

## **Safe in the South Terms of Reference**

### **Safe in the South is an accredited International Safe Community**



**Vision: Together Southland is the Safest place in the world**

**Mission: To collaborate, empower & inspire the community to be safe and feel safe**

#### **Objectives:**

To enhance social, environmental, cultural & economic wellbeing  
For everyone to travel safe  
To increase the sharing of knowledge  
To support the cultural diversity of the Southland

#### **Background:**

In February 2016, Invercargill City Council (ICC) and Southland District Council (SDC) were awarded accreditation as an International Safe Community. A safe community is a place that is attractive to live, work and visit. A safe community is a liveable community, where people can go about their daily activities in an environment without fear, risk of harm or injury. It creates an infrastructure in local communities to increase action by building local partnerships and collaborative relationships.

The Safe Community Model aims to:

- Grow and strengthen community safety activities to create safer environments and increase the adoption of safer behaviours.
- Support and encourage community coalitions to build their safety capacity and achieve accreditation and recognition under the international criteria.
- Reduce duplication of efforts through collaboration and pooling of resources.

#### **Roles and Responsibilities:**

The Safe in the South Governance Group advises and makes recommendations to matters relating to safety and achieving the vision.

The Safe in the South Steering group acts as a consultative body, which identifies, develops and oversees the activities of the project. The Steering group will collect and collate data, provide advice and monitor and evaluate the implementation of relevant programmes, policies and projects.

### **Governance Group:**

The Safe in the South Governance group shall consist of representatives from collaborating organisations

Southland District Council, Gore District Council and Invercargill City Council

Accident Compensation Corporation (ACC)

NZ Police

Fire and Emergency New Zealand

Oranga Tamariki

Chamber of Commerce

Iwi -Waihopai Runaka

Emergency Management Southland

Southern District Health Board (SDHB) – to be appointed

The **Safe in the South Steering Group** will include:

The Safe in the South Steering Group is a group with flexible membership. A wide network of organisation is informed about issues and upcoming projects via the newsletter and email correspondence and invited to participate. This way organisations across Southland are informed and able to participate if they find that it is of relevance for their respective organisations.

We are going to erase the borders between the streams and engage with a wider pool of agencies who may have an interest in Safe in the South projects. We plan to inform a wider network of organisations of issues and projects we are planning and invite any organisation who think it is relevant to them to participate. We hope that whenever we work on a project, agencies across Southland know what we do and are able to participate if they have similar goals. This structure is believed to make projects easier to plan and execute as we will not be reinventing the wheel but trying to pool resources and like-minded individuals to achieve a common goal. We hope that the new structure will help us achieve more transparency and make participation for organisations easier.

- The Chairperson: this can be on a rotating basis.

### **Governance Arrangements**

The Safe in the South Steering group will report to the governance group. The Coordinator will report to the Governance Group and to the Steering Group.

#### **Meetings:**

The Safe in the South Governance Group will meet quarterly. A quorum is one half plus one of the current members of the committee. The Chairperson may delegate another to chair the meeting in their absence. Members of the Governance are expected to make every effort to attend all meetings and devote sufficient preparation time to be able to effectively participate in the work of Safe in the South.

Steering Group will meet as needed.

#### **Review Date:**

The Terms of Reference (ToR) should be reviewed annually.

### **Safe in the South Governance Group:**

Date: Meetings are held quarterly on first Monday of the Month

Time: 11:00 – 12:30

Location: ICC Council Chambers, 101 Esk Street, Invercargill

Coordinator: Saniya Yusipova [saniya.yusipova@icc.govt.nz](mailto:saniya.yusipova@icc.govt.nz)

Chair: Mayor Gary Tong – Southland District Council

Deputy Chair: Nicola Miller – Accident Compensation Corporation

### **Safe in the South Steering Group:**

Date: Frequency of the meeting to be established.

Time: TOA

Location: ICC Committee Room, 101 Esk Street

Coordinator: Saniya Thompson [saniya.thompson@icc.govt.nz](mailto:saniya.thompson@icc.govt.nz)

Chair: Rotating basis

### **What`s in it for you?**

Safe in the South enlarges your base of support, networks and connections: together we can achieve more than one can achieve alone.

- Reduce duplication of effort and resources
- Facilitate exchange of information, skills, experience, materials, opportunities for collaboration
- Funders tend to be more favourable to collaborations
- Bring together a diverse range of people and organisations. Diversity helps strengthen safety campaigns by broadening understanding of an issue and appealing to wider target audience