

**ORIGINATOR: CHIEF EXECUTIVE**

**PAPER NO: AP15/37**

**SUBMITTED TO: ACCOUNTABILITY AND PERFORMANCE PANEL -  
16 JUNE 2015**

**SUBJECT: INDEPENDENT ADVISORY GROUP ANNUAL REPORT –  
2014/15**

**SUMMARY:**

This report presents the Independent Advisory Group Annual Report for 2014/15.

**RECOMMENDATION:**

It is recommended that the PCC endorses the Independent Advisory Group Annual Report attached at Appendix A.

## **DETAIL OF THE SUBMISSION**

### **1. INTRODUCTION**

1.1 The Independent Advisory Group (IAG) exists to advise and make recommendations to the Suffolk Police and Crime Commissioner (PCC) and Suffolk Constabulary in:

- reviewing and improving the investigation and prevention of hate crime;
- creating a police service that is fully inclusive of diversity;
- creating a police service that does not unlawfully discriminate;
- the handling and resolution of critical incidents;
- improving the trust and confidence of Suffolk's diverse communities in their police service;
- any other aspect of the policing of Suffolk which impacts upon minority communities.

### **2. INDEPENDENT ADVISORY GROUP ANNUAL REPORT 2014/15**

2.1 In accordance with the Terms of Reference for the group, the Independent Advisory Group Annual Report was presented to the IAG Annual General Meeting on 19 May 2015. A copy of the draft report had been sent to the PCC and Chief Constable prior to the AGM and IAG members reviewed and agreed the contents of the report at the meeting.

2.2 The report (attached at Appendix A) summarises membership, the activity undertaken during the year 1 June 2014 to 30 April 2015 and priorities for the coming year.

2.3 The Independent Advisory Group had ten members at 30 April 2015. A further member has been appointed to the Group since that date. Recruitment remains a key objective for the group in 2015/16 with a view to widening the diversity of members in accordance with the Terms of Reference. In particular members are keen to achieve greater geographical spread across the county.

2.4 Activities during the year focussed on awareness raising with the public and Constabulary, independent advice and input to Constabulary consultations, strategies and policies, monitoring and review of Stop, Search and Encounter and IAG member development. Other key topics included consideration of the Constabulary's Diversity and Equality Strategy, the Constabulary's Learning and Development Framework and measures being taken to achieve significant financial savings.

2.5 Activities for 2015/16 will include an update on Hate Crime in Suffolk, improving links with the Suffolk Constabulary to make best use of the Group and with IAGs in neighbouring counties, looking at fairness and diversity in police recruitment, continued involvement in the Stop and Search monitoring and proactive efforts to recruit members and raise awareness of the group's work. The Group will also be interested in how the PCC and Constabulary continue to perform and serve the community whilst striving to make the financial savings required.

### **3. BUDGET POSITION AND FINANCIAL IMPLICATIONS**

3.1 A review of finances is set out in the annual report. The budget spend for 2014/15 was £1,557, an under-spend of £1,443 against the budget of £3,000. The budget for 2015/16 has been reduced to £2,500.

#### 4. OTHER IMPLICATIONS AND RISKS

4.1 There are no other implications or risks associated with this report.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	The originator is a Solicitor and the Monitoring Officer for the PCC for Suffolk.
Has the PCC's Chief Finance Officer been consulted?	<b>N/A</b>
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	<b>Yes</b>
Have human resource implications been considered?	<b>Yes</b>
Is the recommendation consistent with the objectives in the Police and Crime Plan?	<b>Yes</b>
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	<b>Yes</b> See section 2.1.
Has communications advice been sought on areas of likely media interest and how they might be managed?	<b>No</b>
Have all relevant ethical factors been taken into consideration in developing this submission?	<b>Yes</b>

In relation to the above, please ensure that all relevant issues have been highlighted in the 'other implications and risks' section of the submission.

**Independent Advisory Group**



**for policing in Suffolk**

**ANNUAL REPORT  
2014/2015**

**Bhupindar Singh Sually  
Chairman**

## **INTRODUCTION**

I am pleased to present the Annual Report of the work of the Independent Advisory Group (IAG) for the period June 2014 to April 2015.

I would like to thank the Group members for their support and attendance. I would also like to thank the Office of the Police and Crime Commissioner and Constabulary for their continued support.

## **MEMBERSHIP**

As at 30 April 2015 membership of the Group stands at ten:

Pamela Bickley (Vice Chair)  
Nurul Chowdhury  
Shoomi Chowdhury  
Banseka Kayembe  
Beverley Levy (Vice Chair)  
Pam Littlejohn  
Nathan Mokhd Nasim  
Yun Fai Pang  
Adilson Rita  
Bhupindar Singh Sually (Chair)

Monika Burda (On a break from active engagement in the group to coincide with maternity leave starting in January 2015).

