Warwickshire POLICE

Legitimacy and Equality Steering Group
MINUTES

DATE: **19 April 2021**
TIME: **11:00 hrs**
VENUE: **Executive Meeting Room, Leek Wootton/Conference Call**

Present:	ACC	Alex Franklin-Smith	(Chair) ACC
	Mrs	Tania Coppola	Enabling Services
	Ch Supt	Ben Smith	Local Policing
	Supt	Mike Smith	Communities and Response
	Mr	Stephen Russell	Analysis and Service Improvement
☎	Mr	Mike Fox	Communications
☎	Supt	Warren Little	PSD
	Ms	Gill Wall	Equality Lead
☎	Mr	Jatinder Birdi	SIAG
☎	Mr	Paul Edwards	Unison
☎	Con	Simon Payne	Federation
☎	Mr	Junaid Hussain	Equip Rep
☎	Mrs	Jo Robbins	PA to Chief Officers (Minutes)

Apologies:	Supt	Jason Downes	Superintendents Association
	Miss	Abby Simkin	OPCC

No	Summary	Action
1.	**Apologies Received/Welcome** Alex Franklin-Smith welcomed all to the meeting and informed who was present in the room, those who had dialled in and apologies noted above.	
2.	**Purpose of Group, Governance Structure and ToRs** Alex provided an overview as to why the Group had been set up. It is a hugely important subject with many facets involving legitimacy, policing and trust. There are a lot of events going on within the Force and it is important to the topics the Group are going to be discussing. It is about enhancing Governance across the Force as there is a gap in the co-ordination. The Steering Group will give strategic direction to other groups who report into it. There will be some challenging issues to come to this Group therefore the topics will be deliberately broad and it is hoped the discussions held will add value and be meaningful. ToRs Steve Russell presented the ToRs and also noted the Steering Group is expected to be high level, to hold strategic review of legitimacy and needs to be robust and evidence based.	

	Alex noted he would not be dictating the frequency of the Delivery Group Boards to be in line with the Steering Group. Warren confirmed there was an Ethics Committee and that he reported Nationally on disproportionality and vetting. It was noted under the new Governance arrangements a new board is due to be set up around Culture and Behaviours with Bernie Gaughan as Chair, the ToRs are currently being prepared for this Board. The ToRs for this Steering Group were approved.	
3.	**ToR and Priorities for Workstream Boards** **Action 01/190421: Steve Russell in conjuction with Tania Coppola/Ben Smith and Mike Smith to produce the ToRs for the Workstream Boards and bring them to the next meeting.**	SR/TC/ BS/MS
4.	**IAG Scrutiny / Advisory (Gill Wall)** The last formal review of IAG had been in 2014 therefore it is timely to be conducting a review now. This will show how it fits with the scrutiny panels etc. Ben commented that the starting point was understanding what scrutiny looks like and to map out existing structures and then build on it. There was a question around use of language e.g. IAG or scrutiny panels, it was agreed there were lots of things that needed to be understood first. Public Engagement and Contact Board would define it through action then moving through to Use of Powers Board for stop and search, however ultimately the Force needs to decide what is wanted. Alex noted we need to make clear what is required from the IAGs and that it was an advisory and scrutiny role. The demand on IAGs around scrutiny has grown and therefore needs a good cross-section of community involvement. **Action 02/190421: Gill Wall to lead to produce ToR for the IAG review and within those ToR set out realistic timeframe for completion of the review. ToR to be circulated by no later than end of 2nd week in May.** Ben noted the IAG is part of scrutiny and therefore needs to be a broader piece. It was agreed that HMIC have tight timescales therefore the production of the IAG should not be delayed. Alex summarised as follows: • Need for a review – Gill Wall leading on this aspect • Scrutiny needs to be a priority • Engagement to move quickly but not as important as scrutiny • Draft ToRs to be produced for the scrutiny element • Timescales for review – options and propsals for decision in two months Alex noted he is keen to do this in tandem with IAG members and that there has to be consultation with key stakeholders.	GW

5.	**Strategic Diversity, Equality and Inclusion (Gill Wall)** Annual Report There is an obligation to report how the Force meets public sector obligations therefore the draft is being reviewed with sign off required by early May. **Action 03/190421: Gill Wall to circulate the annual report document by 2nd week of May for review and virtual approval by this Board.** Gill confirmed the document must be produced at least annually. Steve Russell noted the need for something more meaningful going forward and Alex confirmed this hits with the heart of transparency. Equality Objectives Document The requirement is to have measurable equality objectives specific to our Force. The document presented to the meeting had not been tailored for our Force yet and is quite a broad document at present. Tania noted the document was a good starting point but queried Objective 1a in terms of what would be measured against and how would the measure would be undertaken. Ben suggested targeting a couple of characteristics to measure against i.e. those we have a tangible measure on. Tania suggested possibly expanding Objective 1b to also cover Objective 1c. Alex commented that we don't want to be unambitious but there is a need to be realistic when finalising the objectives. It was noted the NPCC wants to finish this in 2022. Gill confirmed the document was due to be refreshed every 4 years and there are areas where we would like more evidence therefore maybe we should refresh our document every 1-2 years instead of 4 years. Alex queried if there was currently data to show if we have delivered on the baseline information, if not this needs to be reviewed to ensure objectives are realistic and measurable. Gill mentioned some of the Durham data could be used as the baseline. **Action 04/190421: Steve Russell to work with Gill Wall on the principles and focus of the document to include baseline and targets. A revised document to be distributed with the papers for the June meeting.** Gill noted she didn't agree with Objective 3a, Ben commented it could still be relevant but possibly reword along the lines of seeking to explore the opportunities instead. Ben queried the section on Hate Crime and noted a conversation was possibly needed on this subject and the costs involved. Alex noted by the time this document was finalised a new Chief Constable would be in position therefore this document needs to be clear from the outset. Alex thanked Gill for the work she had already undertaken on pulling this document together in particular the comparisons from other Forces.	 GW SR/GW

