**MINUTES OF THE**

**TRUST INTEGRITY AND ETHICS COMMITTEE – 20th JULY 2017**

**Attendees:-**

**Warwickshire OPCC**

Philip Seccombe (PS) : Police and Crime Commissioner

Neil Hewison (NH) : Chief Executive

Debbie Mullis (DM) : Policy Officer

Katie Baker (KB) : Minute Taker

**West Mercia OPCC**

Tracey Onslow : Deputy Police and Crime Commissioner

**Warwickshire and West Mercia Police**

Karen Manners (KM) : Deputy Chief Constable

Gareth Morgan (GM) : Inspector (Item 3 only)

Dave Goosen (DG) : Chief Inspector (Items 3 and 4 only)

**Independent Members**

Chris Cade (CC) : Chair

Col. Tony Ward (TW)

Lady Susanna McFarlane (SM)

Clive Parsons (CP)

Jane Spilsbury (JS)

**Apologies**

John Campion (JC) : Police and Crime Commissioner, West Mercia

Andy Champness (AC) : Chief Executive, West Mercia

1. **Welcome and Declaration of Conflicts of Interest**

The Chair welcomed attendees to the meeting. TW declared he was an Independent Member of the West Mercia Police and Crime Panel.

1. **Minutes of the Meeting held on 27th April 2017 and Matters Arising**

The following amendments were noted:-

***Page 3 – NK to be amended to NN.***

***Page 5 – PSE to be amended to PSD.***

The minutes of the Trust, Integrity and Ethics Committee held on 27th April 2017 were then approved as a true and accurate record.

**Matters Arising / Summary of Actions :-**

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| **PAGE** | **ACTION** | **COMPLETED / UPDATE** |
| 3 | PS to raise the issue on the length of time/ costliness for IPCC investigations on appeals at his next meeting with the IPCC | PS confirmed he would continue to raise this issue  **DISCHARGED** |
| 3 | KM to provide briefing note on support offered to witnesses as requested above | KM reported that HB, Head of PSD, was preparing information  **DISCHARGED** |
| 4 | KM to share the report on drones with CC and organise a presentation on the key activities where drones have been used for the July Cttee Meeting | **DISCHARGED** |
| 4 | KM to share report across the Alliance and respond to the recommendations | **DISCHARGED** |
| 5 | KM to look at the content of Counter Corruption Annual Strategy Control Report to see if it could be distributed to Committee members. | KM confirmed this could **not** be shared. CP enquired as to whether a verbal summary could be given. KM suggested AC Richard Moore be invited to the October TIE  **DISCHARGED** |
| 5 | DM to send the ToR showing track changes to members. | **DISCHARGED** |
| 5 | KM and TW to visit the vetting unit at Stratford Police Station | **DISCHARGED** |
| 6 | DM to request Joint Audit Committee minutes be circulated to TIE members for their information | **DISCHARGED** |
| 6 | KM to request a briefing on PIN for a future TIE Ctte Meeting | Scheduled for October  **DISCHARGED** |
| 7 | KM to send senior officer organisation chart to DM for distribution to TIE members | **DISCHARGED** |

1. **Unmanned Aircraft (Drones) – Presentation by Inspector Gareth Morgan**

GM reported on the use of drones across the Alliance which provided an additional, versatile and relatively low cost tool for policing operations which could be deployed quickly and efficiently during collision investigations, missing persons, anti-social behaviour and crime scene investigations.

The Alliance had carried out a trial in 2016 which had tested the extent and limitations of drones and evaluated their use. The Alliance drone operating manual had been

recognised as best practice for other Forces. Discussions were currently ongoing with partners to understand and develop a multi-agency approach for the use of drones.

The TIE Committee sought assurance with regard to the data management and flight safety and GM reported on the robust CAA regulations and operating manual that were adhered to i.e., drones were only allowed to fly at 500 feet and had to be operated by two operatives (one flying and one looking at the images). Drones could not be flown over private premises unless permission had been given from affected residents and they were not used covertly.

The Force had engaged with Independent Advisory Groups, partners and stakeholders. A monthly governance review meeting took place which examined each deployment of the drones, flight records, images taken, servicing and insurance details.

GM confirmed that there was no audio recording facility on the drones and all data captured was subject to the Data Protection Act 1998. The drones had thermal imagery capability with one user being trained to operate this functionality.

GM reported on the future opportunities for greater collaborative work and the possibility of becoming a Centre of Excellence for drones. A paper was currently being prepared for Chief Officers’ consideration.

CC thanked GM for the comprehensive briefing.

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| **ACTION : GM to invite CC to attend a monthly governance review meeting for independent scrutiny** |

1. **Professional Standards Department – Detective Chief Inspector Dave Goosen**

DCI Goosen gave a detailed briefing on the performance of the Professional Standards Department. He reminded Committee members that the Forces statistics on complaint cases recorded and timeliness were based on an aspirational target of 3 days against the national guidance of 10 days. He confirmed that complaints had increased by approximately 20% from last year due to a number of reasons i.e, increased reporting portals, volume, more accurate recording methods and resourcing issues.

Assurance was given that any trends and patterns of complaint allegations were examined regularly to understand if there was a risk from an individual to the organisation. Lessons learned were fed back into the training board.

Going forward, the roll out of Body Worn Video was anticipated to have a significant reduction in the number of complaint allegations received.

It was noted that Complaint Allegations Finalised, Local Resolution Timeliness required improvement. KM reported on the effects to officers’ health and wellbeing

whilst being investigated and confirmed that HB was focusing on areas to improve the professionalism across the department.

