

Revised Agreement

Between

The Muslim Safety Forum (MSF)

And

The Metropolitan Police Service (MPS)

December 2006

Muslim Safety Forum and the Metropolitan Police Service

In order to promote the safety and security of Muslim communities and positive relationships between Muslim communities and the MPS, the MSF and the Commissioner have agreed the following protocols.

GENERAL OPERATING PROTOCOL

1. The MSF will hold regular monthly meetings with the MPS. They can hold extraordinary meetings at short notice with the MPS, if these are required to address particular issues, concerns or problems.
2. Meetings will be held at New Scotland Yard or at any other suitable premises. Meetings held on police premises will conform to current security arrangements.
3. Senior representatives of the MPS will also attend meetings whenever possible, including Commanders of the Counter-Terrorist Command, Diversity and Citizen Focus Directorate, and Territorial Policing. A representative of the MPS Muslim Contact Unit will also attend.
4. Members of the MSF or the MPS may invite other police representatives, or members of other organisations and communities, to the meetings in order to address specific issues. Both parties must agree this in advance. Where the invitee is a guest of the MSF, the MSF must ensure the MPS is notified of the guest's / guests' details beforehand so that an MPS representative can ensure the guest is greeted and afforded supervised access to MPS buildings, to conform with security arrangements.
5. Members of the MSF and the MPS 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 MPS recognise the value of hearing a broad range of candid views, so that the advice drawn from it is as representative as possible.
6. Minutes of the MSF meetings will be recorded in line with the Chatham House Rule. The MSF must retain independence from the MPS and will therefore have responsibility for its own administrative support, including minute taking, agenda setting and chairing.
7. Some discussions may include confidential material. Where such discussions are contemplated, and the owner of the material wishes to ensure its confidentiality, he or she must first seek agreement from the attendees present that it will not be minuted and that they will:
 - a) Not divulge the fact that the discussion has taken place; and
 - b) Not make any reference to the material discussed outside of the meeting. Where such an agreement cannot be reached, the owner of the material may decide to withhold the information.
8. The MPS will respond to all reasonable requests (as agreed by both parties) for documentation and information to be provided to the Forum. If information or documents are not supplied, reasons will be given.
9. The MSF will progress an annual plan of work with the MPS through agreed priority workstreams which will each be jointly led by an MSF member and an MPS representative.

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SPECIFIC AGREEMENTS WITH THE MPS COMMISSIONER

1. The MSF will have a relationship with the Commissioner and Management Board, and the MPS will facilitate access to the 32 Borough Commanders as and when appropriate.
2. The MSF will meet the Commissioner or Deputy Commissioner formally twice a year. Other meetings may be arranged on an ad-hoc basis, when they are necessary to respond to incidents or events that are likely to have a substantial and adverse impact on Muslim communities or the MPS.
3. The Commissioner will facilitate relationship building between the MSF and the MPA and other key bodies.
4. The Commissioner will recognise the MSF as the principal body in relation to Muslim community safety and security. This will not prevent either party from receiving advice from other individuals or organisations.
5. The MSF will work with the MPS on a programme of agreed work streams and instigate a reporting mechanism to keep MSF meetings updated. Priority workstreams are currently:
 - Counter-Terrorism
 - Islamophobia
 - Internal Police Service
 - Muslim Advisory Groups
6. The MPS will consult the MSF regarding its corporate-level communications with Muslim communities. The MSF will be encouraged to work closely with the MPS Directorate of Public Affairs who has responsibility for MPS communications.
7. Where appropriate, the MPS will use the MSF as a consultation body to help formulate policy or practice, whenever they are likely to have an effect on Muslim communities.
8. The MPS will appoint an ACPO officer to lead the MPS work for each of the MSF's priority workstreams.
9. As part of a structured approach to support for community events, Muslim events will be supported within this policy.

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SPECIFIC AGREEMENTS WITH THE MSF CHAIR

1. The MSF recognises its role in:
 - Advising the MPS about its relationship with Muslim communities;
 - Informing Muslim communities about policing, including counter-terrorist operations;
 - Retaining independence from the MPS; and
 - Working in partnership with the MPS to promote positive relationships between the MPS and Muslim communities, and to build trust and confidence.
2. The regular formal meetings between the MSF and MPS afford opportunities for Forum members to engage senior managers of the MPS on important strategic issues affecting Muslim communities. Forum members need to refrain from discussing minor issues or incidents of concern at the meeting, but raise these through the appropriate channel outside of the meeting.
3. Members will promptly raise issues of serious concern relating to Muslim communities, so that the MPS can provide a detailed response. Incidents outside London will be raised with the Association of Police Officers' National Communities Tension Team, rather than the MPS.
4. Where members raise issues of serious concern relating to Muslim communities in London, they should do so through their own MSF office in the first instance. These will then be passed on to the MPS through the appropriate channel. The Chair can then add this as an agenda item, for discussion at the next scheduled MSF meeting. The MPS requests that a minimum of five full working days' notice be given to prepare a response but accepts that very urgent matters may require flexibility with this timetable.
5. Where the member considers an MPS response unsatisfactory, the member should raise the issue with the Chair to agree a way forward.

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PROVISIONS COMMENCEMENT AND TERMINATION

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

The MSF and the MPS 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 revised protocols become effective upon signature.

The foregoing represents the understanding reached between the MSF and the MPS.

Signed on: 13-12-06



On behalf of the MSF:



On behalf of the MPS: