

OUTER HEBRIDES COMMUNITY SAFETY PARTNERSHIP

GOVERNANCE & ACCOUNTABILITY

Rationale for the partnership:

Q1• Why does this partnership exist?

A. The Partnership exists to discharge the Comhairle's responsibility for Community Safety and Antisocial Behaviour with the support of the key agencies. The Community Safety Partnership works to:

- Lead and co-ordinate joint planning and development of services, facilitating effective joint working between the partner agencies of the OHCSP in order to create safer communities.
- Promote, facilitate and maximise the use of inter agency resources in the development of effective services.
- Work with partner agencies to ensure that the direction of community safety services uses the National Intelligence Model as a strategic guide with assessment, monitoring and evaluation in place.

Q2• What are its agreed aims?

A. The Community Safety Partnership has a vision statement and key aims:

Our vision is for those in the Outer Hebrides to feel safe and secure, where people look out for neighbours, where crime rates are low and rapidly detected, where the environment is preserved, and a community recognised as offering an unrivalled quality of life in one of the safest and most scenic communities in Scotland.

We will through the community planning framework ensure that:

- *priorities are evidenced and are relevant locally;*
- *funding is focused on areas of need;*
- *safety and environmental challenges are tackled effectively and efficiently;*

Q3• Where have the aims of the Partnership been published?

A. The aims of the Partnership are published on the Community Safety webpage on the Comhairle's internet site which can be accessed on:
<http://www.cne-siar.gov.uk/communitysafety/index.htm>

Information on the website is updated monthly.

Q4• Can you identify a better way of serving the public?

A. The Community Safety Partnership has considered this question and it has concluded that the Partnership is a valid and credible vehicle for the delivery of its agreed aims. We will review the situation in March annually.

Added value from the partnership:

Q5• How does this partnership add value?

A. The Partnership adds value to the Comhairle's activities on Community Safety by providing staff to work with the Comhairle on relevant local projects, commits resources to meaningful projects, and supports the agencies by providing up to date statistics, evidence of local demand and local need.

Q6• How do you demonstrate this added value to the public?

A. The Community Safety Partnership has a webpage within the Comhairle's website providing detailed information on the work of the Partnership. The webpage contains local research, statistics, local information, minutes, activities and events as well as a detailed action plan. In addition to this, the Partnership produces quarterly newsletters and works with the local media to ensure good coverage of interest stories in the local press.

Q7• How do you know whether funds are being well spent?

A. The Community Safety Partnership has worked to develop an application form, scoring matrix and evaluation report proforma. This ensures that funds are targeted to areas of need which are relevant locally.

The Partnerships plans are approved by the Comhairle before being implemented.

Audited accounts are sent to the Scottish Government by Comhairle nan Eilean Siar each financial year.

Q8• How does the public know that partnership funds are being well spent?

A. Details of all the projects funded by the Community Safety Partnership are on the webpage. The action plan is also available on the webpage.

The website also highlights the level of funding available to the Community Safety Partnership. This page does not provide direct information on individual funding bids.

Governance arrangements:

Q9• How do your partnership's corporate governance arrangements link to those of individual partners?

A. The Community Safety Partnership reports to the Environmental Protection Committee of the Comhairle on its strategy and action plan. It also reports to the Community Planning Partnership to ensure that the other key agencies are aware of developments.

It is the responsibility of the Community Safety Partnership members to ensure that their organisations are kept informed of developments in community safety in the Outer Hebrides.

Q10• How are decisions made?

A. Agreement on issues under debate shall normally be reached by consensus. Any member present may, however ask for a vote to be taken. In such cases, the issue will be considered by motion and amendment duly moved and seconded, and by voting on the issue.

Q11. How are they recorded?

A. All decisions, including the number of votes for and against motions and amendments are be recorded in Minutes.

Q12. Who makes sure that they are acted on?

A. It is the responsibility of the Chairperson and Secretariat to ensure that decisions are acted upon.

Q13. Who scrutinises them?

