National Policing
Improvement Agency

CRIMEMAPPER STRATEGIC STEERING GROUP 2

Date: November 18th 2010
Time: 14:00 – 16:00
Venue: The Fielding Room (F130), 2 Marsham Street, London SW1P 4DF

Attendees	Agency and Role
CORE:	
Steve Mortimore [SM]	NPIA, ACC, PPP Service Director (Chair)
Nick Deyes [ND]	NPIA, Head of Information and Comms
Rebecca Bradfield [RB]	Home Office, Local Policing, Crime and Justice Unit
Hannah Sharp [HS]	APA, Senior Policy Advisor
Neil Rhodes [NR]	DCC, Lincs Police and ACPO Lead on Crime Mapping
	NPIA, Staff Officer to PPP Service Director (Sec)
TACTICAL ADVISORY:	
Alex Edwards [AE]	NPIA, ICTS Business Advisor
Darren Miller [DM]	NPIA, ICTS Business Advisor
Amanda Diggens [AD]	NPIA, Criminal Justice and Local Policing Unit
Andy Campbell [AC]	NPIA, Criminal Justice and Local Policing Unit
Trevor Adams [TA]	MPS, Head of GIS Services
Gavin Stephens [GS]	Surrey Police, Ch. Supt.
Rupert Chaplin [RC]	Home Office, Statistics
David White [DW]	Essex Police, Web Managers Group
Paul Quinton [PQ]	NPIA, Research and Analysis Unit
Mark Hazelby [MH]	NPIA, Marketing and Comms
Nick Keane [NK]	NPIA, Digital Engagement Business Advisor
	Home Office, Marketing and Comms
Bill Wreay [BW]	Home Office, Marketing and Comms
Jonathan Bamford	ICO, Head of Strategic Liaison (dep. for Meagan Mirza)

Apologies	
Gus Jasper	Home Office, Head of Local Policing, Crime and Justice Unit
Mark Wise [MW]	ACPO FOI CRU, Manager
	Home Office, Marketing and Comms
Meagan Mirza [MM]	ICO, Group Manager, Public Security Group

1. **Welcome, introductions and apologies**
   a. Each member of the group introduced themselves. Apologies received from Gus Jasper (Home Office), Mark Wise (ACPO FOI CRU), Jo Bray (Home Office) and Meagan Mirza (ICO). SM explained that the group today are required to come to a consensus regarding the minimum number of postal addresses that will be returned in any search on CrimeMapper. Rock Kitchen Harris (RKH) requires this decision in order to commence designing and testing the algorithm for the search function of the site.
2. **Update on Minister for Policing and Criminal Justice's vision**
   a. RB advised that the Minister is clear that developing the CrimeMapper site is the first deliverable in a much wider transparency agenda, bringing data and information to Government and communities to inform and catalyse activism and engagement. Four force pilots are currently in planning and a problem-

solving/testing workshop is to be held on the 26/11/2010 – RB will feedback on this at the next meeting.

b. "Phase Two" of developments to CrimeMapper will comprise of a drive for greater interactivity and integration of justice outcomes into the data presented by the site. A recent meeting between the Minister for Policing and Criminal Justice, the Home Secretary and all Chief Constables will focus on emphasising the changes that are coming and the aims of objectives for the site in the future.

3. ICO guidance and next steps

a. SM clarified the ICO's role as an independent advisory body, there to offer advice and guidance, rather than as a decision-making body. JB concurred with this distinction and agreed that it is important for the ICO to maintain its advisory role. It is important to remember that legal liability rests with each Chief Constable, rather than the NPIA or the members of the group themselves.

b. SM advised the group that contact with forces this week paints a picture of general concern regarding Data Protection Act (DPA) issues and a need for guidance and steer regarding liability, privacy and security, along with a real need to carefully balance the provision of accurate and non-misleading data with the need to address privacy and security concerns. SM emphasised that the core role of the site is to provide street-level data to communities – and consensus will be needed from the group today as to what technical specifications create the right balance.

c. RB introduced and gave a summary of the draft ICO guidance on Crime Mapping, giving an overview of its sections and important points:

    i. A number of variables will be considered together to decide on the impact of CrimeMapper on privacy and security

    ii. Presentation of contextual and explanatory information to accompany the crime map being viewed is a key requirement

    iii. The same rules and guidance apply to the data available via the API as to the CrimeMapper interface itself

    iv. Continued monitoring of the impact of street-level data presented by CrimeMapper is important in order to track the effect the developments will have

    v. A facility for the public to provide feedback about CrimeMapper must be made easily available, setting out a clear route and instructions for complaints and comments

d. The document is not currently for wider circulation and the ICO will decide on when and to whom the final version is circulated.

e. JB clarified the ICO's role and purpose in regulating adherence to DPA and Freedom of Information (FOI) acts and dealing with complaints when the legislation is breached. The ICO would automatically deal with any breaches of legislation caused by CrimeMapper, and the guidance will inform the ICO's approach in dealing with these complaints.

f. JB described that the guidance attempts to balance privacy and transparency issues. The ICO would naturally lean toward supporting privacy safeguards above the desire for transparency, and any complaints about the site would be assessed on the individual circumstances and concerns of the complainant. The ICO would be significantly concerned about any Crime Map which identified individual postal addresses, unless this was consensual with the occupant. The ICO would also express concern should the API function of the site allow third parties to create "pin-point" maps that could be used to identify individual properties. SM clarified and emphasised that the steering group, the NPIA and the Home Office are *not* advocating or intending to use

"pin-point" data, and the actual postal address of the location of any crime will not be available via CrimeMapper.

g. NR described the work the NPIA has undertaken in order to clarify at which search area threshold the "street-level" aspect of the site begins to break down. The steering group were originally asked to consider whether a minimum of eight postal addresses per postcode search area was acceptable, and viewed a mock-up by RKH showing visually the number of "safe points" that crimes would "snap" to at both eight and 16 minimum postal addresses scenarios. NR now feels that a minimum of 12 postal addresses per postcode search area would be an acceptable balance. This increases the original proposal by 50% yet does not hover on the threshold of 16 whereby "street-level" data becomes unviable, particularly in rural areas. NR advised that he is comfortable with this threshold and would support its implementation.

h. SM raised three important points that need to be considered when coming to a decision about privacy and security safeguards with regards to the threshold:

　　i. Data upload time lag: due to the monthly timescales for data upload, any crime displayed on the site will be a minimum of 23 days old and may be up to 53 days old. Once a month has passed that month's data is removed from the map and presented in the trend analysis dataset.

　　ii. Crime categories: these were decided upon two years ago as part of the first CrimeMapper project and have therefore already undergone privacy, security and DPA/FOI impact assessments and considerations. Evidence of this is readily available.

　　iii. The number of postal addresses returned in any postcode area search is a *minimum* figure, a search will never present less than this number. The NPIA estimates that only 5% of searches would return a postcode area with the minimum amount of postal addresses.

i. These three important points will mitigate against the specific identification of individual postal addresses and therefore reduce the threat to any individual's privacy and security.

j. GS emphasised that the benefits available from the street-level CrimeMapper, as well as the risks that are being mitigated, warrant greater prominence in decision-making considerations. HS agreed that a clear list of benefits should also be included in the Communications and Publication plan – **ACTION 10**.

k. **NR and SM asked for consensus from the core members of the group as to whether a minimum of 12 postal addresses per postcode search area was acceptable. All core members of the group were in agreement therefore RKH will be advised to begin building their search algorithm on this basis.**

l. RB advised that the draft ICO guidance will be circulated to the group for feedback – **ACTION 11**

