

Terms of Reference for Suffolk Police Powers Public Scrutiny Group

1. Purpose and Remit

- i. Purpose: Suffolk Police Powers Public Scrutiny Group is to review public interactions with Suffolk Police, which are of interest to the local community and where feedback from the panel will help achieve improvements within policing in Suffolk.

This panel will:

- assess records of public interactions with the police, and provide feedback and observations on how police powers were used, noting any concerns as necessary
 - be informed of and will analyse records according to local crime and policing data trends (including as appropriate, stop and search powers, use of force incidents etc)
 - review data and where appropriate Body Worn Video (BWV) footage, on the application of police powers including stop and search powers and use of force
 - consider wider issues where the panel feels it could add value, for example the wider factors and ways in which disproportionality issues can be addressed and where the police and public can work better together
 - help to restore trust and confidence between the police and the community they serve, including those disproportionately impacted by the use of police powers, through achieving transparency, accountability, engagement and understanding of how police use their powers, and how improvements can be made through process or policy changes
- ii. The panel and all members must familiarise themselves and adhere to the panel's Terms of Reference, including where necessary all legal requirements (e.g., GDPR)

2. Governance

- i. This panel has been established in partnership with the Ipswich and Suffolk Council for Racial Equality, Suffolk Police and the Police and Crime Commissioner (SPCC).
- ii. **Leadership:** ISCRE is responsible for facilitating the SPPPS meetings and Suffolk Police are responsible any action following panel feedback and the SPCC is responsible for contract management and oversight.
- iii. **Contacts:**
 - Suffolk Police - Jonathan.CHAPMAN1@suffolk.police.uk
 - Suffolk Police and Crime Commissioner - Kate Fitzsimons kate.fitzsimons@suffolk.police.uk
 - ISCRE – Sharon Lee – sharonlee@iscre.org.uk
- iv. **Suffolk Police role:** With the SPPPS agreement, Suffolk police officers will attend panel sessions to provide advice and support as necessary or in whatever capacity agreed between the SPPPS and police. A force training officer may also attend panel sessions to inform the panel on specific aspects of policing and receive feedback in order to undertake any necessary improvements.
- v. **SPCC role:** With the panel's agreement, the SPCC may attend the SPPPS meetings, and assist in the escalation of any issues within the community scrutiny process.

- vi. **Panel findings:** The SPPPS will communicate feedback to the SPCC and police through minutes of SPPPS meetings, contract meetings, and SPCC meetings.
- vii. **The police point of contact** is responsible for receiving findings escalated by the panel, and for resolving/deciding issues where necessary.
- viii. **Panel feedback** can be collated by the SPPPS and published via a report or minutes on the ISCRE website. The SPCC and police should respond as appropriate with action, apply learning, and feedback to the panel, the public via the panel's governance processes.
- ix. **Post panel actions:** The SPCC /and Chief Constable are responsible for any actions following an SPPPS meeting and its feedback.
- x. Conflicts of interest will be managed appropriately as and when they do arise.

3. Panel Membership

SPPPS Membership

- i. This is a public scrutiny group where all members of the public are free to attend. Attendees will bring lived experience of police encounters/ interactions and/or disproportionality
- ii. The SPPPS will invite from time to time and, where possible:
 - experts (those with experience of working in the criminal justice system)
 - police representatives (police lead/staff representation re. protected characteristics, and trainers)
 - young or other vulnerable people with relevant lived experiences.
- iii. To maximise transparency and public confidence, the panel should elect an independent Chair.
- iv. The independent Chair will serve for a year and can be re-elected for further terms if available.
- v. The panel should also encourage and support adequate continuity of membership to enable sustained learning, development, and improvement.
- vi. Concerns: If a concern is raised about the attendance/membership of a person or Chair of the panel, the matter should be escalated through the panel's governance process to ISCRE and the SPCC/police contacts. The appointed arbiters [panel members, SPCC/police contacts or leads] should decide on that person's continued presence on the panel, and/or any alternative steps that should be taken in the circumstances.
- vii. Panel members are expected to conduct themselves in a respectful and inclusive manner throughout the community scrutiny process.
- viii. The panel adheres to the following guidance:
 - Engage with the chair and panel process in scrutinising the forms
 - Ask relevant questions relating to the forms
 - Act as an external independent critical friend to Suffolk Police, providing constructive challenge relating to the forms, based on people's lived experiences
 - Openly discuss the disproportionality in the use of police powers, of minoritised communities in Suffolk and co-produce solutions with the police

Standing Agenda Items

- Introductions and Apologies
- Review of previous minutes & actions
- Review of forms

- Feedback from review of BWV
- AOB

Vetting

- Suffolk Police may apply vetting protocols for panel members involved in the data and Body Worn Video reviews.

Case Selection

1. The SPPPS will only scrutinise cases retrospectively and where all proceedings (including appeal routes) have been finalised or exhausted.
2. The SPPPS has no influence or power to change the outcome of a case. Panel feedback will not change the original decision unless the police force considers the decision to be unlawful and/or unsafe.
3. SPPPS should select records for scrutiny, within an open and transparent process, unless the panel decides it wants to review a particular case in the public interest.
 - Suffolk Police supplies appropriately redacted records from which the panel selects the cases it wishes to scrutinise
 - this could be informed by the panel's interest, or with guidance from local crime and policing priorities
 - alternatively, the panel could require a number of randomly selected cases plus cases which have resulted in a complaint
4. Suffolk Police is responsible for selecting, securing, sanitising (via pixelation or redaction) and presenting case records to the panel.
5. SPPPS may, however, request the Police for particular type of case for review, according to local crime and policing priorities. The selection of cases may be determined at the discretion of the panel where justification can be provided for doing so with the agreement of the Police. The panel may wish to look at themes or specific offence types, dependent on issues which are relevant to Suffolk with guidance on local priorities from the police.

Case selection for Body-Worn Video (BWV) shared with ISCRE:

1. Body-worn video (BWV) will be reviewed by vetted members of the panel and feedback will be shared with the SPPPS.
2. The method by which BWV footage is selected for scrutiny should be transparent.
3. The police may consider it helpful to provide additional explanations for certain pieces of footage, for example, why the first part of some footage is not accompanied by audio (where pre-record is used) or where footage appears to have started mid-way through an incident.
4. Suffolk Police will need to agree and establish the terms of data sharing with their information governance departments. The police should ensure compliance with data protection legislation and whether data can be lawfully processed and shared with others.

5. The police should ensure adequate safeguarding measures are followed especially where case records may include sensitive subject matter or footage.

Joint Output

1. The SPPPS findings should be minuted and relayed to the police to undertake appropriate steps e.g., feedback to staff, training needs, specific case actions, and any improvement initiatives enabling and empowering a culture of continual learning.
2. Following panel scrutiny, the Police should account for the prevalence of disproportionality in topics that are subject to review and may measure the impact of any action taken as a result of the panel's findings – both in terms of disproportionality rates, and also other benefits such as improved standards.
3. Where appropriate, organisational learning may extend to more general observations/ and changes to policies from recommendations from the SPPPS's findings. These should be escalated to the appropriate body and partner agencies and stakeholders, for lessons learned.
4. In case of any disagreement between the police and the panel regarding the panel's findings or interpretation, the matter must be escalated for resolution through the appropriate governance process.
5. Complaints handling and escalation within the community scrutiny governance process must be kept separate from the formal complaints process via the IOPC.