

Terms of Reference

Stop and Search Community Monitoring Network

Introduction

The Mayor has committed to holding the Commissioner of the MPS to account for the properly targeted and lawful use of the powers of Stop and Search, in order that when members of the public are being stopped and searched, they are always treated with dignity and respect. Community Monitoring Groups (CMGs) have a vital role in delivering this accountability, by acting as independent scrutineers of the use of police powers in their boroughs, providing a voice for their local communities and communicating the experiences of street encounters especially around stop and search.

The monitoring process exists to improve the trust and confidence of the public in the way the police employ stop and search interactions, examine any apparent unfairness in the way they operate; and to hold their local commanders and officers accountable on policies and practices so as to assist in driving down disproportionality.

CMGs are groups comprised of volunteer members of the community. They will monitor all local Stop and Search issues including the legal powers, number of stops, arrest rates, disproportionality, complaints, and Body Worn Video footage. CMGs can also identify and share best practice with other CMGs through their membership of the London-wide Community Monitoring Network (CMN). The CMN assist MOPAC in delivering community scrutiny of the Metropolitan Police Service use of stop and search powers.

1. The Purpose of the CMN

- 1.1 To provide a pan-London mechanism to monitor police use of stop and search powers and support the work of local CMGs.
- 1.2 To support the establishment and development of CMGs in all 32 London Boroughs.
- 1.3 To assist MOPAC and the MPS in identifying community tensions arising from stop and search.
- 1.4 To raise, address or escalate issues of concern about the use of stop and search with MOPAC and the MPS. Such issues may be London-wide, ongoing or where no local resolution has been achieved.
- 1.5 To enable the identification and sharing of good practice that can be communicated internally and externally to the MPS, MOPAC, GLA bodies and the public.
- 1.6 To disseminate information and raise awareness of individual rights under the

Human Rights Act 1998, the Equalities Act 2010, and all Government legislation which impacts on the rights of individuals, in respect of Stop and Search.

- 1.7 To provide a central forum for local monitoring groups to share their experiences and provide mutual support.

2 Membership of the CMN

- 2.1 The CMN membership is comprised of individuals nominated by the borough CMGs.
- 2.2 Other community members may address or attend CMN meetings, by invitation of the Chair or MOPAC (or Vice chair in the absence of the Chair), to share knowledge and experience of stop and search and/or related engagement or accountability matters, but members of the CMN **MUST** be members of a local CMG.
- 2.3 The CMG Terms of Reference will include membership of the CMN and attendance at CMN meetings.

3. What the CMN will do

- 3.1 The CMN will meet at least quarterly. The meetings will be hosted by MOPAC at GLA offices.
- 3.2 A meeting with the Chair and Vice Chair of the CMN shall take place not more than three weeks before the scheduled CMN meeting to plan the agenda and identify with MOPAC and the MPS the papers, reports and presentations and the persons or organisations required for effective discussion of the agenda items.
- 3.3 The meeting agenda will contain only items that assist in the delivery of the CMN purposes (see above). Additional, extraordinary meetings may be held if deemed necessary by the CMN.
- 3.4 Request the submission and/or delivery of papers, reports, and presentations to the CMN and the attendance of organisations relevant to stop and search.
- 3.5 Enable CMN members to raise concerns, call for information, statistical data, records of complaints etc., as well as to share good practice.
- 3.6 Ensure MOPAC and the MPS are informed of issues of concern or community tensions, where appropriate requiring reports from MOPAC and/or MPS on actions taken.
- 3.7 Assist in identifying community members who may be interested in establishing, re-establishing, or developing Stop and Search CMGs in their borough.
- 3.8 Provide to MOPAC the CMN view on the development and implementation of MOPAC/MPS current stop and search policies.

3.9 Monitor and review London-wide delivery of stop and search.

3.10 Hear presentations from local CMGs on their work, their membership and the challenges and successes in their boroughs.

3 MOPAC

3.1 MOPAC officers will attend the meeting as non-voting contributors.

4 MPS

4.1 An officer from the central MPS Stop and Search Team will attend the CMN to present a report on the latest data and stop and search developments, including issues identified through the CMGs' Body Worn Video viewings and 5090 reviews.

4.2 Police officers representing boroughs or central departments may attend CMN meetings as non-voting contributors.

4.3 The borough stop and search leads will be invited to CMN meetings as non-voting contributors. Senior MPS officers or units may be invited to give presentations on specific topics related to stop and search.

5 Chair and Vice Chair

5.1 The chair and vice chair will be elected from the membership of the CMN.

5.2 The chair and vice chair are, like the members of all local CMGs, volunteers who work alongside, but independent of the MOPAC and the MPS. They will represent the views and opinions of the CMN. These views may not necessarily reflect those of MOPAC or the MPS, or their policies.

