

**Minutes of a meeting of the Ethics and Transparency Panel (ETP)  
held at FHQ on 18<sup>th</sup> of September 2024**

**Present**

Mr Vipal Karavadra (Chair), Dr Louise Bradley and Ms Lisa Vine, Mrs Kathleen Harris-Leighton and Mr Kieran Breen

**Also in attendance**

**Office of the Police and Crime Commissioner (OPCC)**

Mrs R Mahal (Deputy Police and Crime Commissioner)  
Mrs S Pattani (Evaluation and Scrutiny Officer)  
Mrs S Solanki (Project Officer)

**Office of the Chief Constable (OPCC)**

Mr D Sandall (Deputy Chief Constable)  
Mr M Gamble (Professional Standards Department)  
Ms L Wrigley (Counter corruption unit)  
Mr R Buckley (Counter corruption unit)  
Mr C Kealey (Head of Strategy, Policy and Communications)  
Mr J Higgs (Chief Inspector, Head of Custody)  
Mr P Harrison (Prison, Co-ordinator, Custody)  
Mr N Holley (Constable, Body-Worn Video)  
Mr A Botting (Constable, Body-Worn Video)

**Members of the Public/Observers**

Dr Denis Tanfa  
Ms Nikki Plant  
Ms Frances Deepwell  
Ms Katie Walker

**01/24 Apologies**

Apologies were noted for Mrs L Starr (Director of Governance and Performance for the OPCC) Mrs C Trewartha (Chief Executive for the OPCC).

Mr Matthew Youngs (Panel Member), Mrs A Tompkins (Head of Professional Standards) and Mrs S Blair (Communications and PR)

**02/24 Declarations of Interest**

The Chairman invited members to make declarations of any interest with respect to items on the agenda for the meeting, should they wish to do so. Clarification was sought by Mrs Harris-Leighton on what is considered a conflict. The group confirmed that there would be a conflict if there is a personal or professional responsibility that would conflict with another obligation and that the individual must declare it immediately.

### **03/24 Minutes of the meeting held on 26<sup>th</sup> June 2024**

The minutes of the meeting held on 26<sup>th</sup> June 2024 were discussed and agreed a true and accurate record.

### **04/24 Urgent Business / Chairs Updates**

The Chair informed the group that the election of the Chair and Deputy Chair will take place at the next meeting once new members have cleared vetting and that expressions of interest will be requested soon.

The Chair confirmed that the appraisal process will also be commenced in due course with all panel members.

### **05/24 Gifts and Gratuities**

The group discussed how the information on the Gifts and Gratuities Register is captured and although there is a process for registering gifts, the details are not always provided leading to ambiguity, especially with unusual or high-value items. It was agreed by the group that further details provided on the last column of the document on gifts over the value of £50 would be beneficial to help panel members with establishing whether it is appropriate.

Mr Buckley explained that the force takes proactive measures to track and monitor suspicious activities, for example if one officer is getting multiple gifts. It was explained that this would go through the Counter-Corruption Unit (CCU) and Professional Standards Department (PSD) and can lead to misconduct or criminal investigations. Serious cases are referred to the Independent Office for Police Conduct (IOPC).

**Action: Further clarity required from PSD when the value of a Gift and Gratuity is over £50 and this is to be included in the last column of the Register.**

### **06/24 Emerging National and Local Issues**

The group discussed the recent national disorder with the riots and acknowledged that there has not been much locally. Although there had been a protest and counter-protest near the clock tower, Mr Sandall noted that the communication, updates and information provided by the force were really positive. Mr Sandall also noted that Leicestershire Officers have been sent across the country to help with the disorder and fortunately none were hurt or injured, with these officers ready to be deployed nationwide.

Mr Sandall also highlighted the pressure on prison spaces with a Gold Group in operation to aid support for the Criminal Justice System (CJS). It was highlighted that many prisoners are released locally without accommodation, finances, or support, which can lead to a spike in crime. Efforts are being made to support these individuals to prevent crime and ensure they have the necessary resource with full multi-agency support.

