

 West Mercia POLICE		POLICY
Security Classification	OFFICIAL	
Disclosable under Freedom of Information Act 2000	Yes	

POLICY TITLE	PNC “Blocking” of Vehicle Registration Details
REFERENCE NUMBER	WMP140
Version	1.0

POLICY OWNERSHIP	
DIRECTORATE	LOCAL POLICING
BUSINESS AREA	PNSB

INITIAL IMPLEMENTATION DATE	February 2021
NEXT REVIEW DATE:	February 2024
RISK RATING	LOW
EQUALITY ANALYSIS	LOW

West Mercia Police welcome comments and suggestions from the public and staff about the contents and implementation of this policy.
Please e-mail contactus@westmercia.pnn.police.uk

1.0 POLICY OUTLINE

- 1.1 This Policy explains how West Mercia Police will utilise the facility of “Blocking” access to vehicle registration details via the Police National Computer (P.N.C). This will be through liaison with the Driver & Vehicle Licensing Agency (DVLA) via designated members of staff embedded with PNSB and I24.
- 1.2 This policy is aimed at helping protect Police officers or Police staff who are engaged on sensitive duties and/or who are subject to threats, intimidation or violence. It seeks to reduce the risk of address data being identified via third party access to DVLA data.

2.0 PURPOSE AND PRINCIPLES OF POLICY

- 2.1 There has been a significant increase in the number of organisations that have access to the registration details of vehicles via P.N.C, together with increased availability from the Driver & Vehicle Licensing Agency (D.V.L.A). It is considered essential to have in place a robust system which protects the owner/keeper details of vehicles used by officers and staff engaged on sensitive duties and/or who are subject to threats, intimidation or violence.
- 2.2 The facility of P.N.C “Blocking” will relate solely to privately owned vehicles (or lease vehicles used by Chief Officers). In most cases Police fleet vehicles involved in a sensitive role will be protected by other means.

3.0 IMPLICATIONS of the POLICY

- 3.1 DVLA provide this service free of charge
- 3.2 This service is provided to Police services through a designated SPOC (Single Point of Contact), a designated member of staff who DVLA officially recognise. This policy is administered by designated SPOCs within PNSB. It therefore has a built in level of accountability and integrity when requesting this service from DVLA, thus ensuring that all such requests are appropriate, legitimate and policy compliant.
- 3.3 There are no risks to Police officers, Police staff or members of the public identified by the implementation of this Policy. Use of this facility does not remove data from PNC, it merely adds a layer of restricted access.
- 3.4 This Policy has been compiled following consultation with Force Leads in Intelligence, SOC and PNSB.

4.0 MONITORING AND EVALUATION

The day to day administration of this policy will be undertaken by designated trained staff within PNSB who have an appropriate management structure.

5.0 REVIEW

5.1 This Policy will be subject of three yearly reviews by PNSB senior management.

<i>Business Lead Consulted</i>	<i>Date Consulted</i>
Ch Supt Beth Richards/ Supt Grant Wills	February 2021

6.0 DOCUMENT HISTORY

The history and rationale for change to policy will be recorded using the below chart:

Date	Author / Reviewer	Amendment(s) & Rationale	Date approval / adoption
		Previously approved at JNCC meeting	JNCC 18/11/2016
Jan 2021	Andy Myers	Reviewed – minor wording changes PNSB, reverted to West Mercia Policy	Feb 2021

7.0 IMPLEMENTATION & GUIDANCE

A procedure document accompanies this Policy.

8.0 ASSESSMENT AND ANALYSIS

An Equality Analysis, Health & Safety Assessment and Risk Assessment accompany this Policy.