



Terms of Reference

Longridge Life Savers Working Group



Adopted: 11/06/2025

Chair: Cllr. D. Jackson

Minute Ref: 250611/2

1. Purpose of the Working Group

The Longridge Town Council Lifesavers Working Group (LWG) is established to identify, assess, and address personal safety issues affecting residents, workers, and visitors in Longridge. The group aims to enhance safety across all public and private spaces, reduce risks, and promote a secure and safe environment through collaborative action and community engagement.

2. Objectives.

The LWG will focus on the following objectives:

- Identify key personal safety concerns, including but not limited to:
 - Crime prevention (e.g., theft, vandalism, assault).
 - Road and pedestrian safety (e.g., traffic hazards, safe crossings).
 - Public space safety (e.g., parks, pathways, lighting).
 - Safety for vulnerable groups (e.g., elderly, children, disabled individuals).
 - Anti-social behaviour (e.g., noise, loitering, substance misuse).
 - Emergency preparedness (e.g., response to accidents and emergencies, (installation of defibs etc).
- Assess current safety measures and their effectiveness.
- Develop and recommend practical solutions, policies, and initiatives to improve safety.
- Engage with the community to raise awareness and gather feedback on safety concerns.
- Collaborate with external stakeholders (e.g., RVBC, police, CCA, community groups) to implement solutions.
- Monitor and evaluate the impact of implemented safety measures.

3. Scope

The LWG will address all aspects of personal safety within the Longridge Town boundaries, including:

- Public spaces (e.g., streets, parks, town centre, Townley Gardens).
- Residential areas (e.g., housing estates, private properties).
- Commercial areas (e.g., shops, pubs, restaurants).
- Transport infrastructure (e.g., roads, footpaths, cycleways, public transport stops).
- Community centres, and recreational facilities.

The group will consider physical, social, and environmental factors affecting safety, lighting and signage.

4. Membership

The LWG will consist of:

- Up to 3 Longridge Town Councillors (one to serve as Chair). For 2025/2026 these are Cllrs. Eccles, Smith and Jackson.
- 2+ community representatives (e.g., residents, business owners, or local organisation members).
- 1+ representative from Lancashire Constabulary (invited).
- 1+ representative from RVBC.
- Optional: Ad-hoc members with relevant expertise as needed.

5. Governance and Operation

The Chair, appointed by the Working Group, will lead meetings, set agendas, and ensure objectives are met.

Meetings:

- Frequency: As required.
- Format: In-person at Longridge Council Offices.
- Quorum: At least 3 members, including two councillors and one community representative.
- Minutes: Recorded by a designated secretary.
- Decision-Making: Decisions will be made by consensus where possible. If a vote is required, a simple majority will suffice, with the Chair holding a casting vote.
- Reporting: LWG will provide quarterly updates to Longridge Town Council and an annual report summarising activities, findings, and recommendations.
- Budget: The LWG will operate within a budget allocated by the Town Council, with any additional funding requests submitted for approval.

6. Responsibilities

The LWG will:

- Conduct a baseline safety audit using data from police reports, community surveys, and site visits.
- Organise public consultations (e.g., meetings, online surveys) to gather input on safety concerns.
- Develop an action plan with prioritised initiatives, timelines, and resource requirements.
- Propose changes or infrastructure improvements to the Town Council and RVBC (e.g., better lighting and additional CCTV).
- Promote safety campaigns (e.g., road safety education, crime prevention workshops).
- Monitor progress through key performance indicators (e.g., crime rates, incident reports, community feedback).
- Ensure inclusivity by addressing the needs of diverse groups, including children, elderly, disabled, and minority communities.

7. Stakeholder Engagement.

The LWG will collaborate with:

- **Residents:** Through surveys, focus groups, and public events to understand concerns and share updates.
- **Local Businesses:** To address safety in commercial areas and encourage private sector support (e.g., security measures).
- **Police and Emergency Services:** To align with crime prevention strategies and emergency response plans.
- **CCA and RVBC:** For infrastructure-related improvements (e.g., CCTV, lighting, road repairs, pedestrian crossings).
- **Community Groups:** To leverage local knowledge and promote safety initiatives (e.g., neighbourhood watch, youth programs and pub watch schemes).

8. Deliverables

- **Within 3 months:** Initial safety audit report identifying key issues and priorities.
- **Within 6 months:** Draft action plan with proposed solutions and cost estimates.
- **Within 12 months:** Implementation of at least 2-3 priority initiatives (e.g., improved lighting, more CCTV and defib training).
- **Ongoing:** Regular community updates via newsletters, social media, and the Town Council website.

9. Review and Dissolution

- The LWG's progress will be reviewed annually by the Longridge Town Council.
- The group may be dissolved if its objectives are met, if it is no longer required, or if it fails to deliver meaningful outcomes.
- Upon dissolution, a final report will be submitted, detailing achievements and recommendations for future safety efforts.

This Terms of Reference is Administered by the Longridge Town Clerk