



Joint Agency Tasking and Co-Ordinating (JATAC) Group

Draft Terms of Reference - September 2017

The purpose of the JATAC Group is to **reduce and prevent crime and community safety concerns in the Borough of Milton Keynes** and provide a mechanism to enable issues and challenges common to a range of agencies and/or communities to be identified and tackled on a multi-agency basis.

Locally the aim of this Group is to bring together different agencies that may be able to contribute to resolution of complex crime and community safety matters in Milton Keynes. It will have several remits:

- To identify key issues in localities as they arise.
- To prioritise arising issues and implement long term reduction activity to mitigate future incidents.
- To Provide Partners with a platform to share any concerns of crime and community safety issues, and where appropriate share and seek support from JATAC members on individual partner activity to support the key aim of JATAC.
- Generate specific actions/operations/action plans or initiatives on a multi-agency basis to tackle issues.
- Provide targeted information and intelligence that will assist in the prevention and detection of crime and community safety concern
- To evaluate all actions to identify best practice and learning points, from both the partners and communities.
- To ensure two way flow of intelligence between the Police Tasking Group, JATAC and other partners.
- Monitor and prioritise annual trends and where appropriate look to adopt action plans on predicted areas of concern based on information and data.
- To prevent duplication and link with relevant organisations tasking meetings and ensure co-operation across Milton Keynes.

Structure

JATAC is responsible to the SaferMK Partnership Board. There will be two forms of JATAC:

Coordinating Group:

The Coordinating Group will meet on a 4 weekly basis it will be chaired by the Head of Community Safety on behalf of the Partnership. This will closely look at the risks and current trends and where appropriate task a group or request for an action plan to be developed. This group will monitor delivery on a regular basis.

Membership of this group will include:

- The SaferMK Support Team
- Milton Keynes Council ASB Team
- Partnership Tasking Coordinator
- Partnership Crime Prevention Officer
- Thames Valley Police representative from Investigative Hub
- Buckinghamshire and MK Fire and Rescue

JATAC:

The second group will meet on a quarterly basis and will provide the opportunity for wide partners to share and cascade information on crime and community safety issues and trends.

Representation will be invited from and include:

- Council departments responsible for delivery of key services:
 - Public Realm
 - Road Safety
 - Children and Family Practices
 - Children and Youth Provision
 - Enforcement Team
 - Housing/ASB Team
 - Public Health
 - Youth Offending Team
- Parish Community Safety Wardens
- Representative from the Neighbourhood Policing Team
- Park's Trust
- Fire Service
- National Probation Service
- Community Rehabilitation Company
- Registered Social landlords
- Private agencies with an interest in security
- Partners Against Crime
- Communications representative from the Partnership
- Crimestoppers
- Community Action MK
- Milton Keynes Equality Council
- Milton Keynes City Centre Management

Additional agencies may be invited to join, either on a regular or occasional basis depending on the issue.

Partners will be expected to support the delivery of actions and initiatives from JATAC.

Security of Information

All participants will be required to sign in to the Information Sharing protocol that covers the sharing of de-personalised data agreed by the SaferMK Partnership Board.

In cases where the sharing of personalised data is consistent and proportionate with the aim to reduce crime and disorder, all agencies will undertake not to share information and ensure storage of such information is secure in accordance with the Data Protection Act.

Benefits of the JATAC Group

With multi-agency working at the operational level comes the opportunity of co-ordinating responses, and subsequent target hardening of problem areas. In general, resources already available within each agency will be used, although there may be occasions where additional support or funding is needed. In these cases requests can be made to the JATAC at the time of proposals.

There is a designated fund for JATAC revised on an annual basis. Any requests will be considered in the first instance by the SaferMK support team and then discussed at JATAC for final approval.

Attendance

Representation from the key agencies at these meetings will need to be by individuals who have the authority to commit resources of their own organisation to agreed priorities. Every agency can submit proposals for initiatives or priorities.

Agenda and adding items

An agenda will be sent out no later than the Monday before the next meeting, ensuring partners are aware of the matters to be discussed. In some instances Partners will be contacted prior to the agenda going out if they will be asked to lead on specific tasks on behalf of the Partnership.

Should Partners wish to discuss and explore concerns and add to the agenda for JATAC, the Partnership Coordinator should be contacted 1 week before JATAC. Should an item be required for discussion after this deadline the Chair will need to be notified at the earliest opportunity.

Monitoring of Performance

All issues adopted by JATAC will have an action plan with a clear lead/coordinator. In order to evaluate the success of agreed initiatives an evaluation form will need to be completed.

Such evaluations will highlight good practice and areas of improvement for future initiatives, as well as provide background evidence to apply for funding as and when opportunities arise.

Review of Terms of Reference:

These will be reviewed on an annual basis.