

# **Working Protocols Agreement**

**Between**

**Muslim Safety Forum (MSF)**

**And**

**Association of Chief Police Officers (ACPO)**

13<sup>th</sup> December 2006

## **Muslim Safety Forum and the Association of Chief Police Officers (ACPO)**

**The Muslim Safety Forum works in partnership with the Metropolitan Police Service and Association of Chief Police Officers to increase the safety and security of Muslim communities in the UK.**

### **GENERAL OPERATING PROTOCOL**

1. An ACPO or National Community Tension Team (NCTT) representative will attend all regular MSF monthly meetings and extraordinary meetings at short notice if required to address particular issues, concerns or problems with the Police Service or matters that have substantial impact on Police/Community relations.
2. Meetings will be held at New Scotland Yard or at any other suitable premises, including community premises.
3. Senior representatives of ACPO will also attend meetings when possible, together with the National Communities Tension Team.
4. Members of the MSF or ACPO may invite other police representatives or members of other organisations to meetings to address specific issues, and this will need to be agreed in advance by both parties.
5. Members of the MSF and ACPO will be afforded the opportunity to discuss issues freely and air their views in an open environment, subject to the Chatham House Rule. Both the MSF and ACPO recognise the value of hearing a broad range of views so that advice drawn from it is as representative as possible.
6. Minutes of the meetings of the MSF will be recorded in line with the Chatham House Rule.
7. Some discussions will include confidential material. When a discussion is to remain confidential i.e. neither the fact that the discussion has taken place nor any content of it can be divulged this will be made clear by the person introducing the confidential information and agreed by all present. In the event that agreement is not reached, the person introducing confidential information may decide not to do so.
8. ACPO will respond to all reasonable requests (as agreed by both parties) for documentation and information.

### **SPECIFIC AGREEMENTS WITH THE ACPO PRESIDENT**

1. The Muslim Safety Forum will have a relationship with the President of ACPO and by virtue of which will have relations with all Constabularies in England, Wales and Northern Ireland.
2. The MSF will meet the President of ACPO formally on two calendar dates, and in times of major issues concerning Muslims and vice versa, within a timescale agreed by both parties.
3. The President of ACPO will assist on building relationships with the APA and other Constabularies and other key bodies.

## **Muslim Safety Forum and the Association of Chief Police Officers (ACPO)**

4. The president of ACPO will recognise the MSF as a principle consultation body in relation to Muslim communities' safety and security. This will not prevent either party from receiving advice from other individuals or organisations.
5. The MSF will seek support for appropriate community events, such as conferences, fairs, etc. ACPO will consider supporting these events. Support may be provided by giving of sponsorship or other resources or through the provision of police officers to speak at events.
6. When the police service provides resources for community events, particularly when the resource is money, the MSF will provide a report setting out how the resources were used, including provision of receipts for auditing purposes.
7. The MSF will have input in to operational communications affecting Muslims, working closely with the ACPO press office.
8. ACPO will liaise with the MSF on developing communications on all matters affecting Muslims.
9. ACPO will work in partnership with the MSF in setting up regional Muslim Safety Forums to facilitate Police/Community relations.
10. ACPO and the MSF will work to develop increased Police/Community understanding and service provisions in the following areas:
  - a. Counter Terrorism
  - b. Islamophobia
  - c. Internal Police Service

## **SPECIFIC AGREEMENTS WITH MSF CHAIR**

2. The Forum recognises its roles in:
  - a. Advising the police service about its interactions with Muslims and Muslim communities
  - b. Informing Muslim communities about policing
  - c. Working with ACPO and police services to promote a positive relationship between police and Muslim communities.
3. The Forum will establish and maintain work groups to progress its work. Priority groups are:
  - a. Combating Islamophobia, and
  - b. Examining counter-terrorism.

**ACPO/NCTT will be represented on both of the priority work groups. ACPO/NCTT will be represented on other groups subject to agreement.**

4. The regular formal meetings between police and MSF afford the opportunity for Members to discuss matters of importance with high-ranking strategic members of the police service. It is important that these meetings make best possible use of everyone's time. To prevent time being wasted on minor or easily resolvable issues, incidents of concern should be dealt with outside meetings whenever possible.
5. Members will raise incidents of concern promptly to enable a timely police response. The following process will apply:
  - a. Incidents inside London should be raised with MPS. Incidents outside London should be raised with NCTT.

## Muslim Safety Forum and the Association of Chief Police Officers (ACPO)

- b. Incidents should be brought to the notice of police as soon as possible and, in any event, within two weeks of the member of the Forum becoming aware of it.
- c. MPS or NCTT will give a prompt response, usually within five working days. A shorter response may be necessary and this should be agreed at the time of raising with police. Some cases will take longer to resolve and this should be notified to the member as soon as it is apparent that a delay will happen.
- d. In cases where a member does not receive an adequate response, he/she should raise the issue with the chair to agree the best course of action.

### PROVISIONS COMMENCEMENT AND TERMINATION

Amendments or additions may be made to these Protocols with the written consent of the MSF and ACPO (the two parties).

The MSF and ACPO will meet in order to review these Protocols on request or annually from the date of its coming into operation unless they notify each other in writing that no such review is necessary.

These Protocols become effective upon signature.

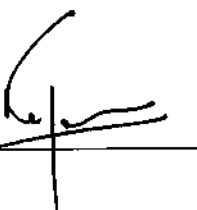
The foregoing represents the understanding reached between the Muslim Safety Forum and the Association of Chief Police Officers.

Signed on: - 13<sup>th</sup> December 2006

  
\_\_\_\_\_

Azad Ali

Chair of MSF:

  
\_\_\_\_\_ 13/12/06

Ken Jones

President of ACPO