Mr Sandall noted the recent murder of Bhim Kohli that has sparked significant media interest and although the force is unable to go into detail due to the ongoing investigation, it is important to acknowledge the amount of work that has gone in by Neighbourhood Police Teams. Dr Bradley questioned the learning around this and what the outcomes have been, i.e. new training courses and more information. Mr Sandall confirmed that a hot debrief is completed every time to look at learning, for example every time a firearm is taken onto the street as it is important to strike a balance in reporting, ensuring that both minor and significant issues are addressed appropriately. Immediate actions are taken if necessary, while important learnings go through a PSD investigation. Learning from

investigations is embedded through training, equipment changes, or process adjustments, overseen by a Chief Superintendent.

Mrs Harris-Leighton commended the force for the way that it dealt with the national disorder and explained that she was impressed by the way that the engagement was handled by the community and extended a thanks to the local commanders and that positive feedback was received from the community leaders as well.

## **07/24 Policies and Reports**

### *Leicestershire Custody Procedures:*

Mr Harrison explained that Custody Procedures follow the Authorised Professional Practice (APP) standards and legal requirements and that regular inspections and Independent Custody Visitors (ICVs) ensure compliance and safety. He further highlighted that Custody Suites are monitored with CCTV with detainees being provided with humane treatment and necessary facilities and that extensive oversight and audits are conducted, including weekly dip samples and external reviews. Mr Sandall noted that there are 1300 prisoners that go through custody every month, with 22% of those being foreign nationals.

Mr Kealey noted that new members may need clarification on acronyms and was agreed that full titles will be used and any acronyms will be explained.

Mr Harrison explained that there are specific procedures for strip searching and custody management that are in place and that awareness of these procedures is important for all involved. A policy change was implemented to ensure individuals in custody are checked to confirm they are awake during visits and Officers must now document these checks in the custody record. Legal requirements mandate that detainees must be given 8 hours of uninterrupted sleep, making it challenging to balance with regular checks. Officers face difficulties when detainees have vulnerabilities requiring more frequent checks. An example was provided of the recent death in custody where the investigation found no fault with the officers' actions. The context highlights the challenges officers face and the scrutiny they undergo during such investigations.

### *Custody Detention Scrutiny Panel.*

Mrs Harris-Leighton queried an incident noted on the custody feedback log, reference ICV 488; there was an incident at Euston Street Custody Suite where all staff had to be called in to control the detainee on the floor to get them under control and during this time, ICVs were moved to adjacent rooms. Mrs Harris-Leighton expressed concern around the fact that there was no response recorded on the form by Custody.

**Action: To provide a response at the next meeting on what is the appropriate response and normal procedure in situations like these where everybody goes to attend to the detainee / officer and what was the learning in this instance.**

It was noted that in the review of 17 cases, 12 had a mental health flag and it was highlighted that if detainees seem to be in crisis, they get access to nurses and the triage team. The Panel was assured that custody staff are proactive in managing these cases, reviewing records, and ensuring detainees get the necessary support as there are many checks and balances in place to address any issues effectively.

Mrs Mahal questioned what training custody staff receive on hygiene and sanitary products needed by detainees, as well as their sensitivity towards detainees experiencing menopause. Mr Harrison explained that custody officers receive extensive training that includes initial bespoke training tailored to deal with detainees and their complex needs, as well as annual refresher training. This training is aligned with Authorised Professional

Practice (APP) and best practice from the National Police Chiefs' Council (NPCC). Mr Harrison further assured that ICVs also receive thorough training to help them navigate this complex area and assured that Custody Officers are always available to support both staff and volunteers, emphasising their commitment to getting things right.

Mr Sandall highlighted that in relation to Custody Detention Officers (CDOs), currently there are 50% male and 50% female, however custody is underrepresented when it comes to female custody sergeants which is something the force is keen to change by promoting more women into custody roles, especially through initiatives like the Women's Inclusive Network (WIN).

Dr Bradley questioned what is meant by a phone block in paragraph 23 of report D. It was explained that the phone block would have been a specific authority for that particular detainee in relation to certain rights being delayed, i.e. making a phone call or notifying a solicitor if they could hinder an investigation. Mr Sandall assured that phone blocks are closely monitored and supervised by senior officers to ensure its necessary, proportionate and limited in duration. It was highlighted that there are very few complaints about this practice, indicating that effective procedures and safeguards are in place.

