Probation Service	Russell Wenn (RW)	ERY Clinical Commissioning Group	Sian Broughton (SB)	ERVAS	Nick Middleton (NM)	SMILE Foundation	Dan Meeke (DM)	Humberside Fire & Rescue Service	Remmie France (RF)	HM Prison Service	Sonia Leake (SL)	Interserve (for Jackie Green)	Lisa Sheldon (LS)	Shelter	Darren O'Neil (DO'N)	ERYC, Integrated Youth Support Service	Charlotte Hetherington (CH)	ERYC, CSP Strategic Review Officer	Max Hough (MEH)	ERYC, Crime & Disorder Reduction Manager	Marie Chappell (MC)	ERYC, Safeguarding Adults Board	Tony Margetts (TM)	ERYC, Substance Misuse Manager	<p><b>Action</b></p>
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3.	<p><b>Minutes from the previous meeting</b> The minutes of the meeting held on 17 December 2018 were agreed as an accurate record.</p>																																							

RWB updated the partnership on the current funding position vis a vis Not in our Community (NIOC) and 'Eskimo Soup'. It was confirmed that there is currently no funding for NIOC post-30 June 2019.

- 4. Crime Reduction Fund and Community Safety Fund (MEH)**  
MEH summarised the funding position with both the CRF (Crime Reduction Fund) which disburses small grants to community groups and also the large grant scheme which covers larger projects.

MEH drew particular attention to the excellent support and administration work being done by Two Ridings, who have provided very robust and clear support with appropriate challenge for small grant applications from the community sector. MEH undertook to pass on this feedback.

**MEH**

- 5. Strategic Review of the CSP – update paper (CH)**  
CH summarised the report and referred to the expressed need of members during interview for a “doing” board rather than a “talking shop” board. There was a theme emerging of consistent attendance in the form of regular attendance coupled with consistent representation, which are both very important to the well-being of partnerships.

Attendance has improved significantly in recent meetings across the board. CH stressed that many of the recommendations are small “tweaks”.

CH described the suggested structure towards the end of the report, which described supportive challenge in the form of the members Overview and Scrutiny Sub-Committee rather than the creation of another duplicative meeting which may comprise of similar people across several other meetings.

CH referred to the concept of “supportive challenge” and the need to increase this in the CSP. Holding one another to account is a key function of the partnership.

DM referred to the key concept of “action” and the need to create the perception with stakeholders that the CSP is active and pursuing objectives in an active way.

PJA emphasised that, although several members may appear to be East Riding of Yorkshire Council-centric, actually many members represent a much wider constituency, eg Safeguarding Partnerships, Boards or Public Health matters.

*Resolved: That the partners are present to task others and hold them to account – strategic level representation is expected.*

RW pointed out that the East Riding CCG does not cover the totality of the area and certain points, eg Vale of York, have some blending of services. Also within other areas, eg Prisons, NHS England are the major commissioning partnership. The CCG is operating to a deficit planning process so monetary contributions are not possible. However, meetings, staff time and analytical support time could be offered.

## **5.1 Recommendations**

A.1 It is recommended that all parties urgently consider their statutory obligations with regards to the Community Safety Partnership and evaluate as to whether they are making an adequate and valuable contribution.

*Agreed*

B.1 It is recommended that an annual calendar of activity be created for the ERYCSP. This planner will address regular annual events and campaigns that the ERYCSP could engage in as a collective (E.g. Bonfire night, E-Safety, Drink Driving etc.).

*Agreed*

B.2 It is recommended that an agenda planner be created to ensure that subgroups and action plans are discussed in a timely manner and where appropriate people are held to account or commended for their work.

*Agreed*

B.3 Due to the cross boundary nature of many of the Members geographical areas of responsibility and their presence requirements at other Partnership Boards, it is recommended that the individual in charge of planning the meeting schedule and agenda for the year ahead, engages with the other partnership boards both within and outside the East Riding area.

*Agreed*

B.4 It is recommended that the Partnership adopt a more proactive stance, as opposed to its current passive approach. Issues, such as terrorism, of which most agencies have some level of responsibility, should be strategically lead by the partnership and subject to robust scrutiny by all agencies within the ERYCSP.

*Agreed*

B.5 It is recommended that the Partnership give due resource to horizon scanning activity, so that issues can be identified before they become headline news by implementing and utilising community tension monitoring techniques and 'report-it' style apps.

*Agreed*

C.1 It is recommended that the ERYCSP formalise subgroups – see appendix A for a suggested structure. The final structure will depend

on the agreement of the ERYCSP core priorities, annual priorities and the division of thematic work across the three boards.

