



**Lancashire
Constabulary**
police and communities together

REPORT TO : STRATEGIC SCRUTINY MEETING – 7TH JANUARY 2016

**REPORT BY: CARL MELLING – INFORMATION ASSURANCE
MANAGER**

**TITLE: HMIC REPORT ‘BUILDING THE PICTURE’ – AN
INSPECTION OF POLICE INFORMATION MANAGEMENT**

1. Summary

- 1.1 This report advises the Commissioner of progress taken against Her Majesty's Inspector of Constabulary (HMIC) inspection recommendations concerning Police Information Management.

2. Decision Required

- 2.1 The Commissioner is asked to note the report and make comments as appropriate.

3. Information

- 3.1 On the 2nd July, 2015, HMIC published its' Report in relation to Information Management within the Police Service. This followed a fieldwork inspection of a number of police forces in 2014, of which Lancashire was one. Previously, all forces had completed a self-assessment survey.
- 3.2 The Report contained various assessments in relation to the findings of the police service generally and further specific assessments in relation to Lancashire. The Report then contained recommendations for the Information Management Business Area Lead and Home Secretary, the College of Policing and Chief Constables.
- 3.3 The Home Secretary responded to the Report expressing concern in relation to its findings. The Chair of the Information Management Committee, Chief Constable Michael Barton, subsequently set out a national Action Plan including the development of a national Information Management Strategy.

- 3.4 The progress of the Constabulary as against the Lancashire specific recommendations within the HMIC report are set out in Appendix A.
- 3.5 Highlights in terms of the progress delivered by the Constabulary are:-
- Via the Information Governance Board, a revised Information Management Strategy and Information Management Policy was agreed at the Constabulary's Strategic Management Board on the 31st October, 2015. It is acknowledged that the Strategy may need to be revisited to take account of any of the findings from the on-going National work.
 - The Review of the Information Assurance and Vetting Unit in 2015 recognised the present issues and vulnerability around information management and established the post of Force Records Manager. The person specification for this post is presently being finalised and it is envisaged that the post will be advertised early in the New Year.
 - The Constabulary has agreed to the establishment of two temporary Management of Police Information (MoPI) Auditor posts for a period of six months, in order to undertake the necessary work to assess compliance with the MoPI guidance (Authorised Professional Practice) on Information Management. These posts have been advertised week commencing 23 November 2015. This audit work will enable further consideration of the steps necessary to address any gaps or weaknesses.
- 3.6 Nationally discussion is on-going in relation to the work required to meet the National Action Plan, set out by Chief Constable Mike Barton. This action plan has not yet been instigated nationally.
- 3.7 Presently, the issue remains that the current and proposed new Intelligence Retain Review and Delete (RRD) Standard Operating Procedures are not being met due to insufficient capacity and ICT system change requirements. Further issues to be addressed relate to the sharing, review and management of sensitive intelligence. Whilst ICT solutions will assist in the longer term, there is still a requirement to address the short term / medium risks and MoPI compliance issues; in particular records management / RRD issues remain across various Force systems / Primary Nominal admin.
- 3.8 Where new ICT systems are implemented and RRD solutions considered, manual intervention may still be required to address data quality and MoPI weeding issues. So, for example the new Case and Custody system will highlight records that should be weeded in accordance with MoPI but these records should not be weeded in isolation; a review of information held about the nominal on other systems should be undertaken before the record is deleted.
- 3.9 It is envisaged that completion of the audit work on the MoPI review will enable emerging local issues to be considered in the context of the National Action Plan and any new National Information Management Strategy, together with any revisions made to the APP by the College of Policing is coming to completion.

- 3.10 It is suggested that a further report be brought back to Strategic Scrutiny in March 2016.

4 Implications

- 4.1 The Chief Constable is obliged to have regard to the statutory Code of Practice on the Management of Police Information 2005. Failure to adopt and implement an effective Information Management strategy brings both operational and compliance risks.
- 4.2 The Constabulary has an obligation to protect both its assets, systems and its staff along with a need for clarity in defining clear boundaries of responsibility. The development of the revised Information Management strategy aims to achieve this.
- 4.3 A number of Information Management areas have been added to the Constabulary Risk Register in 2015, namely, Disclosure and Freedom of Information, Management of Police Information and Vetting. This has been done to ensure the risks are identified, there is strategic ownership and planning to address and mitigate those risks.

5 Links to Police & Crime Plan

- 5.1 An efficient and effective information management system contributes to the structure and process of an efficient and effective police service and to the priority of defending the frontline.

6 Reasons why Restricted

- 6.1 N/A

7 Background Documents

- 7.1 Appendix A – The progress of the Constabulary as against the Lancashire specific recommendations within the HMIC report and the national Action Plan.

8 Contact for Further Information

- 8.1 Carl Melling, Information Assurance Manager