

HOW MUCH TIME MUST I COMMIT?

Visits to police investigation centres are conducted once a week but, as part of a panel of ICVs, the visits you attend could vary from fortnightly to six weekly.

To be truly independent and impartial, it is essential that visits are undertaken over a range of days and times so that the police could not predict your arrival.

You must be willing and able to attend the police investigation centres at any time of the day or night (although you will arrange this in advance with your visiting partner).

In addition, you will be expected to attend quarterly meetings and ad-hoc training.

ARE ICVs PAID?

No. The role of an ICV is voluntary. However, we do value the time commitment shown by our volunteers and pay allowances for reasonable out of pocket expenses such as travelling costs.

HOW TO APPLY

If you would like further information on becoming an Independent Custody Visitor (ICV) or would like to request an application form, please contact the Independent Custody Visiting Scheme administrator using the details below:

Office of the Police and Crime Commissioner
for Norfolk, Jubilee House, Falconers Chase,
Wymondham, Norfolk, NR18 0WW.

01953 424455

opccn@norfolk.pnn.police.uk

www.norfolk-pcc.gov.uk

You can also follow the ICV Scheme on Twitter
[@NorfolkICV](https://twitter.com/NorfolkICV)

If you would like to receive a copy of this document in an alternative format please contact us.



Independent Custody Visiting

Your questions answered



INTRODUCTION

This leaflet is designed to answer your questions about Norfolk's Independent Custody Visiting Scheme.

Norfolk's Police and Crime Commissioner is looking for community-minded volunteers to become Independent Custody Visitors (ICVs).

ICVs visit police custody facilities unannounced and in pairs to check on the treatment of those detained there and the conditions in which they are held.

WHY DO WE NEED ICVs?

ICVs are the eyes and ears of the PCC and Norfolk public behind the police cell door.

Through their independent scrutiny of custody facilities, they provide an extra level of protection for those held in police custody, ensuring they are treated in accordance with their rights and entitlements under the Police and Criminal Evidence Act 1984 (PACE).

They also play an important part in promoting public confidence in Norfolk's policing service by evidencing that police officers treat people fairly and with dignity and respect, and take appropriate action when dealing with those who are particularly vulnerable.

WHAT DO ICVs DO?

The role of an ICV is to look, listen and report on their findings. The information contained in the report is then analysed by the Office of the Police and Crime Commissioner for Norfolk and the key areas for action are recorded and addressed.

ICVs are members of the local community aged over 18 years. They are impartial and have no direct association with the criminal justice system.

ICVs do not need to know why a person is being detained in custody and they do not talk to those held about the alleged offence or follow up on what happens subsequently.



WHO CAN BE AN ICV?

While no formal qualifications are required, listed below are some of the necessary skills needed for the role.

It is important that you:

- Are over the age of 18
- Have a good understanding of English
- Live (or work) in Norfolk
- Have sufficient time and flexibility to carry out the role
- Are prepared to visit any location as required
- Have the ability to work with colleagues as part of a team
- Have effective communication skills
- Can use computer software such as Microsoft Word, email and video conferencing
- Can demonstrate an independent and impartial view in relation to all parties involved in the custody visiting process
- Can maintain confidentiality
- Are respectful and understanding of others
- Have observational skills, given the requirement to conduct visual inspections
- Have no conflicts of interest (those ineligible include serving police officers and staff, Special Constables, Magistrates and other roles within the criminal justice system).