4. **Progress update**

a. Data Security Agreement (DSA): AE advised that the draft DSA between the NPIA, RKH and Police Forces will be circulated to the group for comment early next week – **ACTION 12**. Any required alterations will be made after this and it will be sent out to forces early w/c 29/11/2010. The draft DSA is based on a standard DSA template that is already in place between Police Forces and Oxford University therefore it should already be familiar to force Data Protection Teams.

b. System security and accreditation: AE advised that system infrastructure is currently being accredited by the NPIA. Penetration testing will take place on

19/11/2010 and 22/11/2010. The relevant documentation set is available for review if required.

c. Risks and milestones: AE advised that both major risks are on track for successful mitigation and that the milestones are also on track. The DSA and system accreditation are the next major project milestones, and will do much to mitigate the technical problems some forces are experiencing. Contact with forces continues to be made to confirm their readiness to upload data in the format required. ND emphasised that any forces experiencing technical difficulties should contact the NPIA as early as possible – RB advised that this can be highlighted in the Tripartite letter to Chief Constables that is due to be sent next week.

d. MPS and City of London incident data: TA advised that the MPS geocode their incident data in 250m blocks and AE confirmed that RKH feel this is sufficient to be of meaning and use to the public. TA advised that an MPS tech refresh scheduled for 2015 will make improvements in incident data accuracy and precision, however he still has concerns that the MPS have not seen working examples of how CrimeMapper will present their incident data. AE advised that RKH are happy to test with MPS data and will liaise with TA to set this up – **ACTION 13**

5. Governance and reporting

a. RB advised that as this project is part of a wider high-level project to improve transparency and information provision to the public, this group could report to the high-level project board which is currently being set up. This board will likely be chaired by Gus Jaspert and his equivalent at the Ministry of Justice, Sam Evan.

6. Update on Communications and Publication strategy

a. SM advised that RKH will need to be closely involved in the launch of this iteration of CrimeMapper.

b. RB circulated a draft high-level Communications Strategy proposal to the group. The date of the launch will be as late as possible in January 2011. AP advised that an event for Police Force and Police Authority Heads of Communications will be held on 16/12/2010 to promote CrimeMapper, and that she will liaise with NB and SM to arrange their attendance – **ACTION 14**

c. RB requested feedback from the group on the draft communications proposal by 24/11/2010 to be sent to AP – **ACTION 15**

d. SM suggested that an embargoed briefing event be held for media representatives the day prior to the launch in order to provide good quality information ahead of the launch itself. RB advised that she will consider this.

7. AOB

a. **ND advised that he and SM had recently met with the Directors of RKH, who feel confident that they will be able to successfully deliver the**

b. ND asked to be kept as up-to-date as possible regarding "Phase Two" developments in planning. It will be important to maintain the momentum, resources and expertise from this first round of development in order to ensure that Phase Two can be carried out to a high standard of quality and efficiency.

c. DW requested information about what data will be available via the API – AE advised that Neighbourhood Policing Team-level data and sanitised crime data as displayed by the site will be available. DW pointed out that this therefore will allow third parties to aggregate data over a number of months to build up wider datasets than the API allows in one download. The group agreed that this could not be prevented. AE clarified that the API's terms and conditions and access criteria/agreement mitigate against DPA breach. JB emphasised

National Policing Improvement Agency

that this therefore transfers legal liability for any data downloaded via the API to the third party carrying out the download, making it the individual's responsibility to comply with the legislation and ICO guidance on data protection.

d. SM advised that an "FAQ" sheet is being prepared for forces, bringing together all the questions that have been asked so far. This will be circulated to forces along with the Tripartite letter and the finalised ICO guidance.

8. Action Log

No.	Action	By Whom	Due Date	Status at 18/11/2010
1	SM and NR to draft a letter to all Chief Constables to accompany the Minister's letter	SM/NR	18/11/2010	Complete
2	Further comments on the draft ToR to be made to NL	All	29/10/2010	Complete
3	Circulate current crime categories and their subsets to the group for information	RB	18/11/2010	Complete
4	Circulate mock-ups of the potential look and feel of the site once developed	AE	18/11/2010	Complete
5	Test three algorithms in order to address the issue of where exactly a pinpoint may fall in the "Nearest Large Street" sanitisation option, and provide the group with scenarios for consideration	ND	18/11/2010	Complete
6	Confirm that exact launch date for the new iteration of the site	RB	18/11/2010	Ongoing
7	Clarify the ICO and Home Office position/agreement with regards to visual granularity of data as presented by CrimeMapper	RB/MM	18/11/2010	Complete
8	Devise a Communications and Publications plan for the project	■/MH	18/11/2010	Ongoing
9	Ensure update communications sent out to Police Authorities	RB	18/11/2010	Ongoing
10	Draw up a clear list of benefits of the street-level developments, to be included in the Communications and Publication plan	RB/MH	18/11/2010	New
11	ICO draft guidance to be circulated to the group for feedback	RB/■	22/11/2010	New
12	Draft DSA to be circulated to the group for comment	AE/■	24/11/2010	New
13	Arrange test of MPS incident data with RKH	AE/TA	16/12/2010	New
14	Liaise with NR and SM to arrange their attendance at the Comms event on 13/12/2010	■	13/12/2010	New
15	Draft Communications Strategy proposal to be circulated to the group for feedback by 25/11/2010	■	22/11/2010	New

9. Date, time and venue of next meeting

National Policing Improvement Agency

a. 16th December 2010
b. 14:00 – 16:00
c. The Fielding Room (F130), NPIA HQ, 2 Marsham Street, London SW1P 4DF

DRAFT

From: ███████████████████████████████

Sent: 23 November 2010 10:02

To: Mortimore Steve; Deyes Nick; hannah.sharp@lga.gov.uk;
neil.rhodes@lincs.pnn.police.uk; Edwards Alexander; Miller Darren; Diggens
Amanda; Campbell Andrew; Trevor.Adams@met.pnn.police.uk;
Stephens2076@surrey.pnn.police.uk; Rupert.Chaplin@homeoffice.gsi.gov.uk;
david.white@essex.pnn.police.uk; Quinton Paul; Hazelby Mark; Keane Nick;
Jonathan Bamford; Gus.Jaspert@homeoffice.gsi.gov.uk;
acpo.advice@foi.pnn.police.uk; Meagan Mirza

Cc: ████████████████████████████████
rebecca.bradfield@homeoffice.gsi.gov.uk

Subject: Communications Strategy draft 20101123

Dear All,

<<2010-11-22 DRAFT Comms plan - AP and RB - v_1.0.doc>>

Please find attached the DRAFT high-level Communications Strategy for the
current CrimeMapper development project. A paper copy of this draft was
circulated at the second Strategic Steering Group held last Thursday (18th
November).

The draft is circulated with compliments from ████████████ Rebecca Bradfield and
████████ and they have kindly requested that any comments you may have about the
draft be returned to Alison at alison.pike@homeoffice.gsi.gov.uk by Thursday
25th November.

Please contact me should you have any queries.

Kind regards,

████████████████

Staff Officer to ACC Steve Mortimore
Service Director
Policing, Policy and Practice
CEO Directorate
National Policing Improvement Agency

NPIA (Headquarters)
1st Floor, Fry Building
2 Marsham Street
London
SW1P 4DF

Tel: +4████████████████████
Mobile: █████████████████████
Email: ██████████████████████
Web: www.npia.police.uk

Street level crime data / maps communications overview

Purpose of paper:
➢ To seek CrimeMapper Strategic Steering Group's input into the high level communications strategy for January 2011 as the first phase of work to make crime and policing more transparent.

