



## **Political Conference Policing Group (PCPG) - National Accreditation Team Referral Policy**

### **Purpose**

This policy sets out the criteria by which the National Accreditation Team (NAT) will decide whether to refer an application for accreditation to the police force hosting a Party Political Conference or other major event where the NAT is involved in the police accreditation process.

This document is available to the public and is published on the Greater Manchester Police (GMP) website.

### **Background**

It was decided by the Party Conference Policing Group (PCPG) that a national accreditation team should be formed to be a single point of interface between the police service and the Political Parties. With respect to accreditation for the annual Political Party Conferences of both the Conservative and Labour Parties (the Party Conferences) and to undertake (i) identity verification; and (ii) initial police security checks as part of the accreditation process for the Party Conferences, irrespective of where these are held. NAT performs the same function with respect to certain other major events.

The NAT presently sits within GMP and has delegated authority from the Chief Constables of the police forces in whose police areas the Party Conferences/major events are being held (the host force) to approve accreditation applications in certain circumstances. The NAT does not have the power to refuse accreditation applications, only to refer applications to the host force for further consideration and an accreditation decision.

The host force considers applications referred to it by the NAT and decides whether to approve or refuse accreditation. The host force's decision is communicated to the NAT. The NAT, in turn, communicates the host force's decision to the relevant political party/major event organiser.

### **Process**

The following is a summary of the process adopted by the NAT which is set out in the National Accreditation Standards, to which reference should be made.



1. The NAT accredits both delegates (whose data is supplied to the NAT by the relevant political party/major event organiser via a secure web server) and event workforce (hotel/venue/agency staff) and security staff (whose data is supplied to the NAT by their employers via a secure online portal; Conference Accreditation Portal (CAP)).
2. The NAT first performs checks to verify the applicant's identity.
3. If the identity verification checks validate the applicant's identity, the NAT performs initial police security checks on the applicant, save where the applicant is exempt from police security checks. The databases that the NAT uses to conduct police security checks depend on the level of police security check required; the three levels of police security check are:
  - Standard,
  - Enhanced,
  - Special Enhanced

The result of these police security checks will enable applications to be classified by the NAT as:-

- **APPROVED** - police security checks do not reveal any issues at all or / any issues that meet the referral criteria (see below).
- **REFERRED** - police security checks reveal issues that meet the referral criteria (see below).

4. In terms of decision making and governance:

**APPROVED** - The NAT has delegated authority from the Chief Constable for the host force to approve these accreditation applications, without reference to the host force.

The NAT will inform the political party/major event organiser that the application has been approved.

**REFERRED** – The NAT refers these accreditation applications to the host force for an accreditation decision, which decision will be taken by the host force.

The NAT will prepare an accreditation referral. This will include the applicant's details, the police security checks carried out, a summary of the relevant results obtained and reason for referral. The referral will be endorsed by the NAT Accreditation Manager and supplied to either the Silver commander or Security Coordinator (SecCo) in the host force. (A referral accreditation form is not used where the Conference/major event is taking place in the Greater Manchester Police area).

A referral by the NAT is **not** a recommendation by the NAT that the host force should refuse an accreditation application.

The host force will conduct its own police security checks on the applicant as required and make an accreditation decision in accordance with its own Accreditation Policy. Once the host force has made its accreditation decision, it will communicate that decision to the NAT.

The NAT will inform the political party/major event organiser that the application has been approved or, as the case may be, refused. The NAT will not inform the political party/major event organizer of the reasons why an application was refused.