### *Recruitment and Resignations*

There have been two resignations in the last year – Charlotte Prentice left the Group in June 2014 for personal reasons and James Gardner left the group in January 2015 as he joined the Special Constabulary.

Nathan Mokhd Nasim joined the Group in July 2014 and Banseka Kayembe joined the Group in January 2015. One application is currently being progressed.

I would really like to attract more members over the coming year, especially to improve geographic and Black and Minority Ethnic representation. It would also be nice to get some more young people involved in the work of the Group. IAG members and Constabulary colleagues have been asked to help recruit new members.

## **SUMMARY OF IAG ACTIVITIES**

Formal meetings of the Group took place on 9 September 2014, 4 November 2014 and 27 January 2015. An informal Away Day session also took place on 17 March 2015.

There have been a number of key topics that the Group have discussed over the last year which are summarised below:

### **IAG MEETING – 9 SEPTEMBER 2014**

#### *Stop, Search and Encounter*

Members received an update on Stop, Search and Encounter from Liz Hollingworth, Policy Officer, Office of the Police and Crime Commissioner following her attendance the Diversity Programme Board the previous week.

She confirmed that Norfolk and Suffolk Constabularies continued to work jointly to drive forward improvements and implement the Best Use of Stop and Search Scheme (BUSS).

It was highlighted that the Constabulary had measures in place to address the Home Office requirements to provide more data on Stop and Search and further training of officers was ongoing to ensure greater consistency across the county.

#### *Terms of reference*

There was discussion about extending the period of appointment for members where necessary and it was agreed that provision be made for the Chair to use their discretion on advising of the suitability of reappointment and retaining members for a further period. It was also agreed that chairmanship of the Group be rotated, in principle to Vice Chairs, subject to nomination.

#### *IAG Champions and sub groups*

Members considered a list of Constabulary Champions and asked to identify which areas were of specific interest to individual members in order for them to get involved via those contacts and receive updates from the Constabulary. Members asked for a presentation at a future meeting on the issue of tackling Honour Based Violence.

#### *Feedback from events*

It was noted that the consultation meeting on Automatic Number Plate Recognition (ANPR) on 1 July had been a successful way of gathering members' views. Members gave feedback from the Suffolk Pride event on 21 June, the Summer Mela on 13 July and Constabulary's Trans-awareness Masterclass on 31 July.

### **IAG MEETING – 4 NOVEMBER 2014**

#### *Stop, Search and Encounter*

The Group received an update from Detective Chief Inspector Tonya Antonis on Stop, Search and Encounter, including the Constabulary's commitment to the national Best Use of Stop and Search Scheme. She confirmed that the work had been completed on data recording and the Constabulary was continuing to engage with communities in Suffolk. A Constabulary working group had been engaging with the Community led Stop Search Reference Group and the Ipswich and Suffolk Council for Racial Equality, as well as the Constabulary's Stop Search Improvement Partnership and the IAG.

Members were updated about the use of the new Stop and Search form and the pilot using handheld technology. Plans to consider the adoption of a 'Community Trigger' for complaints relating to stop and search were also discussed.

#### *Equality and Diversity Strategy/Community Safety Update*

Members were advised of further revisions to the Constabulary's Equality and Diversity Strategy and updated on the review of the Community Safety team staffing, structure and areas of responsibility. Efforts to reduce demand on the Constabulary were highlighted as a key focus for the team, as an example the assistance with mental health provision to assist officers in dealing with relevant individuals more effectively.

#### *Feedback from events*

Members gave feedback from the West Meadows Day on 16 September and the Hate Crime Vigil on 17 October. An offer was made at the West Meadows day for further engagement between IAG members and the gypsy and traveller communities.

## **IAG MEETING – 27 JANUARY 2015**

### *Suffolk Constabulary Update*

Temporary Assistant Chief Constable David Skevington gave an overview of the financial challenges they faced and the Constabulary response through changing the way they work. Members were updated on the need to make overall savings of £16million by 2020, including plans to reduce the number of police officer posts over that period. There was further discussion about ways of reducing demand on the Constabulary and continue to improve partnership and collaborative work.

### *Stop Search and Encounter*

Members were advised that the new report forms were in use and the Community Trigger had been introduced with complaints to be referred to the Stop Search Reference Group for consideration.