Key narrative / messages:
➢ To give the public access to key crime and policing information in the way that they want and in a way that they will use, whether it's raising an issue at a local beat meeting or taking an active role in tackling crime and anti-social behaviour themselves.
➢ Specifically to launch a minimum platform of information including street level crime data (available in a reusable format) and maps and information on their neighbourhood policing team and their next beat meeting.
➢ To highlight that this is the beginning of work to make crime and policing more transparent. We will build on this over time, working with communities, local services, entrepreneurs and innovators (can also link to ongoing work with 5/6 forces).

Specifics for January 2011:
➢ Date yet to be confirmed – likely to be after the 15th January
➢ Based on the above, Press Office currently recommends holding a media event to offer pre-filming opportunities to provide a visual element to the launch of the minimum platform, particularly street level crime maps;
➢ This could be supported by representatives from the police, community activists and Ministers to demonstrate how, by having access to crime data, local people and services can work together to solve local problems.

Wider strategy:
Plans are still under development but will include targeted communications activity for:
➢ Communities, date users and developers – media opportunities alongside a public facing digital engagement plan which will include Directgov, social media etc
➢ ACPO and the APA and force and authority communicators – correspondence once plans are finalised and update at communicators event in early December;
➢ Local Policing Teams - a 60 second briefing for frontline officers and staff and a template local/regional press notice and Q&A

Key challenges:
➢ To celebrate significance of street level crime data and maps whilst making clear that further developments/improvements to the data and platform will be ongoing.
➢ To allay any fears about data protection/security.
➢ To ensure people know how to use this information – key link to wider reform agenda and community engagement and beat meetings
➢ To provide a clear and streamlined customer journey – need to link through direct.gov and consider site name.

Next Steps
➢ Advice to Ministers to seek steer and develop more detailed media handling plans for January.
➢ Establishment of a communications sub-group to develop and deliver detailed strategy.
➢ Discussion at next meeting in December.

Andrew Rose   Lead Internal Compliance Officer
Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow,
Cheshire SK9 5AF
T. 01625 545831 F. 01625 524510 www.ico.gov.uk

-----Original Message-----
From: ███████████████████████████████████
Sent: 15 November 2010 15:07
To: Meagan Mirza; Gus.Jaspert@homeoffice.gsi.gov.uk;
acpo.advice@foi.pnn.police.uk; ███████████████████████
Subject: Crime Mapping Steering Group Agenda for second meeting 20111118

Dear Meagan, Gus, ███ and Mark

Please see the agenda for the meeting on Thursday - I am aware that you cannot
attend this meeting but thought you would **appreciate** sight of the items that
will be discussed.

Meagan, ███ - I have circulated this to Jonathan Bamford and ████████████ also.

Kind regards,

███████████████

> _____
> From: ████████████████████
> Sent: Monday, November 15, 2010 3:03 PM
> To: Neil Rhodes (neil.rhodes@lincs.pnn.police.uk); Rebecca Bradfield
(rebecca.bradfield@homeoffice.gsi.gov.uk); Hannah Sharp
(hannah.sharp@lga.gov.uk); Deyes Nick; Edwards Alexander; Miller Darren; Trevor
Adams (Trevor.Adams@met.pnn.police.uk); Jonathan Bamford
(Jonathan.Bamford@ico.gsi.gov.uk); Gavin Stephens
(Stephens2076@surrey.pnn.police.uk); Rupert Chaplin
(Rupert.Chaplin@homeoffice.gsi.gov.uk); David White
(david.white@essex.pnn.police.uk); Quinton Paul; Hazelby Mark; Campbell Andrew
> Cc: Smith Amanda; Mortimore Steve
> Subject: Agenda - CrimeMapper Strategic Steering Group 2
>
> > <<2010-11-18 Agenda and Attendees-CM SSG 2-v_1.2-NLRB.doc>>
> Dear All,
>
> Please find attached the agenda for Thursday's meeting.
>
> Kind regards,
>
> ████████████████████
> Staff Officer to ACC Steve Mortimore
> Service Director
> Policing, Policy and Practice
> CEO Directorate
> National Policing Improvement Agency
>
> NPIA (Headquarters)
> 1st Floor, Fry Building
> 2 Marsham Street
> London
> SW1P 4DF
>

```
> Tel: +4█████████████████████
> Mobile: ██████████████████████
> Email: █████████████████████
> Web: www.npia.police.uk
>
>
```

Wednesday, 1st December 2010.

FOR THE ATTENTION OF ALL CHIEF CONSTABLES

Dear Colleague,

On the 5th November 2010, DCC Neil Rhodes and ACC Steve Mortimore wrote to all Chief Constables providing an update on the NPIA's role in supporting the Government's commitment to develop CrimeMapper as an interactive online platform that will not only provide the public with meaningful and comparable information on crime and policing in their area, will not only equip the public with objective data which they can use to hold their local police to account at beat meetings, but also empower them to better understand and contribute to the work of criminal justice agencies and other local services.

In particular, the letter set out the work that the NPIA is doing to deliver the first phase of this work – the provision of street level crime data and maps alongside key local policing information, such as neighbourhood policing team details and community engagement events - by the end of January 2011.

Developments and links to the wider transparency agenda
This letter is to update you on the key developments with this piece of work and to re-emphasise, as Ministers made clear at the recent event with Chief Constables on 3rd November, the importance of this work as a major deliverable in the Government's transparency and accountability agenda, bringing data and information to communities to inform and empower them and catalyse activism and engagement.
The NPIA Project Team have been working very closely with forces over the last few months to take forward this work and address any issues or concerns. This letter therefore specifically responds to any issues raised by forces and provides a summary of the action that has been taken to address them. We have, in addition, provided a Q&A document which provides additional details and which we hope you will find helpful.

Privacy, Security and Data Protection
Recent contact with forces has highlighted some ongoing concern regarding Data Protection Act (DPA) issues and a need for guidance and steer regarding liability, privacy and security. This is clearly a crucial area and one that needs to be carefully balanced with the core objective of the site in providing street-level data to communities.

The NPIA, Home Office, ACPO and the APA have and continue to commission expert guidance from bodies such as the Information Commissioner's Office (ICO), ACPO

NPIA (headquarters)
Fry Building
2 Marsham Street
London
SW1P 4DF

T 0203 113 6000
www.npia.police.uk

Funded by the Police Service and Home Office

INVESTORS
IN PEOPLE

FOI, the APA and Home Office Statistics to ensure that issues such as data protection, security, privacy and information security are addressed and assured.

The ICO have drafted specialist guidance on Crime Mapping, significantly updating their previous guidance on the subject and setting out in a very clear and helpful way the appropriate safeguards that need to be put in place when delivering more localised crime maps. This guidance is available from today at http://www.ico.gov.uk/for_organisations/data_protection/topic_guides/~/media/documents /library/Data_Protection/Detailed_specialist_guides/crime_mapping_advice.ashx and we would urge you all to review this.

We have always been clear that the view of the ICO would play a key role in confirming our final proposal and methodology for the delivery of street level data. To this end, in the light of this updated guidance, work has been undertaken in order to clarify at which threshold the balance between maintaining privacy and security for individuals with meeting the objective of the site in improving the provision and transparency of street-level crime data is best found.

We have set out in more detail below the steps that we are taking to adhere to the ICO's guidance but are keen to stress in particular that the system will:
- not publish household level information instead using approximate location indicators;
- ensure that the icon is always in the centre of a road, never above an individual property;
- include a clear and prominent explanation of the system to minimise the risk of misinterpretation;
- combine any sensitive crime types to minimise the risk of individuals being identified and only publish data monthly to further support this;
- apply exactly the same privacy safeguards to the underlying data which will be made available for reuse as for the maps; and
- provide a facility for feedback into the system and ensure ongoing monitoring of this.