*Agreed*

- C.2 The ERYCSP governance documentation be updated to ensure it captures all relevant subgroups and their terms of reference.

*Agreed*

- D.1 It is recommended that voting rights be considered by the Board and that an agreement be reached – either all constituted members are entitled to vote or just the responsible authorities. Subsequent to this agreement the Constitution will be updated.

*Agreed*

- D.2 It is recommended that all partner agencies should review their designated representative and give due consideration as to whether they are the most appropriate person to fulfil the function required of the Partnership.

*Agreed*

- D.3 It is recommended that consideration be given to extending an invitation to the Vale of York Clinical Commissioning Group.

*Agreed*

- E.1 It is recommended that a dedicated Administrator be appointed to the ERYCSP, utilising core funding from across the membership. (Also noted in resourcing). It is not practicable for a person engaged in the meeting to minute it.

*Agreed*

- E.2 It is recommended that a dedicated ERYCSP Manager be appointed, utilising core funding from across the membership. (Also noted in resourcing).

*Agreed*

- E.3 It is recommended that an agenda planner be created to ensure that subgroups and action plans are discussed in a timely manner and where appropriate people are held to account or commended for their work. It would be the duty of the ERYCSP Manager to compile this agenda – a function that is currently carried out by an LA Senior Manager who does not attend the ERYCSP (Also noted in strategic planning).

*Agreed*

- E.4 Due to the cross boundary nature of many of the Members geographical areas of responsibility and their presence requirements at other Partnership Boards, it is recommended that the individual in charge of planning the meeting schedule and agenda for the year ahead, engages with the other partnership boards both within and outside the East Riding area (also noted in strategic planning).

*Agreed*

- F.1 It is recommended that the ERYCSP creates annual action plans that address the priorities identified in the ERYCSP and JSIA and partners hold one another to account against these actions.

*Agreed*

- F.2 It is recommended that the ERYCSP develops and follows an annual schedule of joint activity – example included at Appendix A.

*Agreed*

- F.3 It is recommended that the Chair, particularly as the current Chair is relatively independent, take an active role in challenging and holding to account, as well as leading the meeting.

*Agreed*

- G.1 A dedicated Community Safety Partnership Manager, Analyst and Administrator to be appointed by the ERYCSP. These posts will need to be core funded, acknowledging the statutory nature of the Board. It is the understanding of the reviewing officer that funding of these posts, on a full time basis, will be in the region of £110,000, including on-costs. This sum, if shared equally across the six current Responsible Authorities, will be £18,333.33 per annum each. *The need for resourcing the CSP was agreed. The provision of existing resources by ERYC, the provision of analyst time by Humberside Police and PCC support were discussed.*

- G.2 It is recommended that the ERYCSP invest in creating a brand and identity, similar to that of the Safeguarding Boards, which is separate from that of the local authority and all other partnership agencies.

*Agreed*

- G.3 The ERYCSP is operating in a rather old-fashioned manner, not taking full advantage of the digital resources available to it, such as social media, information sharing applications and the hosting of a website. These resources can all be very low cost and high impact if utilised efficiently by the partnership to cascade relevant messages from individual agencies as well as the partnership as a whole. A digital presence will also raise the profile of the ERYCSP which will assist in managing the expectations and fears of the public, many of whom will not currently be aware of the ERYCSP, let alone the good work that is being quietly carried out by its partner agencies.

*Agreed*

G.4 It is recommended that in addition to the funding of personnel that Members should give consideration to an annual fund for activity around statutory duties such as community engagement activities around the JSIA. This would be suggested as a nominal sum, circa £500 per annum for each responsible authority.

*Agreed*

H.1 It is the view of the ERYCSP Strategic Review Officer that the LA are the best placed agency to continue the ongoing hosting and management of the CSP, however partners need to share the burden of resourcing this partnership (As noted in resourcing).

*Agreed*

H.2 To host the ERYCSP at another Responsible Authority would risk the unique needs of the ERY being swept up and lost in other areas which have a greater density of population, such as Hull or differing needs to other local authority regions, which can be recognised within the Authorities regions of responsibility.

*Agreed*

H.3 To utilise a commissioned service would still require a lead agency and as an outside party they would not have the direct access to information and resources a member of a Responsible Authority would. This could lead to unforeseen complications and implications about data sharing permissions, protocols, logistics and resource management complexities involved in hosting staff groups, meetings and combining multiple organisational HR practices in one harmonised staff group. Current arrangements in this regard also allow significant and effective “read-across” between strategic and operational staff time which allows flexible responses to problems etc. The energy required to establish this method of operations would counter any potential benefits of which none have been identified.