A. All Minutes are on the Community Safety webpage and are therefore available for scrutiny by the Comhairle, the Community Planning Partnership and the public.

Q14. To whom are they reported?

A. Some decisions require to be reported to the Comhairle and the Community Planning Partnership. All decisions are available publicly on the webpage.

Performance management:

Q15. How do you know which partnership targets you are meeting and which you are failing to meet?

A. The Community Safety Partnership reports annually to the Scottish Government on targets and outcomes. Monitoring and evaluation are an essential element of our work and we are therefore very clear about meeting our targets.

Q16. Who manages and reports progress?

A. Progress reporting and management is carried out by the Health Improvement Policy Officer, Comhairle nan Eilean Siar and Sergeant Roddy Mackay, Northern Constabulary.

Financial management:

Q17• Who provides the money?

A. Comhairle nan Eilean provides the funding for Community Safety in the Outer Hebrides. This funding is supported by the provision of staff time from other agencies such as Northern Constabulary's Operation Harlequin.

Q18• Who decides how to spend it?

A. All the partners involved in the Community Safety Partnership recommend the allocation of funding. Approval of the action plan is required by the Community Safety Partnership and the Comhairle.

Q19• Can the money be reallocated?

A. Funding can be reallocated following approval from the Comhairle and/or the Scottish Government.

Q20• What are the financial reporting arrangements?

A. The Community Safety Partnership receive quarterly reports on funding and the Comhairle produces audited accounts annually for the Scottish Government.

Risk management:

Q21• How do you know when things are going wrong?

A. Each member of the Partnership with key responsibility for delivery on the action plan is asked to update on progress every quarter.

In addition, the Community Safety Partnership is currently working to develop the National Intelligence Model Framework for delivery of outcomes. This model will spot problems in delivery at the earliest opportunity.

Q22• Who can take action when things are going wrong?

A. The Chairperson must be informed if things go wrong to ensure that the appropriate members of the Community Safety Partnership are contacted and remedial action is taken.

Q23• How do you resolve conflicts of interest?

A. All representatives of members of Partnership recognise that conflicts of interest may arise and that they should advise other members of this through a declaration of interest in appropriate circumstances. Such conflict may arise from both financial and non-financial matters. Depending on the nature of the conflict the Chairperson may decide that there will be no further involvement by that representative member in the particular issue where there is conflict. The said representative member may be asked to withdraw from discussion but remain in the meeting or withdraw completely while the particular issue is dealt with.

Expressions by representative members that a conflict applies to a particular issue are encouraged and shall be noted in the Minute.

Termination arrangements:

Q24• What are the arrangements if this partnership comes to an end?

A. At this stage there are no arrangements in place for the Partnership to terminate.

Q25• Or if you decide no longer to be involved?

A. Membership of the Partnership is by organisation rather than individual. If an individual no longer wishes to be involved it is appropriate that the organisation ensure that a replacement is sought.

Q26• How will resources be reallocated back to partners?

A. The funding is from the Comhairle and will be returned to the Comhairle if the Community Safety Partnership comes to an end.

Serving the public:

Q27. How effectively does this partnership communicate with the public?

A. The Community Safety Partnership has a regularly updated webpage containing information currently being used by the Partnership. The Partnership also provides the public with locally relevant leaflets and information to increase awareness.

In addition to attendance at local events the Partnership organises quarterly newsletters, competitions, and local campaigns to increase public awareness of relevant local issues and promotions.

The Community Safety Partnership will endeavour to continually improve its communication with the public.

Q28. How can the public and service users obtain redress when things go wrong?

A. Complaints arising from either the provision of services or of the actions of the Community Safety Partnership members/staff fall within the appropriate complaint procedure of the appropriate authority or employing body.

Q29. Is there a complaints and suggestions process the public can use?

A. At present the procedure for complaints and suggestions is to write to Harry Miller at the Comhairle or Sergeant Roddy Mackay at Northern Constabulary.

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