In addition, the Cabinet Office is commissioning a review of the impact of transparency on privacy to inform the Government's ongoing approach to the release of data (including data in areas other than crime). More details will be available shortly but this will be helpful in supporting and shaping further work to develop CrimeMapper as an interactive platform beyond the provision of street level crime data and maps in January 2011.

Data granularity

We set out in our previous correspondence our initial proposal to set a minimum threshold of eight postal addresses per postcode search area, however after feedback from forces, the ICO and ACPO FOI, this threshold has been increased by 50% to 12 postal addresses. Data sanitisation will therefore take place by 'snapping' the crime location to the nearest centre-point of a street containing 12 or more postal addresses, based on the latest Ordnance Survey data. This information has been provided to forces to consider and raise any issues or concerns.

It is important to note that the data sanitisation method ensures that the minimum threshold of 12 postal addresses is exactly that - a minimum figure – and it will not be possible to narrow down a location to less than 12 postal addresses. The vast majority of searches will in fact return a significantly higher number.

This proposal was endorsed by the Crime Mapping Strategic Group last week and is considered to appropriately and responsibly balance the considerations of privacy and security for individuals with the aims and objectives of this site in improving the provision and transparency of street-level crime data.

Additional safeguards

The use of broad crime categories (robbery, burglary, vehicle crime, violent crime, other crime, and ASB), decided upon two years ago as part of the first CrimeMapper project, ensures that the categories have already undergone privacy, security and DPA/FOI considerations.

We will be providing street level crime data on a monthly basis. It is important to note that because of the process for this, any recorded crime displayed will be a minimum of 23 days old and may be up to 53 days old. Once a month has passed, its data is removed from the map and presented in the trend analysis dataset.

We are committed to monitoring and reviewing the system and will include a feedback mechanism to ensure that members of the public can comment. We will also ensure that there is clear and effective information to the public which sets out what the maps show and how the system works. In addition, we will apply exactly the same privacy safeguards to the API (which enables people to extract the data in a reusable format) as we have for the maps.

Data Security

You will wish to note that the NPIA have also prepared a Data Security Agreement (DSA) between themselves, the supplier Rock Kitchen Harris, and Police Forces. This clearly outlines the responsibilities of all three parties and covers who will incur liability as a result of a breach of the agreement.

In particular, it states that the NPIA are the owner of the data sanitisation process and responsible for ensuring it provides adequate protection against identification of and individual or specific postal address. The DSA is also based on a standard DSA template that is already in place between Police Forces and Oxford University, therefore it should already be familiar to forces' Data Protection Teams. A draft of the DSA is currently undergoing consultation and will be circulated to force SPoCs once finalised later this week.

Accuracy / quality of data
Whilst the focus of much of this work is in relation to the delivery of street level crime data, we are keen to stress the importance of ensuring that Neighbourhood Policing Team and wider community engagement information is kept up to date. Whilst included on the current system, this information will become much more prominent from January and will be displayed on the front page of the website. At present some forces are failing to regularly update this which could be confusing and misleading for the public.

We look forward to working with you all in order to achieve successful delivery of the next iteration of the CrimeMapper site. If you have any queries or would like to know more, please contact ACC Steve Mortimore on 020 3113 7442 or steve.mortimore@npia.pnn.police.uk and/or DCC Neil Rhodes on 01522 558114 or neil.rhodes@lincs.pnn.police.uk.
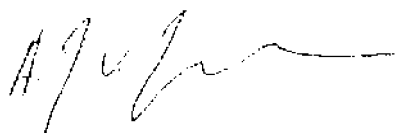
Kind regards,

ACC Steve Mortimore, Service Director, Policing, Policy and Practice Service Area, NPIA

DCC Neil Rhodes, ACPO Lead for Crime Mapping, Lincolnshire Police

Gus Jaspert, Head of Local Policing, Crime and Justice Unit, Home Office

From: Smith Amanda [mailto:Amanda.Smith@npia.pnn.police.uk]
Sent: 09 December 2010 17:08
To: ███████████ Campbell Andrew; david.white@essex.pnn.police.uk;
Stephens2076@surrey.pnn.police.uk; Gus.Jaspert@homeoffice.gsi.gov.uk;
hannah.sharp@lga.gov.uk; Hazelby Mark;███████████████████ Keane
Nick; acpo.advice@foi.pnn.police.uk; Meagan Mirza; Miller Darren;
neil.rhodes@lincs.pnn.police.uk; Pascoe Jayne; Quinton Paul;
rebecca.bradfield@homeoffice.gsi.gov.uk; Rupert.Chaplin@homeoffice.gsi.gov.uk;
Trevor.Adams@met.pnn.police.uk
Cc: Deyes Nick; Edwards Alexander
Subject: Email from NPIA (Chair) - membership of the Steering Group and FAQs
20101209

Dear all,

On behalf of ACC Steve Mortimore and Gus Jaspert, please see attached for your
information the Crime Mapper Progress Update letter and FAQ document, sent to
Chief Constables last week.

This has also been posted on the ACPO intranet, sent to Force SPOCs, and Hannah
Sharp of the APA has today circulated this to APA Chairs and Chief Executives.

 <<2010-12-01 Crimemapper FAQs for forces-final version-AD.doc>> <<2010-12-01
Progress Update letter on CrimeMapper-v_1 4-FINAL.doc>>

Please do not hesitate to contact us for any further discussion or assistance.

As a reminder, the next Crime Mapper SSG is next Thursday (16th December) at
14:00 in the Fielding room, 1st floor, Fry.

Please do let me know if you require audio/video conference facilities so the
appropriate arrangements can be made.

Amanda Smith
PA to ACC Steve Mortimore
Policing Policy and Practice Service Director
CEO Directorate
National Policing Improvement Agency
1st floor, SW Quarter, Fry Building, 2 Marsham Street, London, SW1P 4DF
Telephone number: 020 3113 7443
Fax: 020 3113 7578
Blackberry: 07889 702 656
E-mail: amanda.smith@npia.pnn.police.uk
Web: www.npia.police.uk

STREET LEVEL CRIME DATA – FREQUENTLY ASKED QUESTIONS / ISSUES RAISED:

During discussions with the police in relation to the provision of street level crime data on the national Crimemapper website, a number of questions and issues have been raised. These have been given extensive consideration by the project team and national Crimemapper Strategic Steering group. Please find below a brief summary of frequently asked questions, issues raised and our response.

1. How will the privacy of victims be maintained?

The core role of the crime mapper site is to provide street level data to communities - a balance needs to be achieved between provision of information that is accurate and not misleading but that addresses any privacy and security concerns.

In developing the methodology for this work, careful consideration has therefore been given to relevant legislation and codes of practice, which govern requirements to maintain the privacy and confidentiality of victims and witnesses, including the Data Protection Act 1998, The Victim's Code of Practice and Victim's Charter and the UK Statistics Authority's Code of Practice for Official Statistics. There has also been extensive consultation with the Information Commissioner's Office, who are represented on the steering group.

The following factors have been considered in detail to find that balance and to determine the level of detail to be provided on Crimemapper, to comply with relevant legislation and protect privacy:

(i) The granularity of the crime-map
In an earlier letter to Chiefs, we set out our initial proposal to deliver the developments - profiling crime data to 'street level' and published in such a way that ensures the location of a crime can not be narrowed down to fewer than eight postal addresses – making clear that this would be tested over the coming months.

