

From: Philip Aldis, Community Safety Officer
To: South Cambs CDRP Board
Date: 15 April 2009

Rationalisation of CDRP Task Groups and meetings.

1. At the CDRP Development Day held on 2 April 2009, board members discussed the current structure of Task Groups, with particular attention being paid to making them as focussed and efficient as possible.

2. It was agreed to recommend the following changes to the existing Task Group structure:

Executive Group	cease to hold meetings, instead use email to circulate papers and documents for the group members to discuss and agree
Serious Acquisitive Crime Task Group	Merge the Burglary and Vehicle Crime Task Groups to form a "Serious Acquisitive Crime Task Group", reflecting the County wide group recently set up; this group will meet bi-monthly
ASB Strategic Group	This group to no longer exist, instead ASB strategic issues will be added to the existing monthly ASB Task Group meeting and/or referred to the Executive Group as appropriate

3. In addition, it was recommended that task group meetings should be grouped together so that they all take place on one day in the month. The ASB Task Group meets monthly, the Serious Acquisitive Crime Group bi-monthly, and the Drugs & Alcohol Group quarterly. Therefore in some months, two to three task group meetings will run consecutively in the day, with different partners attending for each of the meetings. A diary of meeting times will be circulated in due course.

4. Partners also recognised the importance of ensuring that actions are progressed quickly after the meeting; to help this minutes and action points will be distributed to partners within 2 working days of each meeting.

For action:

(a) The Board is asked to agree to the above changes that will take place with immediate effect.

(b) The Board is also asked to task Insp Chris Savage, Rick Hylton and Philip Aldis to review task group membership to ensure that each group includes the most appropriate representative. This work will be taken forward immediately with direct contact being made with relevant officers.

Philip Aldis
Community Safety Officer
April 2009