

# Chippenham Safer & Supportive Communities Group (SASC) Terms of Reference

## 1. Purpose

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The Chippenham Safer & Supportive Communities Group (SASC) will identify local needs, priorities and outcomes and make recommendations to Chippenham Area Board.

## 2. Membership

The SASC group may include representatives from:

- Chippenham Area Board
- Older Peoples Champion
- Carers Champion
- Police
- Town and Parish Councils
- Dorset & Wilts Fire & Rescue Service
- Street Pastors
- Community Safety Officer
- Licencing Officer
- Community Engagement Manager
- Pubwatch
- Chippenham BID
- Purple Flag
- Community and voluntary organisations and groups
- Other organisations, agencies and individuals that have a genuine interest in promoting Safer & Supportive Communities

## 3. Participation and involvement

The group will actively engage with key stakeholders and strive to improve partnership working.

## 4. Structure

- 4.1. The Chairperson of the SASC group will be decided locally.
- 4.2. The Area Board Councillor on the SASC group will work the Chairperson of the HWG to present recommendations and provide updates on progress at Area Board meetings.
- 4.3. A smaller management group will take responsibility for coordinating and planning the SASC group activities. The management group will generally comprise of:
  - 4.3.1. The SASC group Chairperson
  - 4.3.2. Champions
  - 4.3.3. SASC group Secretary
  - 4.3.4. Community Engagement Manager
- 4.4. The appointment of councillors to SASC group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

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## **5. Responsibilities of the SASC group**

5.1. Key responsibilities of the SASC group include:

5.1.1. Facilitating and coordinating Safer & Supportive initiatives already in progress:

- 5.1.1.1. Safe Places Scheme
- 5.1.1.2. Purple Flag Scheme
- 5.1.1.3. Defibrillator Scheme

5.1.2. Facilitating and coordinating new Safer & Supportive initiatives e.g.:

- 5.1.2.1. Dementia Action Alliance
- 5.1.2.2. Hearing Loop
- 5.1.2.3. Telephone Befriending

5.1.3. Making recommendations to Chippenham Area Board regarding Safer & Supportive Initiatives

5.1.4. Monitoring and reporting on the quality and effectiveness local activities;

5.1.5. Monitoring and reporting on the quality and effectiveness of information and advice in the community area

5.2. Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a vote

5.3. The SASC group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

## **6. Media Relations**

Members of the SASC group may not issue media statements on behalf of SASC or Chippenham Area Board. Any media statements about the work of the SASC group should be agreed with between the SASC group Chair and Chair of Chippenham Area Board.