We have since conducted further testing and research to clarify at what point the street level data becomes misrepresentative whilst balancing the need to deliver street level crime information in both urban and rural areas and protecting the identity of individuals. In doing so, we have also considered in detail the recently published guidance on crime mapping by the Information Commissioner's Office.

In the light of all of this it was agreed by the steering group that increasing the threshold to 12 postal addresses (an increase of 50% on eight postal addresses) appropriately minimises the risk of identifying specific addresses whilst ensuring that street level data which is meaningful and representative may still be maintained. Threshold levels of the number of postal addresses set any higher than 12 were found to compromise the quality of the data to such an extent that it becomes

misleading due to misleading 'snap points'[1] and displaced crime / ASB information.

It should be noted that the number of postal addresses i.e. 12, is an absolute *minimum* figure – a search will never profile less than this number and in the majority of cases will be significantly more.

(ii) The frequency of data uploads

Due to the monthly timescales for data upload, any crime or ASB incident displayed on the site will be a minimum of 23 days old and may be up to 53 days old, significantly reducing opportunities for the identification of victims by association with other potential sources of information. One month following date of upload, the data for that month is then removed from the map and presented in the trend analysis data set.

(iii) The sensitivity of the crime

Crime categories were selected two years ago, as part of the first phase of the Crimemapper project and minimising impact on privacy was considered as part of this process. Guidance was issued to forces accordingly followed by a letter from the ACPO lead for Crimemapper DCC Neil Rhodes.

(iv) The information recorded on the map

Crimemapper will display explanatory information, ensuring that those who use the site have a clear understanding of the data and what it represents, its accuracy and restrictions on use.

(v) Feedback and monitoring

The site will provide a facility for the public to give feedback about Crimemapper, and there will be continued monitoring of the impact of the provision of street level data, for review and any future developments.

Additionally, a Data Sharing Agreement between the police service, the NPIA and Rock Kitchen Harris will be in place, to ensure compliance by all parties with the Data Protection Act 1998.

Collectively, each of these factors will ensure that the necessary safeguards are in place to protect privacy, confidentiality and security.

2. Will some of the data be misleading, where crimes / ASB incidents recorded in streets with less than 12 postal addresses are located at an alternative "snap-point"?

Careful consideration has been given to the level of granularity of crime / incident data, to ensure that the correct balance is achieved between providing sufficient detail for data to be representative and accurate, and simultaneously, protecting the privacy and confidentiality of victims. Displacement of crimes to alternative snap points will be kept to a minimum, and only occur when it is

---

[1] A 'snap' point is the nearest geographical reference point on a map to which a crime/ASB is assigned. It will always be on the nearest street and never intentionally be over a dwelling or premises.

necessary to protect privacy – i.e. for those streets where there are less than 12 postal addresses.

Whenever a crime / ASB incident that has been recorded in a road with less than 12 postal addresses is re-located to a snap point, this will still remain within the same Neighbourhood Policing area and force area. The Crimemapper site will provide a comprehensive explanation of the snap points, ensuring those viewing the information have a full understanding of the data, and potential radius of location of the crimes / incidents displayed.

Additionally, there is functionality within the site for forces to add further information to provide local context, as considered appropriate for any incident.

3. How do we illustrate crimes on Crimemapper where the location is not known (e.g. theft, where the victim can not stipulate exact location of incident)?

These crimes must still be included in the data to be displayed on the crime map, irrespective of the fact that the location where they were committed is not known. Forces may either use the location that the crime was recorded, or alternatively may select a specific location or locations on the map to display all of these "unknown location crimes" collectively. Forces have the option to add contextual information to provide further explanation should they wish to do so.

4. In what format has the snap point data been provided to forces and what checks should we consider completing?

The snap point data has been provided in a CSV (Comma Separated Values) file co-ordinates. These may be plotted by any mapping system used by your force. If you require any further guidance or technical advice please contact the project team, who will assist (contact details below).

An algorithm has been used to identify the snap points. This process has been approved by the NPIA, and ensures that snap points are not located on any roads with less than 12 postal addresses. The points will never be located directly over a property and will always be in the centre of a road. It is likely that a four arrow icon will be used to illustrate snap points, indicating "in this area" rather than "on this exact point". It is recommended that forces conduct a cursory check (consider dip sampling) of the positioning of these points, to ensure that they are satisfied that they do not fall on any roads with less than 12 postal addresses. In the event that you have any concerns in relation to the positioning of the snap points or any other issues, please contact the project team at the earliest opportunity.

5. What sort of contextual information can we provide?

Provision of contextual information is optional. If forces consider that additional information about an individual crime or ASB incident, or a number of crimes / incidents collectively may assist users of the site to have an understanding of

the data in a local context, this function is available. It is strongly recommended that every care is taken to ensure any additional information included does not contain any personal information which may compromise privacy or security, as context information will be displayed on the site 'as-is' without undergoing sanitisation.

6. Some forces are reviewing their organisation and delivery of Neighbourhood Policing. What are the implications for Crimemapper if the Neighbourhood Policing Team boundaries change?

If Neighbourhood Policing Team boundaries change, please notify the project team at the earliest opportunity, so that work can be progressed to make the relevant changes on the Crimemapper site. It will be necessary for you to provide details of population figures for the new NPT areas once boundaries have been determined.

7. Will the systems for the transfer of data from forces to Rock Kitchen Harris (RKH) be secure?

Yes. This process is detailed in the Risk Management Accreditation Document Set. The Incident Data will be delivered to RKH in accordance with the Government Protective Marking Scheme. The Data will be transferred over encrypted connections within the "Accredited System Environment". This system will be accredited by the NPIA National Accreditation Team as meeting the Information Assurance requirements as mandated by the ACPO Information Systems Community Security Policy and the Security Policy Framework.

8. Have RKH staff received the necessary vetting for handling and processing the Data?

Yes, this is detailed in the Risk Management Accreditation Document Set. Access to the Incident Data will be restricted to those employees of RKH who have undergone screening in accordance with the HMG Baseline Personnel Security Standard, and are approved by the NPIA.

9. What is the process to refresh data sets when amendments are required, for example, to include new information on "no crimes"?

In order to refresh previously uploaded data which may have changed and require amendment, this may be added to the Neighbourhood Data upload. Extra data uploads are not required.

10. What are the safeguards to prevent information being taken from Crimemapper and being misrepresented elsewhere?

Only data that can be seen on the website will be released via the API and nothing more. Anyone re-using the data obtained from the Crimemapper API

will be required to agree and comply with the terms and conditions, which will prohibit distortion and modification of the data and other derogatory action. Anyone in breach of these terms will have their licence key revoked. The Information Commissioner Office's recently published guidance makes clear that it is the responsibility of third parties making use of crime-maps or associated data for their own purposes to take on their own data protection responsibilities, and liabilities, to the extent that their activities involve the processing of personal data. For clarity, there is no proposal to make officer photographs available through the API at this time.

11. A variety of definitions of crime categories are used for publication of data and this lack of consistency is confusing for the public.

There are currently a number of different methods used to aggregate crime and incident data for publication by the Home Office, the HMIC and individual forces. This issue is currently being considered at a national level by a Technical Advisory Group which is attended by representatives of the tripartite, the HMIC and the NPIA. The group is fully sighted on developments to Crimemapper, which will form part of their considerations when determining any national policy or recommended good practice for the aggregation of crime categories and publication of data. The process used to select the current crime categories used for publication of data on Crimemapper considered the needs of the end user of the information and are considered fit for purpose. They will be subject to review in response to feedback and research relating to the requirements of users of the site, in addition to any future recommendations of the Technical Advisory Group.