#### Children's Commissioner's Report - Strip Searching of Children.

The Force explained that there is ongoing work around the procedures for searching children to ensure that their rights and safety are prioritised. Mr Heggs noted that a Pilot is being introduced around juveniles in custody with a child first approach which will look at working with partners to ensure increased scrutiny on the process, including issues related to strip searches and that this is to be signed off in the coming weeks.

Mr Heggs confirmed that there were 4 juveniles in custody in August. Mr Sandall emphasised that it is important to understand that there is a difference between a 10-year-old and a 17-year-old and often there is better prevention in custody than in hospital as the resources and diversionary tactics can often lead to better outcomes. Mr Harrison noted that custody suites in Leicester have now been set up to have some different coloured cells in order to be more trauma informed and be in line with the child first approach. Mr Breen commended Leicestershire Police and the Violence Reduction Network (VRN) for the work that is being undertaken to support juveniles, especially around the prevention space and lived experience which is key in some of the future work that will be undertaken. Mr Sandall assured that the local work currently being done around juveniles in custody will be shared with the panel to avoid any duplications in work.

**Action: Current work being undertaken locally around juveniles in custody to be shared with the Ethics and Transparency Panel.**

#### Casey Review Update

Report taken as read.

Ms Vine raised that from a LGBTQ+ perspective, the report doesn't reference anything in relation to 'phobia' and questioned if this is an area the force is happy with. Mr Sandall confirmed that the force is working across all of the protected characteristics and disproportionality is looked at across the board too. The ongoing work to navigate different legal requirements and national guidance, particularly around trans issues, and the importance of having a reality check to ensure that the efforts are effective and inclusive was highlighted.

Dr Bradley questioned, of the 16 recommendations, whether there were any that were key for Leicestershire Police locally. Mr Sandall confirmed that the vetting element was the main area of focus and confirmed that this has been re-checked again to ensure everything is in order locally. It was also highlighted that the size of the force makes a difference too when looking at making a positive impact.

The group discussed WhatsApp and the culture surrounding media and campaigns. Mr Kealey reassured that there are positive communications with respect to 'Team Leicestershire' reinforcing the force being one team and there has also been an anti-misogyny campaign locally that has been adjusted to an internal audience too. It was acknowledged that this has had a positive impact on PSD data and that HMICFRS has also commended the culture of the force in this respect.

Mr Kealey mentioned the workforce survey which is very detailed and includes anonymous responses. Ms Vine raised a question around the workforce survey not being done yet around LGBTQ+ individuals and that this would be something that would be advocated. The proposal would be to capture data from LGBTQ+ individuals through surveys to understand their experiences and improve services to emphasise the importance of engaging vulnerable communities and ensuring their voices are heard. There was also an emphasis on using the term Equality, Diversity and Inclusion (EDI) in feedback and discussions to encourage ongoing efforts to engage with diverse communities and gather meaningful feedback.

**Action: Mr Kealey and Ms Vine to work through surveys to understand lived experiences and use it to improve services through engaging with LGBTQ+ networks and improving data collection methods of the surveys.**

#### **08/24 Ethical Dilemma for Discussion – Juveniles in Custody**

The group discussed the Child First Approach and how the force can look to strike a balance between safeguarding children with the need to detain children that need arresting. It was acknowledged that this approach prioritises the welfare and rights of the children, viewing them as individuals that need guidance and support rather than threats to society and emphasised that over the last 3-4 years there has been positive cultural changes around this, especially with prevention and diversion. Mr Sandall explained that each case is based on its own merits and officers have to make informed decisions based on the situation and circumstances, for example physical appearance like size and maturity will affect how juveniles are treated.

The Panel discussed the importance of trauma-informed training, which has recently been made available online through the Digital Academy. This training aims to educate officers and staff about Adverse Childhood Experiences (ACEs) and their impact on children. Mr Harrison emphasised that understanding how to interact with children who have experienced trauma can create opportunities for meaningful support and intervention. It was highlighted that many individuals facing challenges in life often have complex backgrounds, including difficult home environments and educational struggles. It was emphasised that the force's goal is to provide these individuals with opportunities to address their issues and divert them from negative paths, often involving interactions with law enforcement.