6.	**Data Workstream/Performance Metrics** A discussion was held around what information would come to this Steering Group from the Delivery Group Boards to avoid duplication. There was no plan to bring a load of duplicate KPIs to this meeting. Tania noted she would bring a written update on two quality objectives. The NPCC had eight different areas on the action plan over the next four years tailored for Warwickshire and these would be reviewed at Diversity and Inclusion Board and highlights brought back to this Steering Group. Alex suggested an easy to understand one page sheet detailing important metrics from the Chairs of the Workstream Boards, this would form part of the standard agenda items each meeting. **Action 05/190421: Jo Robbins to include Delivery Group metrics on the standard agenda. COMPLETED AND DISCHARGED** Gill asked if there were any gaps from other areas e.g. CJ Steering Group that this Group should have oversight of. Dawn Hartland sits on the disproportionality meeting which CJ links through therefore some knowledge is needed of this, the next meeting is 23 April. **Action 06/190421: Gill to speak with Dawn Hartland to establish what data she has and ensure it is included here**. **Action 07/190421: Workstream leads and AFS to review the list of specific metrics and measure against the objectives to establish how they can be measured and how this can be tracked.** Warren noted there may be some statistics around complaints and vetting but he was not sure what the metrics would look like. Gill had included complaints but queried at what point complaints should be brought to this meeting due to sheer volume. It was agreed not to include vetting if it is included at another meeting to avoid duplication.	 JR GW TC/BS/MS/AFS
7.	**Diversity and Inclusion Workstream (Tania Coppola)** It was noted West Mercia have been producing the data included within the report currently however this was due to come back in-house. The statistics of 35% for female officers was an old statistic however this was still being measured against therefore although we were currently just below the 35% the aim was to attain higher. Janaid queried the accuracy of the breakdown of the figures in Appendix F and was informed this was the way the system produces the data. Tania had spoken with the data team and requested clearer data in future. Warwickshire Police are behind Nationally however it is always a challenge competing with West Midlands who often recruit for a number of positions at a time. Steve asked if the position would be increasing with the pool of staff coming in/going and would it show a compounding or improving position over the course of a two year period. Tania commented there was no concern on the retention side.	

	Training and Development is focussing on the workforce. Feedback received has shown a lack of education and cultural awareness, the NPCC action plan has specific training plan to close some of the gaps. There has been healthy discussion for leadership on BLM and women's concerns, talking about it in an open environment to establish if there are any internal issues. On inclusion and wellbeing we are trying to ensure from network and surveys that people are feeling more valued at work. Alex mentioned the upcoming Fit for the Future CPD event in June for Superintendents and senior leadership which may help with some of the issues raised. Warren asked if there were any inhibiters to representation on medicals, Tania was not aware of any issues but would investigate. **Action 08/190421: Tania to establish if there are any inhibiters to representation on medicals.**	TC
8.	**Use of Police Powers Workstream (Ben Smith)** The last meeting was held on 31 March and the main topic of discussion was around the HMIC report published in February. It was a clear report and good progress had already been made on some of the recommendations. There are three main areas covered: • Internal scrutiny and dip searching – there was originally dedicated staff but this changed with Evolve 2 • External – how we engage with communities and how we learn from it • Understanding data and trends Overall largely in a good position however due to Evolve 2 some of the items had to be paused but will be picked up again later. Use of force, stop and search systems are not good, Athena could be used for stop and search. Any recommendations of alternative systems to be used will be brought to this Steering Group as there will be a cost implication. Ben talked through the recommendations within his report as follows: Recommendation 1 – Simon Payne posed a question around credibility as we currently have some really good communicators and he was concerned training would be required by everyone even those who do not necessarily need it. There has never been a full list of skills that could be used therefore maybe it was naïve to think all police officers have all of the skills. Alex noted the training would need to add value as well as be credible and Tania mentioned Kate Quilley had some good ideas around communication. It was agreed to proceed and Ben, Tania and Mike to take offline and work up the detail. **Action 09/190421: Ben, Tania and Mike to work up the detail around communication skills training but supported by Steering Group.** Recommendation 2 – Ben is meeting with Katharine Grasby and Allison Hall to discuss the showing of BWV footage and any DP issues around this. Alex agreed	BS/TC/ MS

