

LEWISHAM SAFER NEIGHBOURHOOD BOARD
Role Description for Board Members (final draft January 2014)

About the Board Meetings

The Lewisham Safer Neighbourhood Board will meet at least four times each year, plus a Special Election Meeting each year for the positions of Community Board Member.

At the next Board Meeting after the Election the Board will select two members to be Chair and Vice Chair for the year. ^A

The Board Meetings will be held in public, in Lewisham Council's Civic Suite, Catford, unless otherwise advertised.

At each meeting there will be a section for the public to question Board Members and witnesses, including the Police Borough Commander.

During the first part of each Board Meeting, the Board Members will look at reports and question the invited witnesses, including the Borough Commander.

The reports and questioning of witnesses should relate to policing and community safety in the borough of Lewisham, and be based on the following areas.

- Crime,
- Anti-Social Behaviour
- Police performance on complaints, satisfaction and confidence
- Use of Stop and Search by Police
- Independent Custody Visitors (ICV)
- Safer Neighbourhood Ward Panels
- Lewisham Police Independent Advisory Group (IAG)
- Stop and Search Scrutiny Group
- Neighbourhood Watch
- Community Payback
- Local police TASER usage
- Policing changes and significant initiatives

Role and Responsibilities of Board Members

All Board Members will be required to

1. Contribute to questioning of the witnesses at the meetings
2. Commit the time required to
 - a. attend the scheduled Board Meetings, minimum four per year, and the Special Election Meeting ^B
 - b. read papers in advance of the meeting,
 - c. follow up on actions generated from the meetings.
 - d. keep themselves informed with regards to policing and community safety issues and policy developments, community concerns and
 - e. support the Board between the public meetings
3. Work as a member of a team and abide by the convention of collective responsibility
4. Be prepared to represent the Board at other meetings or events, including those outside Lewisham, attend seminars, workshops and training at different times of the day, as far as possible
5. Act as an advocate on behalf of others when necessary
6. Not behave in a way that would bring the board into disrepute.

7. Work within the SNB's Terms of Reference, Equal Opportunity Statement and Code of Conduct
8. Actively contribute towards the Board achieving its Aims and Objectives

Footnotes:

- A The draft Terms of Reference ^C contains details of the Chair's responsibilities, who will be eligible for the Chair position, as well as the Aims and Objectives for the Board.
- B Under the Board's draft Terms of Reference, a Board Member who does not attend '*any three consecutive meetings*' will lose their position.
- C Draft versions of the Terms of Reference, the Code of Conduct, and this Role Description will be made publically available. They will also be circulated to those who are eligible to stand as Community Board Members and to the organisations who will appoint Board Members. The Board will be recommended to adopt the documents at their first public Board Meeting, to be held in 2014, and expected to develop an Equal Opportunity Statement within 6 months.

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Dated:	16 th January 2014.
Authors:	Florence Emakpose; David Michael, Jackie Addison and Daisy Cairns of the Lewisham Community Police Consultative Group.
Review date:	After adoption by the Lewisham Safer Neighbourhood Board, this document should be reviewed annually, at the meeting after the Community Board Member elections.