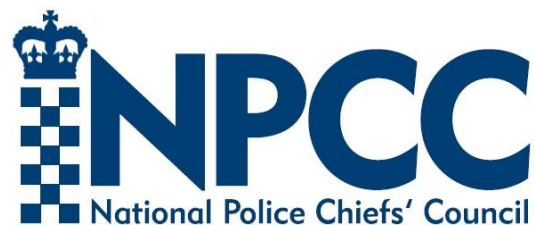


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April 16



Automatic Number Plate Recognition National User Group (NUG)

Terms of Reference

April 2016

NOT PROTECTIVELY MARKED

The National Police Chiefs Council, 10 Victoria Street, London SW1A 0NN



Introduction

- 1 The strategic aim for Approved Law Enforcement Agencies (LEA)¹ is the proportionate exploitation of ANPR technology, at national, regional and local levels to protect the public, reduce crime and bring offenders to justice. Where necessary and proportionate to do so, ANPR is used in support of the following policing activities:
 - National Security and counter terrorism,
 - Serious, organised and major crime,
 - Lower level crime,
 - Enforcement of legislation relating to motor vehicles and their use,
 - Improving road safety, and
 - Community confidence and reassurance/ crime prevention and reduction.

- 2 The fundamental capabilities that ANPR supports are:
 - Operational response – the real-time response to alarms relating to vehicles of interest
 - Information/intelligence – the evaluation and analysis of data to support intelligence led activities,
 - Investigation – the use of ANPR data in support of investigations into offences

- 3 The purpose of the ANPR National User Group (NUG) is:
 - to provide coordinated and consistent governance for ANPR use by LEAs,
 - to inform the development and to monitor the delivery of ANPR technology,
 - to maintain public confidence in ANPR, ensuring compliance with legislation, codes and standards, taking account of privacy,
 - to promote appropriate transparency at a national and local level in the development and use of ANPR,
 - to oversee national ANPR infrastructure with reference to system development and performance with particular reference to efficiency and effectiveness.

- 4 The NUG is a multi- agency forum that is led by the policing lead for ANPR who is a member of the National Police Chiefs' Council (NPCC) Crime Operations Committee and appointed by the NPCC. (NPCC ANPR policing lead).

¹ Approved LEA are defined within National ANPR Standards for Policing (NASP) Part 3

- 5 The NPCC ANPR policing lead ensures that the membership of the NUG remains appropriate. Provisions for independent consultation and oversight may also be established.
- 6 The NUG is a decision making forum that is supported by designated Regional and Special Interest sub- groups. (Appendix A) The NPCC ANPR policing lead may take decisions as NUG lead both within the NUG, and as authorised by standards without a requirement for approval by all members of the NUG.

Membership

- 7 The representation within the NUG includes the Chairs for all Regional User Groups (RUG), Special Interest Groups (SIG) nominated leads for specified LEA, the Home Office and other identified stakeholders as detailed at 'Appendix B'.
- 8 Persons attending the NUG must be empowered decision makers with authority to speak on behalf of the group or organisation that they represent. LEA representatives should be of at least Chief Inspector rank or equivalent non-police grade.

Organisation

- 9 The NUG will meet four times a year as determined by the NPCC ANPR policing lead.
- 10 The staff office for the NPCC ANPR policing lead will provide administrative support to the management of the NUG.

NUG sub groups

Change Advisory Board (CAB)

Chair

Home Office Product Manager

Representation

Home Office
Technical Advisory Group (TAG)
Regional User Groups (RUG)
Police Service of Scotland

Responsibilities

To review any proposals for changes to the ANPR infrastructure seeking information from relevant NUG groups and representatives with regard to;

- 1 business benefits,
- 2 data management and privacy,
- 3 accreditation and security,
- 4 operational effectiveness,

making recommendations for consideration by the NUG as appropriate.

Technical Advisory Group (TAG)

Chair

As appointed by the NPCC ANPR policing lead

Representation

Home Office
Regional Advisory Groups (RAG)
Police Service of Scotland

Responsibilities

To provide technical expertise to the NUG in respect of ANPR infrastructure making recommendations as appropriate.

Security and Data Management Special Interest Group (S&DM SIG)

Chair

As appointed by the NPCC ANPR policing lead

Representation

Home Office
Regional User Groups (RUG)
National Accreditor
NPCC Data Management
PNC Vehicles and Property lead
Police Service of Scotland

Responsibilities

To monitor the development and use of ANPR infrastructure reviewing any proposals for change with regard to;

- 1 data management and privacy,
- 2 accreditation and security,
- 3 National ANPR Standards for Policing (NASP),

making recommendations for consideration by the NUG as appropriate.

Counter Terrorism Special Interest Group (CT SIG)

Chair

As appointed by the NPCC ANPR policing lead

Representation

(redacted for publication)

Responsibilities

To identify and promote effective practices in the use of ANPR to support investigative and intelligence activities in relation to Counter Terrorism making recommendations to the NUG as appropriate.

Investigation and Analysts Special Interest Group (Investigator SIG)

Chair

As appointed by the NPCC ANPR policing lead

Representation

Metropolitan Police
Home Office
Regional User Groups (RUG)
Other non-police LEA
Police Service of Scotland

Responsibilities

To identify and promote effective practices in the use of ANPR to support investigative and intelligence activities by LEA making recommendations to the NUG as appropriate.

Operations and Coordination Special Interest Group (O&C SIG)

Chair

As appointed by the NPCC ANPR policing lead

Representation

Metropolitan Police
Home Office
Regional User Groups (RUG)
Other non-police LEA
Police Service of Scotland

Responsibilities

To identify and promote effective practices in the Operational use of ANPR and the coordination of planned operations supported by ANPR making recommendations to the NUG as appropriate.

Countermeasures Special Interest Group (Countermeasures SIG)

Chair

As appointed by the NPCC ANPR policing lead

Representation

Metropolitan Police
Home Office
Regional User Groups (RUG)
Other non-police LEA
Police Service of Scotland

Responsibilities

To identify countermeasures to effective use of ANPR and make recommendations as appropriate and promote effective practices to minimise the impact of any countermeasures.

Regional User Groups (RUG)

(8 regions in England and Wales)

Chair

As appointed by the NPCC ANPR policing lead

Representation

Investigators
Analysts
Data managers
ANPR Managers

Responsibilities

To provide a forum to support strategic development of ANPR within the region.
To facilitate consultation in support of other ANPR groups as appropriate
To cascade information circulated regarding ANPR to LEA members of the group
To ensure implementation of any decisions notified from the NUG.

NUG Representation

The membership of the NUG consists of:

National Policing lead for ANPR
National Policing lead for ANPR – Staff Officer
Home Office – as agreed with the National ANPR Policing lead for ANPR
Police Service of Scotland Strategic Lead
Police Service of Northern Ireland
CAB Chair
TAG Chair
SIG Chairs (5)
RUG Chairs (8)
Senior ANPR User Metropolitan Police Service
Secret Intelligence Services
National Crime Agency (NCA)
Her Majesty's Revenue and Customs (HMRC)
British Transport Police
Driver and Vehicle Licensing Agency (DVLA)
Driver and Vehicle Standards Agency (DVSA)
Information Commissioner's Office
Surveillance Camera Commissioner