12. What is TeamDB? What are our responsibilities in relation to provision of updates to TeamDB?

TeamDB is a database containing Neighbourhood Policing Team information for all forces across England and Wales. It is used to feed information relating to Neighbourhood Policing Teams onto the existing Crimemapper website, and is a point of reference for the public on anything they need to know about their local Neighbourhood Policing team or activities.

When the new version of Crimemapper is launched in January, this section of the site will become far more prominent, and will be displayed on the front page of the website. Therefore, it is even more important that the information is complete, accurate and up to date.

The information required for each NPT is as follows:
- NPT overview / description
- Details of police station or other location where the NPT is based
- Contact details
- Photographs of members of NPT (optional)
- Either a biography of each member of the team or their individual contact details
- Future meetings and events

- URLs / addresses of any twitter accounts, you tube accounts, face book pages
- RSS feeds (containing news on what is happening in forces)

In preparation for the launch of the new Crimemapper site in January, it is asked that you review the information on TeamDB for all of your NPTs, to ensure that there is nothing missing, and it is accurate and up to date. Please could you ensure that has been completed by 1st January 2011. If you would like to have a copy of the information currently on TeamDB for each of the NPTs within your force area, to assist your review, please contact the project team.

If you require any further information or clarification, please contact the project team via the Crimemapper website: help.crimemapper.co.uk

Alternatively, please contact Amanda Diggens on 07595 010967, or amanda.diggens@npia.pnn.police.uk

From: Smith Amanda [mailto:Amanda.Smith@npia.pnn.police.uk]
Sent: 16 December 2010 13:28
To: david.white@essex.pnn.police.uk; Stephens2076@surrey.pnn.police.uk;
Gus.Jaspert@homeoffice.gsi.gov.uk; hannah.sharp@lga.gov.uk; Hazelby Mark;
████████████████████████ acpo.advice@foi.pnn.police.uk; Meagan Mirza;
neil.rhodes@lincs.pnn.police.uk; Quinton Paul;
rebecca.bradfield@homeoffice.gsi.gov.uk; Rupert.Chaplin@homeoffice.gsi.gov.uk;
Trevor.Adams@met.pnn.police.uk
Cc: Deyes Nick; Edwards Alexander; Miller Darren
Subject: Email NPIA to ICO updated agenda 20101216

Dear Colleagues,

Apologies for the late notice but please see the updated agenda for today's
CrimeMapper Strategic Steering Group at 14:00.

Please note there are no papers to be distributed ahead of the meeting but
copies of any papers needed will be made available for the meeting.

 <<2010-12-16 Agenda and Attendees-CM SSG 3-v_1.0-AS.doc>>
If there is anything else I can assist with in the meanwhile then please do not
hesitate to ask,

Thank you and kind regards,

Amanda

Amanda Smith
PA to ACC Steve Mortimore
Policing Policy and Practice Service Director
CEO Directorate
National Policing Improvement Agency
1st floor, SW Quarter, Fry Building, 2 Marsham Street, London, SW1P 4DF
Telephone number: 020 3113 7443
Fax: 020 3113 7578
Blackberry: 07889 702 656
E-mail: amanda.smith@npia.pnn.police.uk
Web: www.npia.police.uk

From: Smith Amanda [mailto:Amanda.Smith@npia.pnn.police.uk]
Sent: 15 December 2010 16:50
To: ███████████ david.white@essex.pnn.police.uk; Deyes Nick; Edwards
Alexander; Stephens2076@surrey.pnn.police.uk; Gus.Jaspert@homeoffice.gsi.gov.uk;
hannah.sharp@lga.gov.uk; Hazelby Mark; ████████████████████████ Keane
Nick; acpo.advice@foi.pnn.police.uk; Meagan Mirza; Miller Darren;
neil.rhodes@lincs.pnn.police.uk; Pascoe Jayne; Quinton Paul;
rebecca.bradfield@homeoffice.gsi.gov.uk; Rupert.Chaplin@homeoffice.gsi.gov.uk;
Trevor.Adams@met.pnn.police.uk
Subject: Email from NPIA to ICO Agenda for SG 20101216

Dear all,

Please see attached the agenda for tomorrow's CrimeMapper SSG to be held at
14:00 in the Fielding room (F:130) which is located on the 1st floor, Fry
building in the Home Office (2 Marsham Street)

  <<2010-12-16 Agenda and Attendees-CM SSG 3-v_1.0-AS.doc>>
If there is anything I can assist with then please do not hesitate to contact
me.

Thank you and kind regards,

Amanda

Amanda Smith
PA to ACC Steve Mortimore
Policing Policy and Practice **Service** Director
CEO Directorate
National Policing Improvement Agency
1st floor, SW Quarter, Fry Building, 2 Marsham Street, London, SW1P 4DF
Telephone number: 020 3113 7443
Fax: 020 3113 7578
Blackberry: 07889 702 656
E-mail: amanda.smith@npia.pnn.police.uk
Web: www.npia.police.uk

CRIMEMAPPER STRATEGIC STEERING GROUP 2

Date: Thursday, December 16th 2010
Time: 14:00 – 16:00
Venue: Fielding Room, NPIA HQ, 2 Marsham Street, London SW1P 4DF

Invited Attendees

Core

ACC Steve Mortimore [SM]	NPIA, PPP Service Director (Chair)
DCC Neil Rhodes [NR]	Lincolnshire Police and ACPO Lead on Crime Mapping
Nick Deyes [ND]	NPIA, Head of Information and Comms
Gus Jaspert [GJ]	Home Office, Local Policing, Crime and Justice Unit
Rebecca Bradfield [RB] for Gus Jaspert)	Home Office, Local Policing, Crime and Justice Unit (dep.
Amanda Smith [AS]	NPIA, PA to ACC Mortimore (Sec.)

Tactical Advisory

Alex Edwards [AE]	NPIA, ICTS Business Advisor
Andrew Watson [AW]	MPS, Director of Security Standards and Architecture
Trevor Adams [TA]	MPS, Head of GIS Services
Meagan Mirza [MM]	ICO, Group Manager, Public Security Group
Gavin Stephens [GS]	Surrey Police, Ch. Supt.
Mark Wise [MW]	ACPO FOI CRU, Manager
David White [DW]	Essex Police, Web Managers Group
Mark Hazelby [MH]	NPIA, Marketing and Comms
Amanda Diggens [AD]	NPIA, Criminal Justice and Local Policing Unit

Advance apologies

Darren Miller [DM]	NPIA, ICTS Business Advisor (Dialling in)
Hannah Sharp [HS]	APA, Senior Policy Advisor
███████████	Home Office, Marketing and Comms (dep. for Jo Bray)
Rupert Chaplin [RC]	Home Office, Statistics

Agenda

Item	Content	Lead
1	Introduction, welcome and apologies	SM
2	Update on current Ministerial position and future developments	RB
3	ICO guidance and next steps	RB/JB
4	Progress Update	ND/AE
5	Governance and reporting	RB
6	Update on progress of Comms/Publication strategy	RB/JB/MH
7	AOB/issues of concern	SM

8	Time, date and venue of next meeting	AS

Next meeting: 11th January, 10:30 – 12:30

National Policing
Improvement Agency
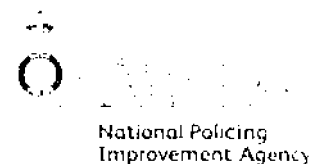
CRIMEMAPPER STRATEGIC STEERING GROUP 3

Date: December 16th 2010
Time: 14:00 – 16:00
Venue: The Fielding Room (F130), 2 Marsham Street, London SW1P 4DF