Mr Harrison explained that there are several initiatives within custody suites aimed at supporting children, including child-friendly spaces/cells and renaming and redecorating rooms to provide a more supportive environment. Mr Heggs reassured that the team is committed to ensuring that the trauma-informed programs are effectively implemented and supported by collaborating with various agencies

The panel discussed the importance of a joined-up approach, avoiding isolated efforts that may not yield positive results. Dr Bradley commended the work being undertaken around custody suites being more trauma informed and aware of ACEs but questioned what provisions the force has around Special Educational Needs and Disabilities (SEND) within custody environments.

Mr Heggs confirmed that custody use a national framework and have expertise within custody suites through the mental health professionals too. Mr Sandall also highlighted that the VRN are doing a lot of work around under 25-year-olds which considers individuals that may have SEND support.

Dr Bradley raised that there appears to be a lack of Child Sexual Exploitation (CSE) knowledge and support in relation to education and questioned whether this could be linked into through the schools. Mr Sandall explained that there are PCSO Liaisons and other links into schools and highlighted that there are lots of good pockets of work being undertaken with respect to this but there is a requirement for a more joined up approach to enable the impact.

The group further discussed how the force continues to deal with various events and situations and aim to develop expertise in identifying and addressing the needs of children, working closely with partners to ensure awareness and support, including in schools.

**09/24 Body-Worn Video (BWV) Footage – closed session**

The two instances of body-worn video footage were reviewed by the panel. The panel found that in both cases, the use of force was reasonable and proportionate with no concerns to address by the force.

**10/24 Any Other Business**

None.

**Date of Next Meeting**

Thursday 12<sup>th</sup> December 2024  
The Main Conference Room, FHQ

## Ethics &amp; Transparency Panel - Open Actions

Meeting Date	Action No.	Minute No.	RAG	Action	Person Responsible	Target Date	Update
19 September 2023	1			<p><b>Emerging National and Local Issues</b>  <u>Strip Search of Females in Police Custody</u>            It was agreed to find out what is covered by the term "miscellaneous"</p>	DCC Sandall	Dec-23	<p>23/2/24: Miscellaneous Crimes Against Society are state based offences which do not fit easily within section of the Home Office Counting Rules such as violence, sexual offences, burglary etc..</p> <p>Concealing an Infant Death Close to Birth            Exploitation of prostitution            Bigamy            Soliciting for Prostitution            Going Equipped for Stealing            Making, Supplying or Possessing Articles for use in Fraud            Profiting from or Concealing Proceeds of Crime            Handling Stolen Goods            Threat or Possession with Intent to Commit Criminal Damage            Forgery or Use of Drug Prescription            Other Forgery            Possession of False Documents            Perjury            Offender Management Act            Aiding Suicide            Perverting the Course of Justice            Absconding from Lawful Custody            Bail Offences            Obscene Publications etc.            Disclosure, Obstruction, False or Misleading Statements etc.            Wildlife Crime            Other Notifiable Offences            Dangerous Driving            Fraud, Forgery Associated with Driver Records  <b>Propose close</b></p>
19 September 2023	2			<p><b>Complaints Dip-Sampling</b>            It was agreed to bring back statistics on how many Officers have had 3 or more complaints in a 12 month period</p>	Supt Tompkins	Dec-23	<p>7/3/24: action complete.  <b>Propose close</b></p>
19 September 2023	3			To organise new member visits to PSD	Supt Tompkins	Dec-23	<p>7/3/24: action complete.  <b>Propose close</b></p>
19 December 2023	4	04/23		Action tracker to be created and discussed at the beginning with each meeting	Ms Dearden	Mar-24	<p>13/2/24: action complete.  <b>Propose close</b></p>
19 December 2023	5	06/23		<p><b>Reports, Policies and Procedures</b>  <u>Complaints and Misconduct Statistics - yearly report</u>            A chart to be produced showing nature of complaints</p>	Supt Tompkins	Mar-24	<p>19/3/24: this item was covered during the meeting in March 2024.  <b>Propose close</b></p>
19 December 2023	6	06/23		<p><b>Reports, Policies and Procedures</b>  <u>Complaints and Misconduct Statistics - yearly report</u>            Definition of the term "individual behaviours" in relation to allegations to be shared with the Panel</p>	Supt Tompkins	Mar-24	<p>19/3/24: this item was covered during the meeting in March 2024.  <b>Propose close</b></p>
19 December 2023	7	06/23		<p><b>Reports, Policies and Procedures</b>  <u>ICV Quarterly Report</u>            Breakdown of ICV visit times to be shared with the Panel</p>	Ms Sharma	Mar-24	<p>12/3/24: action complete, reports shared with Ethics Panel members via email  <b>Propose close</b></p>