### *Learning and Development Performance Framework*

Andrew Bull, Head of Learning and Development for Norfolk and Suffolk Constabularies, attended the meeting and presented the 'Personal Qualities Framework'. Members were asked to consider the areas of training and invited to comment/make suggestions for additional requirements. It was agreed that members would consider the Framework at their Away Day held on 17 March 2015 (see below).

### *Honour based violence, forced marriage and female genital mutilation (FGM)*

Bal Kaur Howard advised that she had been working for the police since 2009 on so called 'honour based' abuse, forced marriage and female genital mutilation (FGM). She explained the extent of the issues, including the position in Suffolk. She also outlined her work in training the police as well as nursing and teaching staff to aid prevention. Members were advised that new legislation was introduced in June 2014 which recognised forced marriage as a crime. Details of two training dates were provided and members invited to attend the training.

### *Feedback from events*

I gave feedback from my meeting with the Chief Constable in November where we discussed the financial challenges, the need to work more closely with communities and maximise resource available.

Feedback was also provided from the Constabulary Carol Service and the Holocaust Memorial Day event on 24 January, at which Beverley Levy was one of the speakers.

## **IAG AWAY DAY – 17 MARCH 2015**

The three main agenda items for the Away Day were:

- Personal Qualities Framework – Members considered the document and provided feedback to the Head of Learning and Development.
- 'Looking Back' – Members considered to what extent they had fulfilled their terms of reference in 2014/15.
- 'Looking Forward' – Members discussed objectives and proposed activities for the Group in 2015/16 which are reflected in the final section of this report.

I have also met with a Norfolk IAG member to discuss methods of increasing membership and have had initial discussions with Essex IAG.

Following the presentation in January from Bal Howard I attended a conference 'Working in Partnership to tackle Honour Based Violence, Forced Marriage and FGM' on 9 March and also the 'Understanding Autistic Spectrum Disorder' event on 26 March.

Pam Littlejohn attended the Domestic Violence Conference in March 2015 where findings from University Campus Suffolk on the PCC commissioned independent domestic abuse research were presented. Pam also supported a Phoenix Rising/Suffolk Hate Crime Service event on 2 April where students told their stories, shared their achievements and raised money and awareness of their Hand of Friendship.

## **POLICIES AND PROCEDURES**

One of the key roles of the Group is to provide the police with independent advice on developing plans, policies and procedures, which help shape the way Suffolk is policed. On a regular basis, outside of the meeting structure, members are consulted on new and revised policies and procedures as part of the Constabulary's Equality Impact Assessment process. In the last year the Group has been consulted on the following joint policies and procedures:

- Absconders and Release On Temporary Licence (ROTL)
- Automatic Number Plate Recognition (ANPR)
- ANPR Hotlist Management
- Anti-fraud and Corruption
- ATHENA - Privacy Impact Assessment
- Confidential Reporting/ Whistleblowing Policy
- Consultation on New Joint Policy - Anti-Bullying, Harassment & Victimisation in the Workplace
- Control of Infection
- Crime and Incident Recording Procedure:
- Deaths in Service and Funerals
- Detective Career Pathways
- Disclosure and Barring
- Drink Drugs Driving
- Fire Safety Management
- Honour Based Violence, Forced Marriage and Female Genital Mutilation
- Information Management
- Intelligence Submission and Intelligence Source Register
- Joint 'Printing and Publications'
- Joint Technical Support Unit
- Licensing Procedure
- Managing Substance Misuse
- Missing/Absent Persons
- Police Community Support Officer (PCSO)
- Serious Collision Investigation Team digital data handling
- Staff Support Network Groups Joint Consultation
- Stalking and Harassment
- Suspension and Removal from Operational Firearms Duties'
- Unsatisfactory Performance and Attendance Procedures (Student Officers)
- Use of Child Protection Systems

Members also provided written input to the Equality and Diversity Strategy in February 2015.

## **FUTURE MEETING DATES**

The Group has scheduled the following meeting dates in 2015. These meetings are not open to the public.

- Tuesday 21 July 2015
- Tuesday 22 September 2015
- Tuesday 17 November 2015

## **BUDGET**

The Chief Executive of the Office of the Police and Crime Commissioner is responsible for administering the budget for meeting the running costs of the IAG. The main costs arise from the meetings of the IAG e.g. travel expenses and catering.

The Chief Executive reports the following outturn position for the 2014/15 financial year ending 31 March 2015:

<b>Budget</b>	<b>£3,000</b>
Members' Expenses	£1,131
Catering, printing & badges	£ 426
<b>Total Spend</b>	<b>£1,557</b>
Underspend	£1,443

The IAG budget for 2015/16 has been set at £2,500.

