

THE NOMINATION OF THE INDEPENDENT CUSTODY VISITING ASSOCIATION (ICVA) EASTERN REGION DIRECTOR ON ICVA MANAGEMENT BOARD 2014/15

1. BACKGROUND

- 1.1 The Independent Custody Visiting Association (ICVA) has been operating since 1993 as is described as: *“a voluntary organisation that promotes the custody visiting process nationally through advocacy, training, publicity and ongoing support to all involved in the process. By providing a discussion forum on matters of mutual interest, the Association enables ideas and information exchange on relevant issues. Ultimately, it aims to assist the Home Office, Police and Crime Commissioners and other interested bodies in the formulation of best practice for custody visiting schemes - increasing public awareness and understanding.”*
- 1.2 Decisions about the policy and future aims/priorities of ICVA are made by the Management Board, representatives of which are appointed from each region in the Country. The Eastern Region comprises of representatives of the Offices of the Police & Crime Commissioner’s for Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk.
- 1.3 Each PCC received a letter from ICVA dated 4 September to appoint a Director from their region to the ICVA Management Board (attached as Appendix A).
- 1.4 The ICVA AGM will be held on 16 October 2014 at which point notification of the Eastern Region Representative for 2014/15 will have needed to be made.
- 1.5 ICV Scheme Administrators from the region met on Wednesday 24 September 2014 and agreed that Hannah Watson be nominated as the Eastern Region ICVA representative for 2014/15. Pat Brown from Bedfordshire would act as deputy in the event that Hannah was unavailable.

2. RECOMMENDATION

- 2.1 Eastern Region Commissioners and Chief Executives are asked to agree to the recommendation of their ICV Scheme Administrators to nominate Hannah Watson as the ICVA Eastern Region Director on the ICVA Management Board.



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4th September 2014

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ANNUAL GENERAL MEETING NOTIFICATION AND NOMINATION TO THE MANAGEMENT BOARD

Dear Member,

The Annual General Meeting of the Independent Custody Visiting Association will take place on Thursday 16th October 2014, at Mary Sumner House, 24 Tufton Street, Westminster, London SW1P 3RB, commencing at 10:30 a.m. The purpose of the meeting will be to receive the annual report, financial accounts for the 2013 /2014 financial year and also to elect the new Management Board.

The incoming Management Board's first meeting will be immediately after the AGM and the Directors nominated to the Board will be made aware of their responsibilities. The positions of Chair and Vice-Chairs will be elected by members of the Management Board present at the meeting.

In deciding the representative who shall act as a Director for your region on the ICVA Management Board, the Association would ask that the person selected have knowledge of the independent custody-visiting scheme. The nominating area will be expected to pay the expenses for their representative to attend these meetings.

I have enclosed for your information:

- An agenda for the Annual General Meeting.
- A map showing the location of Mary Sumner House.

Please notify me of the name of your representative to the Management Board by 10th October 2014.

Yours sincerely,

A. Jarratt

Anna Jarratt
Executive Assistant.