

Thames Valley Police
Protecting Vulnerable People
Accountability Document

1.0 Background

This Accountability Document has been produced in response to Recommendation 3 of the 2007 HMIC inspection of Thames Valley Police in respect of Protecting Vulnerable People. Creation of the document also addresses issues raised in recommendations 3, 5, 6, 8 and 10.

HMIC Recommendations

Recommendation 3

That the Force introduces an accountability structure, detailing responsibilities and lines of accountability from Basic Command Units through to the Association of Chief Police Officers portfolio holder and links to the headquarters strategic lead.

Recommendation 4

That the Force develops and implements a formal structure and process for sharing of information across all protecting vulnerable people disciplines.

Recommendation 5

That the Force reviews the workloads and staffing levels within child abuse investigation units to provide resilience and a more equitable spread of work.

Recommendation 6

That the Force introduces a corporate monitoring and review process to ensure a consistent response across the Force area and to provide management information which will aid the improvement of performance for child abuse investigations.

Recommendation 7

That the Force increases the use of problem profiles and other analytical work to improve the proactive responses to domestic violence.

Recommendation 8

That the Force reviews the workloads and staffing levels within domestic violence units to provide resilience and a more equitable spread of workloads.

Recommendation 9

That the Force makes public protection management information more widely available and this information be used as a diagnostic tool to improve performance.

Recommendation 10

That the Force reviews the training requirements for public protection officers and agrees a minimum training standard.

Recommendation 11

That the Force revises its missing persons policy to include action to be taken if a person is missing as a result of family pressures – for example, forced marriage etc.

Thames Valley Police

Protecting Vulnerable People

2.0 Accountability Document

This Accountability Document for Protecting Vulnerable People (PVP) sets out:-

- strategic and tactical responsibility
- the governance arrangements
- the HQ and BCU structure and responsibilities
- lines of accountability
- minimum standards in respect of staffing and availability
- performance information and management

Protecting Vulnerable People includes Child Abuse Investigation (including Honour Based Violence against children), Domestic Abuse (including HBV against adults), Public Protection including MAPPAs, Missing People, Safeguarding Vulnerable Adults and Serious Sexual Assaults.

3.0 ACPO Responsibility

3.1 ACC Crime and Criminal Justice has the overall strategic lead for PVP which will include strategic direction, policy formulation, compliance with minimum standards, resourcing levels, investigative standards and organisational risk identification and management. The ACC (C and CJ) will ensure best practice is identified and shared.

3.2 Any shortfall in standards, risk management or performance will be dealt with by ACC (C and CJ) in consultation with the ACC Local Policing. A supportive action plan will be implemented to reduce organisation risk.

3.3 The ACC (C and CJ) will chair the PVP Steering Group and will also be a member of the Strategic Management Board for MAPPAs.

3.4 In respect of child matters, the ACC (C and CJ) maintains the oversight of investigative standards for child abuse and missing persons while the ACC (LP) has overall responsibility for safeguarding and promoting children's welfare.

4.0 Force PVP Detective Superintendent's Responsibility

4.1 The day-to-day strategic overview of PVP is the responsibility of the Force PVP Detective Superintendent who will work within the Force PVP Strategy Unit and manage the central PVP Strategy unit. The Detective Superintendent's duties will include those outlined in the TVP CAIU policy document.

Strategy Unit

4.2 The unit will help develop strategic policy, provide specialist advice, represent the Force on PVP issues and monitor Force compliance with minimum standards, Force and national performance indicators. They will monitor the Force risk levels within PVP and notify BCU commanders and the ACC (C and CJ) of perceived risks and compliance issues.

4.3 Shortfalls in standards, risk management or performance will be subject to a supportive action plan agreed between the Force Detective Superintendent PVP and the BCU SMT PVP representative. Referral to ACC (C and CJ) will take place where an action plan cannot be agreed.

4.4 The Force PVP Detective Superintendent will circulate regular agreed performance information to the BCUs and the ACC (C and CJ). This performance information will include nationally agreed indicators along with local indicators aimed at analysing organisational risk and workloads.

4.5 The Force Detective Superintendent PVP will be a member of the MAPPA SMB and attend SMB meetings.

4.6 The Force PVP DCI will ensure there is a CAIU DC call out rota for the year which will evenly allocate the out of hours cover by BCUs.

5.0 BCU responsibilities

5.1 Each BCU will seek to have, where possible, a co-located PVP unit which will incorporate CAIU, MAPPA unit (public protection officers), Domestic Abuse Unit, Missing Persons Coordinator and Adult Protection Co-ordinator which meet the minimum staffing standards required.

5.2 BCUs will manage the PVP functions within their areas at an operational and tactical level. They will maintain local partnerships such as MAPPA, MARAC and Local Safeguarding Children's Boards. They will ensure compliance with force polices and minimum PVP standards. The PVP function will form part of level one T& CG meetings.

BCU strategic lead

5.3 Each BCU will have a PVP lead at Superintendent level who will represent the BCU at the strategic level and be a member of the PVP steering group. Normally this will be the Superintendent Crime and Operations.

BCU PVP DCI

5.4 Each BCU will have a Detective Chief Inspector or support staff equivalent who line manages the PVP Detective Inspectors. This individual will have overall command of PVP operations on the BCU.

Risk identification and management

5.5 PVP risk issues will be captured and monitored through the BCU risk register and escalated to the Force register as appropriate and in line with risk register processes.

6.0 BCU PVP Unit Structure

BCU PVP Detective Inspectors

6.1 Each BCU will have as a minimum a Detective Inspector who will line manage the MAPPA unit, the Domestic Abuse Unit and the Adult Protection coordinator and a second Detective Inspector responsible for the CAIU and the Missing Persons coordinator.

PVP Intelligence Officer

6.2 Each BCU will have dedicated full-time PVP intelligence officer working to the PVP unit.

Child Abuse Investigation Unit

6.3 The role of the CAIU is set out in the CAIU Policy document and BCUs will ensure compliance with that policy.

6.4 Each BCU will maintain a dedicated CAIU as part of the PVP Investigation unit.

Staffing

6.5 Each BCU will have a dedicated DI and a DS referral manager whose duties will be as described in the TVP CAIU policy document.

6.6 BCUs will have a number of Detective Sergeants and Detective Constables in accordance with the minimum requirement for their BCU.

6.7 Minimum staffing for BCU CAIUs will be monitored by the BCU DCI PVP lead and will be determined by workloads, threat, risk and harm. The PVPSU will carry out an annual review of staffing levels.

Hours

6.8 CAIUs will be staffed as a minimum from 0800-1600 weekdays and will have at least one officer working 0800-1600hours each weekend.

Out of Hours Cover

6.9 Each BCU will provide out of hours CAIU cover for the days designated within the Force out of hours CAIU rota issued each year. There will be one DC for the North of the Force and one for the South of the Force. A BCU that is required to provide cover on that day will ensure that cover is provided and the Force Command and Control System is updated with the details.

Call out or deployment of the out of hours CAIU officers will only be made with the prior authority of the on call BCU DI and HBI.

Strategy Meetings

6.10 CAIU officers will attend all initial strategy meetings and all review meetings where there is an active investigation. If staff cannot attend then a written update must be provided.

Training

6.11 As a minimum, each permanent Detective Constable on CAIU will be a qualified Detective Constable or be undertaking the ICIDP training program. They will also be an accredited Child Abuse Investigator or be undertaking the SCAIDP training program.

Vetting

6.12 All officers working in CAIU will be vetted.

Welfare

6.13 Due to the nature of CAIU work, all CAIU officers will have access to counselling support.

Domestic Abuse

6.14 Each BCU will have a Domestic Abuse unit which will be part of the BCU PVP unit.

6.15 The Domestic Abuse Unit will be line managed by a dedicated Detective Inspector within the PVP Investigation Unit.

6.16 Each BCU Domestic Abuse Unit will have a Detective Sergeant who will manage the unit's day to day work and will line manage the Domestic Abuse Unit staff.

6.17 Minimum staffing levels for BCUs Domestic Abuse Units will be monitored by the BCU DCI PVP lead and will be based on work loads, threat, risk and harm. The PVPSU will carry out an annual review of staffing levels.

Training

6.18 Detective Officers will be accredited or undertaking ICIDP training. DA staff will undertake the TVP Domestic Violence Training Course.

Welfare

6.19 Due to the nature of DA work, all DA officers will have access to counselling support.

MAPPA/Public Protection Unit

6.19 Each BCU will maintain a MAPPA/Public Protection Unit whose role is to manage the registered sex offenders residing in that BCU and manage the MAPPA process on the area.

The MAPPA unit will work in accordance with the Force MAPPA protocol and comply with requirements laid out in statute and the protocol.

Staffing

6.20 The Detective Inspector or equivalent Public Protection Manager will line manage the MAPPA unit.

6.21 Each unit will have a Sergeant (or equivalent) who will manage the day to day operations of the unit. Their duties will include those laid down for that role within the TVP MAPPA protocol and they will have line management of the Public Protection Officers (PPOs)

6.22 The BCU will have sufficient PPOs to manage the Registered Sex Offenders for that BCU at a ratio of 50 RSOs per PPO.

Training

6.23 All PPOs will be trained in the use of Visor and be qualified to carry out RM2000 risk assessments. As the national PPO training programme becomes available, all PPOs will attend that training.

Missing Persons

6.24 PVP units will have a missing person co-ordinator who will maintain an overview of all missing persons on the BCU and will ensure that reports are being managed in line with the Force Missing Person Policy. The post will be supervised by a Detective Sergeant.

Safeguarding Vulnerable Adults

6.25 Each BCU will have an Adult Protection Coordinator within the PVPIU who will be a Detective Constable. They will investigate and/or provide advice on adult protection investigations. They will attend appropriate case conferences and strategy meetings to ensure cases are managed in a multi-agency forum.

Serious Sexual Assaults

6.26 The PVPSU will be responsible for policy and the dissemination of best practice with regard to the investigation of SSA.

6.27 BCUs will provide Specially Trained Officers to gather evidence from and provide support for victims of SSAs. Child victims will be the responsibility of the CAIU. The STOs will be line managed by sergeants within the PVPSU.

6.28 Investigations into SSA will be carried out by the BCU CID teams, unless they are domestic abuse or intra familial child cases which will be dealt with by the DAU and CAIU respectively.

7.0 Meeting structure and accountability

PVP Steering Group

7.1 The ACC (C and CJ) will chair a bi-monthly PVP meeting to guide strategic development, review policy, examine risk issues and monitor minimum standards and performance. The meeting will be attended by the BCU SMT member for PVP, the Detective Superintendent and DCI PVP Strategy Unit and the PVP representative from the Police Authority. Other parties will attend as required. The DCI PVPSU will bring to the meeting suitable issues from the PVP DIs Meeting.

7.2 The DCI PVPSU will hold bi-monthly meetings for the BCU PVP Detective Inspectors (CAIU and PPU DIs). These meetings will discuss compliance, policy and performance as well as assessing organisational risk, sharing and developing good practice. Urgent issues will be taken to the BCU SMT lead and/or the ACC(C and CJ). Other strategic issues raised will be brought to the PVP steering group meeting. This meeting will also action any work streams emanating from the PVP steering group via the PVP Delivery plan.

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