6 The role of the CMN Chair

6.1 To chair meetings of the CMN in an impartial, structured, and orderly manner.

6.2 With the Vice Chair, MOPAC and the MPS, plan the agenda for CMN meetings.

6.3 To represent the CMN at meetings, seminars, conferences, briefings etc. as appropriate, with prior discussion with the Vice Chair and where appropriate, input from the CMN. The Chair will provide feedback to the CMN at its next meeting.

6.4 To act as a single point of contact for CMGs seeking support to develop their groups.

7 The role of the CMN Vice Chair

- 7.1** To chair the CMN meetings in the absence of the chair.
- 7.2** To participate in planning the agenda with the Chair.
- 7.3** To deputise for the chair at meetings, seminars, conferences, briefings etc., in the absence of the Chair.

8 Election of the Chair and Vice Chair.

- 8.1** The chair and vice chair will be elected at a CMN meeting, will serve for a period of two years, and will step down at the end of that term.
- 8.2** Members can self-nominate or, with their consent, be nominated by other members of the Network. Nominees must be present at the meeting in order to stand for election.
- 8.3** Nominations will be submitted in advance to a named MOPAC officer.
- 8.4** Voting will take place at a meeting of the CMN. No guests may be present for the voting.
- 8.5** In the event of more than one nomination for chair there will be a secret ballot. All individuals standing for election as chair will be entitled to address the meeting for a maximum of 3 minutes prior to the ballot.
- 8.6** In the event of more than one nomination as vice chair, there will be a secret ballot. Nominees will be invited by the chair to address the meeting for a maximum of 3 minutes prior to the ballot.

9 Voting.

- 9.1** Each CMN member will have one vote in each ballot. Only those borough representatives present and entitled to vote will be issued with ballot papers. Each voter will be entitled to cast one vote per ballot.
- 9.2** The ballot will be decided on the basis of first past the post.
- 9.3** Votes may be accepted in absentia in extreme circumstances as long as the chair, vice chair or MOPAC are informed in advance.
- 9.4** The ballot will be coordinated by MOPAC staff, and the count observed by two members of the CMN who are not running for election.
- 9.5** Should equal votes be cast the election will be re-run following a short address from the two leading candidates.

10 Removal of CMN Chair.

- 10.1** A vote of no confidence is a statement or vote which stipulates that a person in a position of responsibility (chair or vice chair) is no longer deemed fit to hold that position, perhaps because they are inadequate in some respect, are failing to carry out obligations, have a conflict of interest or are making decisions that other members feel detrimental.
- 10.2** A CMN Chair may be removed by a vote of 'no confidence' by a CMN member if seconded by one other member. A proposal for a vote of 'no confidence' should be tabled as an urgent business item. The CMN can also approach MOPAC to facilitate an Extraordinary General Meeting to consider this or any other urgent matter.
- 10.3** A 'no confidence' vote will be facilitated by MOPAC and attended by CMN members only.
- 10.4** Each member of the CMN will have one vote (only one borough vote can be accepted). The 'no confidence' proposal will stand on a simple majority.
- 10.5** Should the proposal stand the CMN vice chair will assume the role of chair until the election of a new chair at the next CMN. Should the proposal fall, the incumbent chair will continue.
- 10.6** Should the vice chair become chair through a vote of no confidence then the CMN should collectively consider whether it is necessary to elect a new vice chair and proceed accordingly.
- 10.7** Only one proposal for a vote of 'no confidence' can be submitted during a chair's two-year tenure.
- 10.8** Any person who is removed from the position of Chair of the CMN as a result of a vote of no confidence will not be eligible to stand for election for the position of chair or vice chair of the CMN for at least two years from the date their removal from office takes effect.

11 The role of MOPAC

- 11.1** The CMN is established to enable CMGs to discuss practical issues and share good practice in the delivery of police accountability on the use of stop and search powers, and to inform MOPAC's oversight of the use of police powers.
- 11.2** Formal Terms of Reference for both the CMN and the CMGs to ensure consistency of practice.
- 11.3** Facilitating all CMN meetings. This will include arranging the venue, confirming

the agenda with the chair or vice chair, issuing invitations, and producing notes of the meeting.

11.4 Meeting essential travel expenses of CMN members incurred in their travel to CMN meetings, including CMN member-only meetings.

11.5 Providing advance notice of the next two meeting dates.

11.6 Dispatching of the agenda and notes of the previous meeting no less than two weeks in advance of each CMN meeting.

11.7 Providing an outline of MOPAC plans and developments as part of the CMN agenda.

11.8 Securing delivery of any actions agreed at the meeting in line with an agreed timetable.

11.9 Providing a single point of contact in MOPAC for any stop and search issues.

12 Changes to the Terms of Reference

12.1 If changes to these terms of reference become necessary in the event of legislative changes, changes to MOPAC or MPS governance arrangements or for any other reason, such changes will be discussed as an agenda item at a CMN meeting.