19 December 2023	8	06/23	<b>Reports, Policies and Procedures</b> <u>ICV Quarterly Report</u> Ms Sharma agreed to investigate what the Force does with the ICV data collated	Ms Sharma	Mar-24	12/3/24: action complete, reports shared with Ethics Panel members via email <b>Propose close</b>
19 December 2023	9	06/23	<b>Reports, Policies and Procedures</b> <u>ICV Quarterly Report</u> ICV Annual Report to be shared with the Panel once complete	Ms Sharma	Jun-24	12/3/24: action complete, reports shared with Ethics Panel members via email <b>Propose close</b>
19 March 2024	10	04/24	<b>Urgent Business / Chairs Updates</b> <u>Terms of Reference:</u> <i>Pro-forma to be created ahead of the next meeting to show what to work against (appraisals).</i>	Ms Pattani	Sep-24	18/07/24: Appraisal Framework completed, awaiting sign-off by JARAP/Ethics Panel Chairs Framework to go live 1st September 2024. <b>Propose close</b>
19 March 2024	11	05/24	<b>Gift and Gratuities</b> <i>Admin to highlight any new additions to the report before sharing with the Panel</i>	Ms Dearden	Jun-24	4/6/24: all items included on the G&G report are new additions <b>Propose close</b>
19 March 2024	12	07/24	<b>Reports, Policies and Procedures</b> <u>Use of Force and Spit Guard Policy</u> <i>It was agreed to bring back a physical spit guard to the next panel meeting to show members what one looks like / how it's applied</i>	Insp Thompson	Jun-24	<b>Propose close</b>
19 March 2024	13	07/24	<b>Reports, Policies and Procedures</b> <u>Casey Review</u> <i>To bring back a sit-rep to the next meeting as to where the force is at with the progress on the casey review</i>	DCC Sandall	Jun-24	4/6/24: Verbal update to be provided at the June meeting by DCC Sandall <b>Propose close</b>
19 March 2024	14	09/24	<b>Ethical Dilemma for Discussion</b> <i>To move this agenda item up the agenda for June 2024 to ensure there is sufficient time to discuss</i>	Ms Dearden	Jun-24	Complete. <b>Propose close</b>
19 March 2024	15	10/24	<b>Any Other Business:</b> <i>Pre-meets to be scheduled before all meetings</i>	Ms Dearden	Jun-24	Complete. <b>Propose close</b>
19 March 2024	16	10/24	<b>Any Other Business:</b> <i>Calendar dates for all sub-boards to be shared with the panel</i>	Ms Pattani	Jun-24	Complete. <b>Propose close</b>
19 March 2024	17	10/24	<b>Any Other Business:</b> <i>RAG rate the action log</i>	Ms Dearden	Jun-24	Complete. <b>Propose close</b>
26 June 2024	18	05/24	<b>Gifts and Gratuities</b> <i>Parameters for G&amp;G to be reviewed and middle ground to be sought.</i>	Supt Tompkins	Dec-24	Can we please have clarity from the Panel as to exactly what is wanted in relation to the information provided on the G&G register. I have compared the old information provided against the current register and can see little meaningful difference between the two. Happy to make changes but would be grateful for exactly what needs changing. A Tompkins  Further action from September meeting - Further clarity required from PSD when the value of a Gift and Gratuity is over £50 and this is to be included in the last column of the Register. <b>To be referred to next meeting in Dec.</b>
26 June 2024	19	07/24	<b>Reports, Policies and Procedures</b> <i>Summary of outcome journey from the OOCR Panel will be brought back to the meeting in 6 months.</i>	D/Supt Ditcher	Mar-25	



