# Questionnaire for operational stakeholders

## Public Consultation on the Code of Practice for the Police National Computer (PNC) and the Law Enforcement Data Service (LEDS)

We welcome responses to the following questions set out in this consultation paper.

Organisations that use PNC and LEDS are invited to answer the questions, having read the Code of Practice, guidance document and glossary provided.

### Privacy notice

The information you have provided will be held by the College of Policing in accordance with Data Protection legislation. Your information will be lawfully held and processed for the purposes of informing the consultation phase of guideline development.

The information is processed under the lawful basis of public task.

The information you provide will only be used to inform development of the product.

Your information will be shared with internal business units when analysing feedback.

Your information will not be shared externally or outside of this process.

We will hold your information for one year. After this period your information will be securely disposed of.

The College takes its data protection responsibilities very seriously. Your information will be held securely and will only be processed for the purposes stated above or to fulfil a statutory obligation.

You have certain rights under the Data Protection legislation regarding your personal information, which includes the right to access information held about yourself, to ensure it is accurate and to ask it is deleted or no longer processed.

For more information about your rights please see our full privacy notice, which can be found on the legal page of our website. You can also contact our Data Protection Officer by emailing: [Data.Protection@college.police.uk](mailto:Data.Protection@college.police.uk)

## Questions

**Q1 The Code of Practice is a public document addressed to chief officers of police forces. The Code of Practice has been produced to:**

1. **promote the lawful and fair use of the data and information managed within PNC and LEDS**
2. **ensure that chief officers adopt consistent and effective practices in using the information obtained from PNC and LEDS**
3. **support the ethical, fair and diligent use of information accessed from PNC and LEDS**

**The Code seeks to do this by setting out ten principles for the ethical and professional use of** **the data and information that is managed within PNC and LEDS. Thinking about the intention of the Code, do you consider it to be a coherent and understandable document that provides clear direction to chief officers?**

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| --- | --- | --- | --- | --- |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
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If you answer disagree or strongly disagree, please indicate why.

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| Click or tap here to enter text. |

**Q2 The existing Code of Practice for PNC was written in 2005 and has been criticised by Her Majesty’s Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) as being ‘seriously out of date’. The new Code of Practice replaces the 2005 Code, with the intention of ensuring that there are clear standards for the management of data and information in PNC that can be met ahead of the migration of data into LEDS. Does the Code clearly set out the performance expectations and behaviours for organisations that use PNC and LEDS?**

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| --- | --- | --- | --- | --- |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
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If you answer disagree or strongly disagree, please indicate what could be improved.

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| Click or tap here to enter text. |

**Q3 The Code identifies key principles in managing data and information. Part B of the guidance document identifies the associated data functions and supporting responsibilities. Does the functional structure look logical and achievable?**

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| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
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Which of the ten principles might prove the most challenging and what would be needed to address that?

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| Click or tap here to enter text. |

**Q4 The guidance document has been produced in two parts to better inform organisations that use PNC and LEDS how to comply with the Code. Thinking about the two parts of the guidance document, do you consider that they provide sufficient detail to enable police forces and other organisations that use PNC and LEDS to comply with the principles set out in the Code?**

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| --- | --- | --- | --- | --- |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
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If you answer disagree or strongly disagree, please indicate where you would require further detail.

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| Click or tap here to enter text. |

**Q5 The NPCC and the Home Office are seeking to ensure that data held in LEDS is of the highest possible quality. Do the Code and the guidance document provide users with clear expectations and guidance on what is required to improve the overall quality of data within PNC, so that there can be confidence in the accuracy and currency of the data that will move across to LEDS?**

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| --- | --- | --- | --- | --- |
| Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree |
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If you answer disagree or strongly disagree, please indicate why and where you would require further clarity.

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| Click or tap here to enter text. |

**Q6 Engagement managers from the LEDS Adoption team have begun speaking with every organisation about local activity planning. Has your organisation been able to consider what new measures may be needed to meet the requirements of the Code and the guidance document during transition from PNC to LEDS?**

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| Yes | No | Not yet considered |
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What action, if any, would your organisation need to take to achieve full compliance?

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**Q7 Has your organisation already started to plan for transition, with or without the involvement of a LEDS Adoption Engagement Manager?**

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| Yes | No | Not yet considered |
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If yes, what is the planned approach to implementation?

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**Q8 The NPCC, working with the Home Office and the College of Policing, are setting a national learning requirement to instruct new users and to proactively support continuing professional development of existing staff. Does your organisation recognise a need to implement a learning requirement that goes alongside the Code and guidance document, as part of overall LEDS adoption activity?**

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| Yes | No | Not yet considered |
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Of your staff, who would be the most likely to require continuing professional development?

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**Q9 As well as the Code of Practice, connecting organisations will be expected to comply with a Code of Connection for LEDS. Support will be put in place to support police forces in the transition to LEDS. This will include advice, guidance and learning.**

What other support would you consider beneficial to enable organisations to meet the requirements of the Code of Practice?

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| Click or tap here to enter text. |

**Q10** **Do you have any other comments or observations?**

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| Click or tap here to enter text. |

If you are representing an organisation that currently uses PNC or LEDS, please specify the name of your organisation:

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| Click or tap here to enter text. |

**Thank you for participating in this consultation.**

# About you

Please use this section to tell us about yourself.

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| --- | --- |
| **Full name** | Click or tap here to enter text. |
| **Job title** or capacity in which you are responding to this consultation exercise | Click or tap here to enter text. |
| **Date** | Click or tap here to enter text. |
| **Name of police force or other organisation** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
|  |  |
| **Postcode** | Click or tap here to enter text. |
| If you would like us to acknowledge receipt of your response, please tick this box | (please tick box) |
| Address to which the acknowledgement should be sent, if different from above | Click or tap here to enter text. |

**If you are responding on behalf of a group or consortium**, please tell us the name of the group and give a summary of the people or organisations that you represent.

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| Click or tap here to enter text. |

# Contact details and how to respond

Please send your response by 21 April 2022 to:

PNC and LEDS Code of Practice Consultation Team, College of Policing

**Email**: [insert email address]