Attendees	Agency and Role
CORE:	
Steve Mortimore [SM]	NPIA, ACC, PPP Service Director (Chair)
Rebecca Bradfield [RB]	Home Office, Local Policing, Crime and Justice Unit
Hannah Sharp [HS]	APA, Senior Policy Advisor
Neil Rhodes [NR]	DCC, Lincs Police and ACPO Lead for Crime Mapping
Amanda Smith [AS]	NPIA, PA to PPP Service Director
TACTICAL ADVISORY:	
Alex Edwards [AE]	NPIA, ICTS Business Advisor
Darren Miller [DM]	NPIA, ICTS Business Advisor
Amanda Diggens [AD]	NPIA, Criminal Justice and Local Policing Unit
Andrew Watson [AW]	MPS, Director of Security Standards and Architecture
Trevor Adams [TA]	MPS, Head of GIS Services
David White [DW]	Essex Police, Web Manager Group
Paul Quinton [PQ]	NPIA, Research and Analysis Unit
Mark Hazelby [MH]	NPIA, Marketing and Comms
Meagan Mirza [MM]	ICO, Group Manager Public Sector Group
Mark Wise [MW]	ACPO FOI CRU Manager

Apologies	
Gus Jaspert [GJ]	Home Office, Head of Local Policing, Crime and Justice Unit
Nick Deves [ND]	NPIA, Head of Information and Comms
	Home Office, Marketing and Comms
Andy Campbell [AC]	NPIA, Criminal Justice and Local Policing Unit
	Home Office, Marketing and Comms
Bill Wear [BW]	Home Office, Marketing and Comms
Nick Keane [NK]	NPIA, Digital Engagement Business Advisor
Rupert Chaplin [RC]	Home Office Statistics
Gavin Stephens [GS]	Surrey Police, Ch Supt.

1. **Welcome, introductions and apologies**
   a. Each member of the group introduced themselves and received apologies were confirmed to the group.
   b. Steve thanked the group for their continued hard work and sticking to the tight January deadlines.
2. **Update on Minister for Policing – Rebecca Bradfield**
   a. RB advised that the meeting with the Minister last week went well, that he is pleased with the progress and appreciates the technical challenges.
   b. RB confirmed that there is an increasing level of interest in this project with No.10 and Cabinet Office expressing interest – it is likely this work will link to beat meetings and the wider accountability agenda although details will be worked through in early 2011.

RESTRICTED

c. Francis Maude has now appointed Dr. Keiran O'Hara to work on the Cabinet Office transparency/privacy review in early 2011.

d. Lord Wasserman has also expressed an interest in having a meeting in the New Year to get a briefing on CrimeMapper.

3. **DSA/DPA – Alex Edwards & Andrew Watson**

   a. ██ confirmed that the draft DSA/DPA was circulated at the last CrimeMapper SSG and feedback has been addressed.

   b. ACPO Data FOI Portfolio group provided very useful feedback and the DSA/DPA went to Ian Readhead this morning. DM and IR had a discussion with further changes to the document noted and further discussion to include AW needed. The deadlines on this one are particularly tight as forces will need to start uploading data on Wednesday 22nd and the DSA/DPA would need to be completed ahead of this.

   c. AW confirmed that Chief Constables are the data controllers and the National Police Databases board is the single point of contact for data controllers. The chair of ACPO Information Management (Ailsa Beaton) is also the chair of NPDB as the virtual single data controller in common voice - with authority to discuss issues and make decisions on behalf of data controllers. The model for the CrimeMapper DSA/DPA should be identical and parallel to the existing PND. As vice-chair of the NPDB, AW is able to review documentation for AW.

   d. AW stated that without a legal pathway the data controllers will not protected and must protect the information commission also. If Ailsa signs off the DSA/DPA, Chief Constables are still personally responsible for the sharing of their data and can withdraw data at any point. The NPIA would act as the agent that relates between the data controllers (CCs) and data processors (RKH)

   e. AW proposed sending a covering letter on the DSA/DPA to forces to make clear that Ailsa hasn't yet signed this off but that forces can upload data as it is in a secure area and not public area until the launch.

4. **PIA update – Rebecca Bradfield**

   a. The PIA follows ICO guidance and will cover the policy objectives, wider benefits, consultation to date and any emerging evidence alongside key privacy risks and the steps that have been taken to address them. It is not a mandatory document it is considered best practice. The PIA will be a live, not static document and can be refreshed and reviewed as necessary.

   b. The PIA will make clear that CrimeMapper is fulfilling a government commitment whilst ensuring we back by legal safeguards. This will be pitched at a national level – areas that wish to go further than the national standard will wish to consider whether they also need a locally developed PIA.

   c. The PIA will be circulated early next week ahead of Wednesday's force data upload deadline. RB confirmed that this is only the first iteration and that we can feedback on document a and content if local issues are not being addressed

   d. MW asked that we ensure it meets policing standards - particularly regarding the rights of victims and individuals.

5. **Data Upload/Snap Points – Alex Edwards**

   a. AE distributed screen shots detailing the change of icons since the last SSG and confirmed that the shapes on CrimeMapper will change based on the number of crimes at a snap point. DW asked if these screenshots could be sent to him to send to members of the National Police Web Managers Group. **ACTION 17: AE to send this onto DW for distribution on a restricted basis.**

   b. Post launch we can take and act on feedback

   c. PQ asked AE to clarify if this explained individual crime types and links into Home Office clarification list. RB stated she would check with Home Office statisticians and this can be worked on via the FAQ in the Comms subgroup. **ACTION 18:** RB/MH to discuss FAQ/Crime Types in Comms subgroup.

   d. AE confirmed that from April we may be able to improve snap points in areas such as parks once ordinance data is available. Forces can't remove snap points but can add extra and add explanations to snap points to ensure that information is clear to the public.

   e. DW queried if there is an easier way to add snap points and AE stated to put these in CSV files and send on – we will look at the possibility of automating snap points but not a prioirty currently.

6. Force Update – Amanda Diggens

   a. All forces now have technical access to upload and will receive passwords from RKH today.

   b. Deadline for population data from NP areas is the 15th of December – some Forces are restructuring their NPT's but all in hand.

   c. Team DB data is currently being updated – same information but now more prominent and front facing. The issue of privacy of officers was raised (eg: officers who may later work for covert units) and SM confirmed that forces submit the data and NPIA only use data on force website. Issues such as photos for NPT's is a force issue to manage. NPIA can only advise on best practice.

   d. AE confirmed with DW there are no changes to the 'XML' schema document (document which describes this data format of automatic feeds)

7. Crime Mapping research project update – Paul Quinton

   a. Publishing results of randomised 'Gold Standard' trial in January

   b. Peer review last week – results for which will be shared soon

   c. CM & NPT information improved perceptions of crime, no increase in fear of crime. Evidence for this can be used in the PIA

8. Other Issues – Steve Mortimore

   a. Crime Catagories/labels changes: The categories we have now must be used at the go live dates but we could look at the possibility of more specific categories at a later date – we are bringing these together to debate these if any changes are made.

   b. HMIC: will be undertaking data quality inspections for 2011 to look at recording of crime & geocoding.

   c. PSNI involvement: Jan 2011 – agreed that a meeting to discuss involvement would be useful.

   d. BTP involvement: discussion also needed as involvement is desirable but may not be feasible as unable to view underground maps on CM system – AW suggested the possibility of using the existing BTP crime network map.

   e. CJ Outcomes: further discussion in 2011 due to Ministerial interest in this.