## Referral criteria

5. The following referral criteria are used by NAT for two purposes:
  - First, by NAT Accreditation Officers/CTU Accreditation Officers to determine whether the application should be referred to the NAT Accreditation Manager for review and a decision as to whether the application should be referred to the host force for an accreditation decision.
  - Secondly, by the NAT Accreditation Manager to decide whether the application should be referred to the host force for an accreditation decision.
6. The referral criteria are whether the applicant has been the subject of one or more convictions/cautions and/or intelligence/information which suggest that the applicant is or has been involved in behaviour that would pose a risk to the safety of those present at the Party Conference/major event.
7. Behaviour that may pose a risk to the safety of those present at the Party Conference/major event includes, but is not limited to:
  - Dishonesty
  - Violence/Assault
  - Public Order
  - Sexual Offences
  - Terrorism
  - Firearms
  - Weapons
  - Explosives
  - Arson
  - Drug offences
  - Protests/demonstrations/single issue group incidents
  - Deportee/Immigration offences
  - Racial / hate crimes
  - Membership of proscribed organisations
  - Mental illness
  - Fixated behaviour
  - Any other type of conviction/caution/intelligence/information that gives rise to concerns or doubts as to whether the person would pose a risk to the safety of those present at the Party Conference or major event.
8. It should be noted that previous convictions/cautions and/or being the subject of intelligence/information is not, in itself, a reason to for referral to the host force. The information revealed by the police security checks must give rise to concerns or doubts as to whether the person would pose a risk to the safety of those present at the Party Conference or major event.
9. In deciding whether the information revealed by the police security checks gives rise to such concerns or doubts, the NAT will take into account:

- The apparent reliability of the information – for instance a caution or conviction will be more reliable than intelligence/information; multiple pieces of intelligence to the same effect will be more reliable than a single intelligence report;
- How recent the information is – for convictions or cautions, the rules on the disclosure of a criminal record for the purposes of employment etc. should be taken into account (see Appendix A);
- How relevant to the information is to question of whether the person would pose a risk to the safety of those present at the Party Conference or major event - for instance, a conviction for fraud might not (without more) suggest that the individual may engage in behaviour that would pose a risk to the safety of those present at the event but intelligence that the individual had been involved in arson might.

10. In borderline cases, the NAT will err on the side of referring an application to the host force, bearing in mind that:

- It is the host force who is responsible for the safety of the Party conference or major event;
- The host force will have access to intelligence on any specific risk to the Party Conference/major events and its contingencies to mitigate those risks;
- The purpose of referral is to give the host force the opportunity to subject the application to more detailed consideration before it makes an accreditation decision.

11. Factors which would tend to suggest that the case should be referred to the host force include:

- Relevant convictions which are **not** “spent” under the Rehabilitation of Offenders Act 1974 (see Appendix A);
- Irregular immigration status;
- Current Court/Police bail conditions which accreditation would place the individual in jeopardy of breaching (e.g. curfew/contact victim etc.)

## 12. Refusal of accreditation

Where an applicant fails the accreditation process, the organisation for the individual will be informed via the webserver or CAP. They will not be provided with any details regarding the reasons for the failure. It will be the responsibility of the organisation/party/organiser to inform the individual the fact they have failed accreditation. If requested, the individual is advised to make application to GMP under the Freedom of Information Act if they require any further information. In the first instance the individual will send an email to the [national.accreditation@gmp.police.uk](mailto:national.accreditation@gmp.police.uk) mailbox regarding their request for information that the Police hold. The NAT will send the individual a link to the relevant police force/agency who holds and is the data owner of the information that caused concerns to fail the person from been afforded accreditation for said event.

## Appendix A

### Rehabilitation of Offenders Act 1974

Sentence/disposal	Buffer period for adults (18 and over at the time of conviction or the time the disposal is administered).	Buffer period for young people (under 18 at the time of conviction or the time the disposal is administered). This
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	This applies from the <u>end</u> date of the sentence (including the licence period).	applies from the <u>end</u> date of the sentence (including the licence period).
Custodial sentence* of over 4 years, or a public protection sentence	<b>Never spent</b>	<b>Never spent</b>
Custodial sentence of over 30 months (2 ½ years) and up to and including 48 months (4 years)	<b>7 years</b>	<b>3½ years</b>
Custodial sentence of over 6 months and up to and including 30 months (2 ½ years)	<b>4 years</b>	<b>2 years</b>
Custodial sentence of 6 months or less	<b>2 years</b>	<b>18 months</b>
Community order or youth rehabilitation order***	<b>1 year</b>	<b>6 months</b>

\*Custodial sentence includes a sentence of imprisonment - both an immediate custodial sentence and a suspended sentence), a sentence of detention in a young offender institution, a sentence of detention under section 91 of the Powers of Criminal Courts (Sentencing) Act 2000, a detention and training order, a sentence of youth custody, a sentence of corrective training and a sentence of Borstal training.

\*\* Public protection sentences (imprisonment for public protection, detention for public protection, extended sentences of imprisonment or detention for public protection and extended determinate sentences for dangerous offenders).