## **MY SUMMARY**

I would like to thank the PCC and his team for their continued support to the Group this year. Particular thanks to Liz Hollingworth for her support to the Group and for arranging our away day earlier this year at such short notice, particularly given the uncertainty about attendance.

We appreciate that uncertain times lie ahead with extensive financial pressures on both the PCC's office and the Constabulary. It is my hope that the IAG will continue to play its part in assisting and supporting both organisations. We will be able to achieve this by maintaining focus on engaging with all communities in Suffolk; increasing trust and confidence and delivering a representative workforce. Our fundamental aim is to maintain strong links between the IAG, which is here to represent the communities in Suffolk, and the Constabulary and the PCC's office.

As a group we are proud of the continued engagement that we have with both organisations and look forward to building on the strong links that have already been established. On behalf of the Group I would like to pass on our best wishes to Douglas Paxton and we hope that he will return to work with us again in the future. Thanks also to Temporary Assistant Chief Constable David Skevington for his support and I look forward to meeting with him shortly.

The Group received a number of inputs this year for which we are very grateful – thanks in particular to:

- Detective Chief Inspector Tonya Antonis (County Policing Command)
- Inspector Paul Crick (Community Safety)
- PCSO Shubdeep Singh (Community Support Officer) and for his work outside the meeting regarding increasing IAG membership and highlighting events of interest
- Andrew Bull (Head of Learning and Development)
- Bal Kaur Howard (Project and Performance Officer, Honour Based Abuse, Forced Marriage & Female Genital Mutilation)
- Hayley Fraser (Police Cadets)
- D/Superintendent Katie Elliot (Automatic Number Plate Recognition)
- Chief Inspector Jen Powell (Change Programme)
- Superintendent Andrew Mason (Stop, Search and Encounter)
- Zara Lenton (Community Safety), Jade Thompson (Equalities Advisor) and PC Ben Redmond for liaison on events
- Deborah Charles (Hate Crime Service) for meeting me at such short notice

We are in the process of forging stronger links with the Essex and Norfolk IAGs and make a

Independent Advisory Group



for policing in Suffolk

consolidated East Anglia IAG. I am aware that there are institutions that can play a big part in our community, welfare and development. It is my intention to make links with them and to offer them membership within our group.

At the outset I am keen that as a group we work in being involved with policies and procedures at its inception stage. As a group we are less inclined to be involved at a stage in providing an input into these documents at a point when they are almost certainly in their final completion stage. It is imperative that members understand content, purpose and aims in order to allow us to have a voice that matters. Therefore with future policies we need to be involved at a much earlier stage. It would be helpful if a Constabulary member would attend, discuss and engage IAG members at meetings to keep us informed as the process is taking place. At our Away day we discussed involvement with the Personal Qualities Framework - suggesting a Steering Group for an ongoing consultation process.

During the meeting in September 2014 we discussed rotation of membership/chairmanship which we will need to focus on in the near future.

Finally, my sincere thanks to the Group members for their continued support. Whilst I am aware that membership changes at short notice, I really value their input, whether long term or otherwise. Each member brings to the group his/ her own skills sets and a valuable insight into their respective communities, for which I am very grateful.

## **ACTIVITIES FOR THE COMING YEAR**

The following areas of interest and training have been identified for the coming year:

- **Police Recruitment and Progression:** Update on Police Recruitment in Suffolk and career paths available Career paths available for Community Support Officers, how their expertise and experience could be utilised, and how they progress.
- **Hate Crime:** Update from Hate Crime Service and the Hate Crime Partnership (Victim Support). Contribute to Hate Crime Week in October 2015.
- **Develop links** with the Norfolk and Essex IAGs (ongoing); Suffolk IAG members have been invited to attend a meeting with Essex IAG in June 2015.
- **Training:** Participate and contribute to training including potentially: WRAP training (Constabulary/Suffolk County Council run) Workshop to Raise Awareness of Prevent (WRAP), the counter terrorism strategy; preparation for Critical Incidents; and Diversity Induction Training.
- **IAG Recruitment** Continued efforts to recruit from the wider Suffolk Community, raise general awareness of the Group and get involved in local community policing events. IAG members have agreed to divide up the recruitment list, allocating specific organisations to people for them to approach as part of a recruitment drive.
- **Improve links with the Constabulary.** We would hope that a revitalisation of the IAG group can be achieved with greater involvement with Constabulary. We have expressed interest in particular areas of work, and it would be good to have contact with the Force Champion involved with this area and to learn about meetings and training we can contribute to. We will aim to be more proactively involved in the Stop and Search Improvement Partnership and Diversity Programme Boards. As outlined in the Chairs report above IAG would like to review how they can add greater value to policy and procedure consultations.