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| **ACTION : DM / NH to link into PSD to look at ways of enhancing performance improvement.** |

CC thanked DCI Goosen for the comprehensive briefing.

1. **Anti-Corruption Unit – Detective Chief Inspector Dave Goosen**  
   DG reported on the structure of the Anti-Corruption Unit. DM to invite DG to a future TIE Committee meeting where the work of the Anti-Corruption Unit could be examined in more detail.
2. **Complaint Dip Sampling Report / Lessons Learned**

The report on complaints dip-sampling was noted. PS thanked TW for inviting him to watch the dip-sampling process. CC thanked NN on her work in preparing the report.

1. **Police Internal Ethics Committee**

KM reported on the first meeting of the Internal Ethics Committee, setting out the purpose and objectives of the Group. A further look at the make-up of the Committee had raised questions on its diversity and whether there was a need for it to be chaired by the DCC? It was agreed that attendance of an independent academic would be desirable. HB, Head of PSD, was working on those issues as well as looking at understanding the ethical dilemma questions going forward to ensure that they were relevant in order to engage the whole spectrum of staff members.

1. **Member Protocol Reports / Verbal Updates**

**Tony Ward – The Vetting Process**

TW reported on his visit to the Vetting Unit on 5th July 2017 at Stratford Police Station and wished to place on record his thanks to Sarah Morris for the briefing on the vetting process which ensured all applicants were checked across a multitude of agencies and organisations such as., PNC, PND, Local Intelligence, Financial, Complaints, Special Branch, ACU, Facebook, Twitter and the FCO together with Counter-terrorism and security clearance.

National security clearance ran alongside the police clearance and was required for Officers, Specials and Management vetting. Vetting would not be complete without this element as it was a necessary requirement of the national ACPO vetting guidelines.

TW noted that it was difficult to put a timeframe on the vetting process due to the speed of response from outside agencies. Extended family members and close acquaintances of applicants might require scrutiny and this proved time consuming. Further delays would also be incurred if the applicant was required to be interviewed by a member of the Vetting Unit.

TW was assured that every effort was made to ensure that the process was carried out as speedily as possible but with all due diligence and respect to the individual.

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| **ACTION : TW to look at the vetting form to understand if and why there was a requirement for individuals to declare information on any deceased children.** |

**Vetting Appeals Panel**

TW attended a monthly Vetting Appeals Panel which was chaired by DCC Amanda Blakeman in his role as an independent voting member. The Panel gave consideration to appeals that had been made against a rejection of awarding vetting status. Those were from personnel who wished to join the Alliance as a Special, PCSO, warranted Police Officer or officers wishing to change Forces. Also, as a part of a commercial contract with civilian industry, the Force considers appeals from employees whose employment requires them to be vetted in order to carry out their employment or an increase in their vetting status required by their employer. Each appellant is requested to forward their reasons for their appeal and the Panel may defer a decision for further information to be obtained. The rejections by the Panel to appeals are many and varied but in the main it is a failure to declare previous brushes with the law or declaring relationships with family members or acquaintances who, with their own history, may wish to coerce the appellant when undertaking their employment. On average six cases were seen at each Panel meeting split roughly between the Forces and industry appeals.

**Jane Spilsbury – Child Sexual Exploitation**

JS wished to thank DI Nigel Jones for the response to her Protocol Report on Child Sexual Exploitation.

JS had also met with Bernie Gaughan regarding the Cultural Change Programme on July 13th and was pleased to report that a very comprehensive programme was being developed, in terms of leadership development across the whole of the Alliance.

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| **ACTION : JS requested that BG be invited back to a future TIE Committee meeting to give an update.** |

**Clive Parsons – Police Integrity**

Clive Parsons requested a further briefing from DCI Goosen explaining the work undertaken and the methodology of the Anti-Corruption Unit.

**Susanna McFarlane – Stop and Search**

KM confirmed that Sgt Parker was leading on Stop and Search across the Alliance. Stop and Search had been included in the latest HMIC inspection programme and the findings report was due to be published in the Autumn.

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| **ACTION : DM to share the HMIC report to TIE Committee on publication** |

1. **Work Plan and Agenda Items for Next Meeting**

Briefing on PIN notices – KM to provide at October meeting

Briefing on Hate Crime – October meeting

Report on Audit Committee – DM to provide for October meeting

Overview of IT Projects – October meeting

Update on Body Worn Video – January meeting

Gifts and Hospitality – January meeting

Register of Interests – January meeting

HMIC Inspection – January meeting

Police and Crime Act – Complaints Legislation – April meeting

Update on Professional Standards Department – April meeting

***The following suggestions were made by Members:-***

* JS to look at the Force use of social media i.e, Facebook, Twitter.
* CC to look at Police use of Force i.e, training.
* CP and SM to look at Body Worn Video (understanding behaviour, changes in complaints to PSD and if not, why not and looking at confidence of staff).

1. **Dates of Next Meetings**

Thursday 26th October – 2pm in the Conference Room, Leek Wootton

Thursday 18th January – 10.30am in the Willison Room, Hindlip

Thursday 19th April – 2pm in the Conference Room, Leek Wootton

1. **Any Other Business**

None

**CC then asked any members of the Public to leave the meeting**

1. **Counter – Terrorism Update – Deputy Chief Constable Karen Manners**

KM provided an overview of the counter-terrorism measures in place for the Alliance and nationally.