   f. Flag indicator crimes: To record crimes such as graffiti/broken windows in an area) Some websites in place (eg: fixmystreet) which provide this already, and although this is a local authorities rather than police issue, this could be looked at in the future.

   g. Forces may want anonymised data back via API in the same way a member of the public can – these could be used for FOI data requests.

   h. MarComm sub-group meet Monday (RB, chair) and the toolkit has been circulated with the sub-group giving their thoughts. Home Office leading with NPIA support for launch plans and will send out Comms to Force SPOC's once launch dates are confirmed. **ACTION 19: ICO to be copied into this.**

9. Action Log

No.	Action	By Whom	Due Date	Status at 11/01/2011
1	SM and NR to draft a letter to all Chief Constables to accompany the Minister's letter	SM/NR	18/11/2010	Complete
2	Further comments on the draft ToR to be made to NL	All	29/10/2010	Complete
3	Circulate current crime categories and their subsets to the group for information	RB	18/11/2010	Complete
4	Circulate mock-ups of the potential look and feel of the site once developed	AE	18/11/2010	Complete
5	Test three algorithms in order to address the issue of where exactly a pinpoint may fall in the "Nearest Large Street" sanitisation option, and provide the group with scenarios for consideration	ND	18/11/2010	Complete
6	Confirm that exact launch date for the new iteration of the site	R	18/11/2	Ongoing
7	Clarify the ICO and Home Office position/agreement with regards to visual granularity of data as presented by CrimeMapper	RB/MM	18/11/2010	Complete
8	Devise a Communications and Publications plan for the project		18/11/2010	Ongoing
9	Ensure update communications sent out to Police Authorities	RB	18/11/2010	Ongoing
10	Draw up a clear list of benefits of the street-level development to be included in the Communications and Publication plan		18/11/2010	New
11	ICO draft guidance to be circulated to the group for feedback	RB/	22/11/2010	New
12	Draft DSA to be circulated to the group for comment	AE/	24/11/2010	Complete
13	Arrange test of MPS incident data with RKH	AE/TA	16/12/2010	Complete
14	Liaise with NR and SM to arrange their attendance at the Comms event on 13/12/2010		13/12/2010	Ongoing – event to be re-arranged for 2011
15	Draft Communications Strategy proposal to be circulated to the group for feedback by 25/11/20		22/11/2010	New
16	RKH to be invited to the January meeting	AS	11/01/2010	Complete
17	AE to provide a copy of the screen shots to DW to distribute to members of the PWMG	AE	11/01/2010	Complete
18	RB & MH to discuss CrimeMapper FAQ (specifically crime types after RB discussion with Home Office Stats colleagues) to ensure HO classification list linked in to CrimeMapper website	RB	11/01/2010	

National Policing Improvement Agency

No.	Action	By Whom	Due Date	Status at 11/01/2011
19	ICO colleagues to be copied into emails when CrimeMapper launch dates officially released	RB	Update for 11/01/2010	

10. Date, time and venue of next meeting
a. 11th January
b. 10:30 – 12:30
c. Conference room 13, Ground floor, Home Office (2 Marsham Street)

DRAFT

From: Smith Amanda [mailto:Amanda.Smith@npia.pnn.police.uk]
Sent: 10 January 2011 17:03
To: Deyes Nick; Edwards Alexander; rebecca.bradfield@homeoffice.gsi.gov.uk;
Gus.Jaspert@homeoffice.gsi.gov.uk; Meagan Mirza;
Stephens2076@surrey.pnn.police.uk; hannah.sharp@lga.gov.uk;
acpo.advice@foi.pnn.police.uk; neil.rhodes@lincs.pnn.police.uk; Adams Trevor;
Rupert.Chaplin@homeoffice.gsi.gov.uk; Quinton Paul;
david.white@essex.pnn.police.uk; ███████████████████████ Miller Darren;
Reay Bill; Diggens Amanda; Hazelby Mark; Andrew.C.Watson@met.pnn.police.uk
Cc: █████████████ Stephens2076@surrey.pnn.police.uk
Subject: Email from NPIA - Agenda for CM Steering Group 20110111

  <<2011-01-11 Agenda and Attendees-CM SSG 3-v_1.0-AS.doc>>
Dear all,

Please see attached the agenda for tomorrow's CrimeMapper SSG to be held on
Tuesday, 11th of January at 10:30 - 12:30 in Conference room 13, ground floor,
NPIA HQ, Home Office (2 Marsham Street)

You should have previously received an outlook invite from Nicola Lovett but I
have resent one from my outlook for your diaries. I would be grateful if you
could kindly confirm your attendance to ensure you are booked in with Home
Office reception, particularly due to the smaller room size for this meeting on
this occasion.

Copies of any appropriate papers will be made available at tomorrow's meeting,
but please do not hesitate to contact me for any further assistance.

Thank you and kind regards,

Amanda

Amanda Smith
Staff Officer to ACC Steve Mortimore
Policing Policy and Practice Service Director
CEO Directorate
National Policing Improvement Agency
1st floor, SW Quarter, Fry Building, 2 Marsham Street, London, SW1P 4DF
Telephone number: 020 3113 7443
Fax: 020 3113 7578
Blackberry: 07889 702 656
E-mail: amanda.smith@npia.pnn.police.uk
Web: www.npia.police.uk

CRIMEMAPPER STRATEGIC STEERING GROUP 2

Date: Tuesday, 11th January 2010
Time: 10:30 – 12:30
Venue: Conference room 13, Ground Floor, NPIA HQ, 2 Marsham Street,
          London SW1P 4DF

Invited Attendees

Core

ACC Steve Mortimore [SM]	NPIA, PPP Service Director (Chair)
DCC Neil Rhodes [NR]	Lincolnshire Police and ACPO Lead on Crime Mapping
Nick Deyes [ND]	NPIA, Head of Information and Comms
Gus Jaspert [GJ]	Home Office, Local Policing, Crime and Justice Unit
Rebecca Bradfield [RB] for Gus Jaspert)	Home Office, Local Policing, Crime and Justice Unit (dep.
Amanda Smith [AS]	NPIA, Staff Officer to ACC Mortimore (Sec.)

Tactical Advisory

Alex Edwards [AE]	NPIA, ICTS Business Advisor
Andrew Watson [AW]	MPS, Director of Security Standards and Architecture
Trevor Adams [TA]	MPS, Head of GIS Services
Meagan Mirza [MM]	ICO, Group Manager, Public Security Group
Mark Wise [MW]	ACPO FOI CRU, Manager
David White [DW]	Essex Police, Web Managers Group
Mark Hazelby [MH]	NPIA, Marketing and Comms
Amanda Diggens [AD]	NPIA, Criminal Justice and Local Policing Unit
Paul Quinton [PQ]	NPIA, RAI
Darren Miller [DM]	NPIA, ICTS Business Advisor
Hannah Sharp [HS]	APA, Senior Policy Advisor
███████████	Home Office, Marketing and Comms
Rupert Chaplin [RC]	Home Office, Statistics

Advance apologies

Gavin Stephens [GS]	Surrey Police, Ch. Supt.

Agenda

Item	Content	Lead
1	Introduction, welcome and apologies	SM
2	Update on current Ministerial position	RB
3	Data Processing Agreement	AE/ AW
4	Privacy Impact Assessment	RB / AW
5	'Go live' - Arrangements for system testing before 'go live'	SM/ RKH / GJ
6	Comms / Launch Update	RB

7	Data Upload o Snap points	AE
8	Force updates	AD
9	Other issues/AOB	SM
10	Setting 2011 meeting dates	AS

Next meeting: TBC at January meeting following discussion with CM SSG attendees