*Agreed – the partnership will not pursue the option of an “arms – length” arrangement at this stage.*

I.1 It is recommended that once the Board have agreed which recommendations to adopt, the Reviewing Officer will update the Constitution to reflect these changes and bring it to the next meeting for ratification and/or amendment.

*Agreed*

The CSP then discussed “branding” and the extent to which there is a need.

RWB identified some funding which could be deployed across the four Humberside CSPs and referred to a sum of money which could support some of the aims and recommendations CH had outlined in her report.

*With the offer comes challenge:*

The OPCC (Office of the Police and Crime Commissioner) wants the OBA planning process to be in place and to be clear with the public by the end of the year. This would create opportunities across the “partnership landscape”.

**RWB/DF**

*Resolved: That the CSP key officers and representatives agree a way forward with a tabled paper prior to the next CSP meeting in July 2019.*

**SH/PJA/  
RWB**

**6. Bridlington Early Intervention Project – update (PJA)**

PJA summarised progress and has almost completed an exit report on the outcomes from the above.

PW emphasised that none of the early intervention police elements would be withdrawn as they were still learning useful lessons for wider policing. Some changes will be made to neighbourhood teams but the fact remains that Bridlington remains the third highest demand ward in the force. PW is also looking at the police estate and how sharing resources (buildings and co-location in particular) would help the partnership overall.

**7. Domestic Homicide review – update (MEH)**

MEH summarised the DHR process and stressed the complexity of the matter in relation to there being multiple perpetrators, multiple agencies across multiple areas and the need to deal with bereaved family members who are rightly looking to take an active part in the process.

**8. Briefing Papers/Standing Items from Members**

Papers were circulated in advance on:

- i. ERSCP Three Boards Workshops - noted
- ii. CRC developments in East Riding - noted
- iii. Integrated Through the Gate Arrangements a presentation on the new support arrangements for those leaving prison was provided by SL and LS providing details of a 3 level approach being mobilised between August 2018 and March 2019.
- iv. Adult Safeguarding Board - noted
- v. Reducing Reoffending Board Strategic Priorities Plan - noted

The chair offered partners the opportunity to consider future agenda items.

*Agreed that a strategic risk register be provided on future agendas*

**9. Domestic Abuse Sub-Group (MEH)  
MARAC Review - recommendations**

All recommendations listed by MEH were accepted by the membership of the CSP.

**DA Performance (by exception)**

The CSP will receive a master list of outstanding actions which links together MARAC review recommendations and strategic recommendations, coupled with DA Sub-Group actions by the end of week commencing 25 March 2019.

**MEH**

**10. PREVENT – update**

The CSP heard the latest summary and update from PJA. The Home Office had previously confirmed their understanding the PREVENT is best managed under the auspices of the CSP. The East Riding of Yorkshire is a low risk area but does have some vulnerabilities, predominantly extreme right wing issues and self-radicalisation. The current shared Channel arrangements are considered to be working effectively. The North Bank Silver Group does however have differences of issues and delivery mechanisms between Hull and the East Riding.

A self-assessment and action plan to drive governance was discussed.

Approval was given to establish an East Riding Prevent Board, which would form part of a network of CSP sub-groups.

**PJA**

**11. Update from Humberside Police on recent inspections (PW)**

The latest inspection results are currently embargoed so were not available.

A fuller update would be available at the next meeting of the CSP.

**PW**

**12. Any Other Business**

**i. JSIA update (DF)**

DF updated on the latest progress on the JSIA.

**ii. PCC Grant Funding – Agencies Away Day (DF)**

DF gave various options for an Away Day in the summer including cancellation. The CSP agreed to press on with plans to schedule an Away Day but to incorporate learning from the recent Hull event.

**iii. CSP Outcome Based Plan – update consideration (DF)**

The CSP agreed to work towards incorporating the OBA principles previously outlined. RW emphasised that this work is very challenging and finding a balance between “too-broad” outcomes and narrow key/process indicators is very difficult.

**iv. EIYF (DF/RWB)**



DF and RWB described a very flexible fund which could help young people avoid getting into the criminal justice system. Members supported the principle of this idea.

**13. Future Meetings**

10:00am	1 July 2019
10:00am	30 September 2019
10:00am	16 December 2019

DRAFT