	for Ben to undertake the meetings in order to take this forward and Steve suggested taking to Executive Board for final decision and to have a clear audit trail. Simon noted the Federation view supports the wider publication of BWV especially for use on social media which the Met Police are already doing. Jatinder commented there are pros and cons but he is supportive. **Action 10/190421: Ben to produce a briefing note on the use of BWV footage for Alex to discuss with T/DCC Debbie Tedds with onward transmission to Executive Board.** Disproportionality rates are not as binary as increase/reduce, the question was raised as to how this Steering Group wants it approached. Steve commented it was less about disproportionality, there is a better language and were there any good stop and search being done correctly. If we can establish effective use of stop and search and how it is used then disproportionality concerns will be met. Alex doesn't believe we should reduce the use of stop and search and his honest view is the vast majority of the workforce are using stop and search correctly. He bases this on the evidence base used to date and the position adopted by the force internally and externally just 12 months ago. Over the last 18 months there have been a number of county lines issues in our area and we have encouraged the powers available to prevent further such offences taking place and to make the county a hostile place for serious organised crime and violence. There is good scrutiny surrounding grounds for stop search completed by officers and assessed by supervisors Stop search action taken rates tend to be consistent. It is important to continue with internal training that enhances hearts and minds and issues such as unconscious bias. It is recognised that like all organisations we will unfortunately have individuals who hold views that are not compatible with our organisational values. We must continue to robustly scrutinise ourselves and the workforce to continue to have such reassurance. The narrative around this needs to be kept under review. All steering group members were supportive of the position described. Simon noted that communications to operational officers is key when we get stop and search right but can also have an adverse reaction with communities if we get it wrong. **Action 11/190421: Ben and Alex to continue the discussion around disproportionality rates offline.**	 BS/AFS BS/AFS
9.	**Public Engagement and Public Contact Workstream (Mike Smith)** Mike provided a verbal update on his area. This Board was 40% D&I related however Mike queried if his board should be legitimacy and equality of contact and engagement or should it involve more than that. Alex noted it should cover all senses of community engagement but D&I, however agreed there were some gaps around OCC, Comms etc but he is comfortable with this.	
10.	**Disproportionality and maintaining an Ethical Culture (Warren Little)** Warren mention the Kaye Report which sets the bar as to how we should be reporting around complaints and misconduct, and since then the NPCC portfolio came out earlier this year giving metrics which we are working to ensure we meet. A review of disproportionality is undertaken annually with another just being issued for 2020/21 giving end to end process across complaints and misconduct.	

	Action 12/190421: Warren to provide the report on disproportionality for the next meeting. The data showing if complainants are more likely to complain it they are from a BAME category is floored, however it would be useful to understand if there are areas where they consider they are discriminated against. Vetting – we have a National lead, linked in with the National lead for the uplift programme working with Mick Gillick to establish where disproportionality occurs in vetting. Work is also being undertaken on the design of the forms to ensure answers are captured correctly. The data on this work should be available within 6 months and will be reported back to this Steering Group when available. Ethical Culture – integrity health checks are currently being completed and will be completed bi-annually in future. The Ethics Committee is up and running with a cross section of the force and members of the public. Minutes are available on the PSD site and will also be included within Force Orders. The Ethics Committee is currently struggling with receiving referrals from the rest of the Force. Warren asked if other boards are unable to decide on an ethical question then contact be made with the Ethics Committee who will seek to provide a view on it. **Action 13/190421: Ben to send detail of ethical issues around stop and search to Warren for discussion at the Ethics Committee.** The next area for discussion around Ethical Culture after Knowing the Line is Abuse of Position for Sexual Purpose which will be on a set criteria and will be held accountable by HMICS.	WL BS
11.	**Corporate Communications (Mike Fox)** A request was made over terminology and use of language i.e. use of BAME and if this is not an appropriate term to use what should be used in its place (BAME was used an example, it was broader than this and also included disability)? If people are worried about what terminology they can use it was felt they may not want to get into a discussion. It was agreed a product would need to be worked up as although there was information on this subject out there in ROCU and West Midlands it didn't necessarily give an alternative language to be used. Gill mentioned she had undertaken some work on this and would share it with Katy and Mike. **Action 14/190421: Gill to link in with Katy and Mike to discuss the issue of terminology and use of language in line with issues along the lines of BAME and disability.** One suggestion given was, when in a meeting, to ask how a particular person/group of people wanted to be referred. It was agreed this would work for an article produced on Force Orders for example.	 GW/MF
12.	**AOB** **Resources (Capacity and Capability) (Alex Franklin-Smith)** Due to the work which would be involved in some of the tasks of this Steering Group additional resource would be required.	

	Action 15/190421: Steve Russell to work with Alex offline to look at additional resource for this Steering Group. Alex thanked everyone for the work undertaken so far in this area. There were no further items.	ST/AFS
13.	**Dates of Meetings:** **2021** 7 Jun 2 Aug 7 Oct 8 Dec **2022** 3 Feb 7 Apr	