\*\*\*In relation to any community or youth rehabilitation order which has no specified end date, the rehabilitation period is 2 years from the date of conviction.

The following table sets out the rehabilitation period for sentences which do not have "buffer periods" and for which the rehabilitation period runs from the date of conviction: <b>Sentence/disposal</b>	Rehabilitation period for adults (18 and over at the time of conviction or the time the disposal is administered).	Rehabilitation period for young people (under 18 at the time of conviction or the time the disposal is administered).
Fine	<b>1 year</b>	<b>6 months</b>
Conditional discharge,	<b>Period of the order</b>	<b>Period of the order</b>
Absolute discharge	<b>None</b>	<b>None</b>
Conditional caution and youth conditional caution	<b>3 months or when the caution ceases to have effect if earlier</b>	<b>3 months</b>
Simple caution, youth caution, Fixed Penalty Notice (FPN)	<b>Spent immediately</b>	<b>Spent immediately</b>
Compensation order*	<b>On the discharge of the order (i.e. when it is paid in full)</b>	<b>On the discharge of the order (i.e. when it is paid in full)</b>
Binding over order	<b>Period of the order</b>	<b>Period of the order</b>
Attendance centre order	<b>Period of the order</b>	<b>Period of the order</b>
Hospital order (with or without a restriction order)	<b>Period of the order</b>	<b>Period of the order</b>
order	<b>Not available for adults</b>	<b>Period of the order</b>
Reparation order	<b>Not available for adults</b>	<b>None</b>

## Sentences not covered by the 1974 Act

In addition, the following sentences are exempt from the 1974 Act and can never become 'spent':

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- a. Sentence of imprisonment for life;
- b. Sentence of imprisonment, youth custody, detention in a young offender institution or corrective training of over 4 years;
- c. Sentence of preventive detention;
- d. Sentence of detention during Her Majesty's pleasure or for life;
- e. Sentence of custody for life.

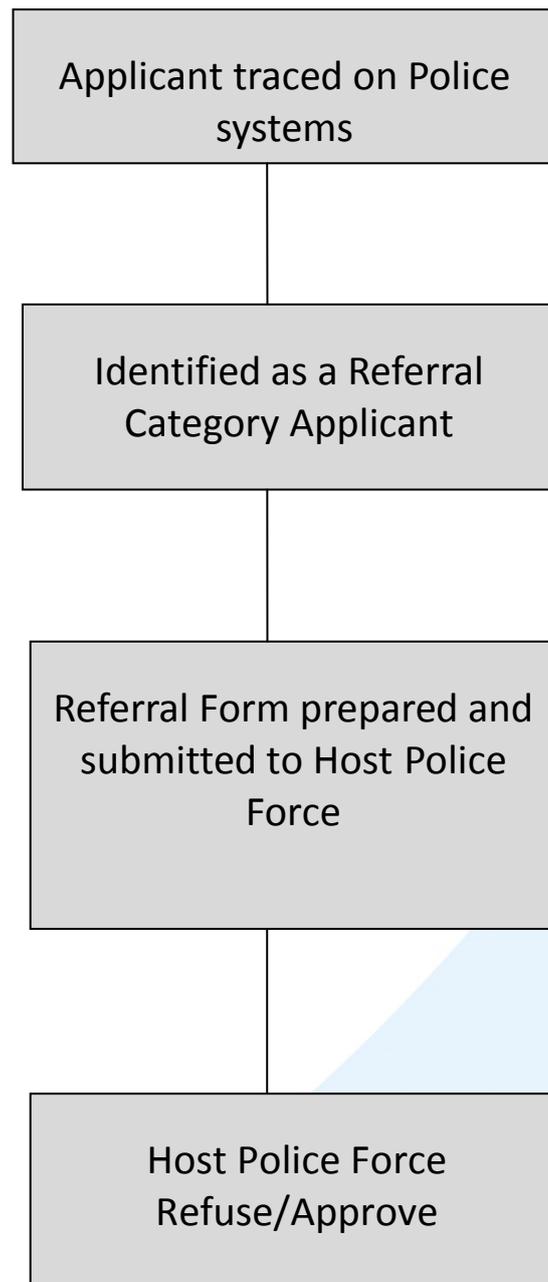
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## Appendix B

# Referral Process - *Convictions*



## Appendix C

# Referral Process - *Intelligence*

