

Business plan

2024 - 25





Introduction

The Independent Custody Visiting Association (ICVA) leads, supports and represents independent custody visiting schemes where local volunteers make unannounced visits to police custody to check on the rights, entitlements, and wellbeing of detainees.

This plan outlines ICVA priorities for 2024/2025 to develop a new strategy for ICVA and schemes. These include the development of a new organisational strategy for digital transformation and work to engage PCCs prior and after the election period.

It also includes reviewing the Code of Practice to consider the requirements to attain OPCAT compliance for independent custody visiting and engage with potential and subsequently elected PCCs and Mayors to highlight the importance of their statutory requirement.

We will also work to ensure that our training and support considers legislation differences for devolved administrations to meet member need in Scotland and Northern Ireland.

We will continue our core work of supporting local schemes across the UK and representing them as a national voice for independent custody visiting.

Each of the activities outlined in Appendix A of this document assist ICVA to meet its organisational mission and further our vision for police custody across the UK.



ICVA vision, mission and values

Vision

Detainees are treated fairly, with dignity and free from ill-treatment.

Mission

Leads, supports and represents independent custody visiting schemes to be effective, ensure the welfare of detainees and to deliver oversight of police custody.

Values

INDEPENDENCE – Without bias, impartial.

HUMAN RIGHTS – Promotes and protects.

RESPECT – Championing equality and diversity, dignity.

IMPACT – Committed to real change.

PARTNERSHIP – Working collaboratively to prevent ill-treatment.



Key activities

Police and Crime Commissioner Elections

PCC and Mayoral elections will take place across England and Wales in 2024. ICVA will provide new Mayors/PCCs with the information, resources and support they need to fulfil their statutory duty of running an independent custody visiting scheme. ICVA will work with the Association of Police and Crime Commissioners to highlight the importance of the work to meet international standards of monitoring.

Development of a Digital Transformation Strategy

Following a consultation with ICVA members, several digital transformation priorities were identified such as consideration of training monitoring and collation of reports from ICVs and schemes.

To enable longer term transformation, the priority for 2024 is to develop a Digital Transformation Strategy. ICVA recognises that this work will require additional funding to meet what are likely to be ambitious goals. ICVA has committed funds to recruit a Development Manager in 2024 to assist with the development of the strategy and raise funds to meet the aims of the strategy.

Review of Code of Practice

The Code of Practice was developed by the Home Office and has been in operation since 2013. Many areas of scrutiny have developed and changed in this time, and it has been agreed that the current Code requires amendments, not least to ensure its compliance with the Optional Protocol to the Convention against Torture and other Cruel, Inhuman or Degrading Treatment or Punishment.

ICVA will work towards a review of the Code of Practice to increase OPCAT compliance and gather stakeholder feedback.





Finance and governance

Budget and resources

ICVA expects income of c£170,250 comprising £125,000 Home Office grant and £45,250 from its members. ICVA is committing £45,000 from cash flow to meet the aims for the year whilst retaining sufficient reserves for a small not-for-profit organisation. ICVA's total budget for 2024/2025 is therefore £215,250. ICVA's projected spend is £215,250.

ICVA continues to work in a challenging financial climate to achieve its mission and will continue to deliver excellent value and support for members, and lead effective scrutiny of, and recommend necessary changes to, police custody in the UK.

Oversight of plan

The Board of Directors oversees ICVA's Business Plan via quarterly meetings. ICVA provides detailed quarterly reports to the Home Office that outline progress against its grant agreement. Furthermore, ICVA is committed to public transparency and publishes progress against its Business Plan every quarter.



Schedule of outcomes

Lead

Development of Digital Transformation Strategy

- Q1 Recruit to Development Manager post.
- Q1 Develop Structure for Strategy
- Q2 Consult members (scheme managers but also PCCs) on options for strategy inclusion.
- Q2 Consult ICVA board regarding strategy and outputs (tied to mission, vision and values).
- Q3 First draft of strategy completed.
- Q4 Final draft of strategy agreed.
- Q4 Strategy launch.

Code Review

- Q1 Review the Code of Practice for OPCAT Compliance.
- Q3 Consult members on list of preferred changes.
- Q3 Consult on suggested amends with stakeholders.
- Q4 Draft suggested amends to Code of Practice.

QAF 3

- Q2 Establish working group on matrix.
- Q2 working group to meet and review matrix.
- Q3 Amends agreed.
- Q4 Materials for QAF 3 launch prepared.

Support

Redesign of Members Website

- Q1 Consult members on wish list for site.
- Q1 Develop specification for new site.
- Q2 Attain quotes for specification.
- Q3 Build of new site.
- Q4 User testing by ICVA members.
- Q4 Launch of new site.

Schedule of outcomes

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Engagement with Members/ICVs

- Ongoing – ICVA will attend regional ICV events in person. Local events will be attended online or by pre-recorded message at member request.

Newsletters

- Ongoing - No less than twice per month, usually weekly.

Train the Trainer

- Q2 (Q4) - One per year minimum, (two if requested by members).

ICV training resources

- Ongoing - one new training module or briefing per quarter as requested by schemes.
- Ongoing – one older resource will have additional detail added for Scotland and Northern Ireland retrospectively per quarter.

National Expert Forum (NEF)

- Quarterly. Ongoing - METM Chairs NEF as a consultative group for ICVA workstreams.

Immigration Network

- Q1 and Q3. ICVA will chair and minute bi-annual meetings of an immigration detention network, ensuring the effective cross detention feedback from those held in immigration in police custody.

TACT Network

- Q1 and Q3. ICVA will chair and minute bi-annual meetings of a TACT detention network, ensuring the effective cross detention feedback from those held in immigration in police custody.
- Q3. One online engagement event to run per year for TACT ICVs.

Schedule of outcomes

Support

Events

- Q1 Plan annual ICV training events
- Q2 Deliver ICV thank you event in Volunteers Week 2024
- Q2 Set date and book venue for Scheme Managers Conference
- Q3 Deliver Scheme Manager Conference

Represent

PCC Elections

- Q1 Engagement event with prospective candidates.
- Q1 Briefing for new PCCs.
- Q2 Engagement event for new PCCs.
- Q3 Engage with APACE to raise importance of schemes.

NPM

- Q1 Attendance at annual business meeting.
- Ongoing - NPM updates including task and finish groups, steering group membership, contribution to annual report etc.

Ensure Stakeholders are aware of issues in custody (HO, MBDIC, NPCC etc)

- Quarterly – measure ICVA produces a quarterly stakeholder overview, disseminate via newsletter and directly to HO, NPCC, HMICFRS, IAPDIC.
- Ongoing - Review all HMICFRS reports and provide a stakeholder overview, disseminate via newsletter and directly to HO, NPCC, HMICFRS, IAPDIC.
- Ongoing – represent independent custody visiting at PACE Strategy Meetings, Operational Partners Meetings, MBDIC, NPCC Custody Forum.