

17 December 2012

Your Ref:

Our Ref: 0864/12

Mr Alistair P Sloan
Request-138729-74b3d6b2@whatdotheyknow.com

Information Management
Police Headquarters
173 Pitt Street
GLASGOW
G2 4JS

Tel: 0141 435 1204

Fax: 0141 435 1218

Dear Mr Sloan

FREEDOM OF INFORMATION REQUEST REFERENCE NUMBER 0864/12

I refer to your request for information dated 17 November 2012, which was received by Strathclyde Police on same date.

I am writing to request information from the Chief Constable of Strathclyde Police pursuant to the provisions of the Freedom of Information (Scotland) Act 2002. The information I request relates to guidance issued to police officers.

I seek from Strathclyde Police the content of any documents issued to Police Officers which are designed to provide guidance on or instruction as to the investigation or management of the following:

- (a) Sexual Offences*
- (b) Missing persons*
- (c) public order offences*

All Strathclyde Police Policies are available on the Force Intranet Website for the information of Police Officers and Police Staff.

While there is an expectation that staff will follow the prescribed procedures, it is recognised that every eventuality cannot be covered and accordingly, officers will require to exercise their professional judgement and common sense. Any subsequent analysis of actions will be judged on the grounds of reasonableness in the light of all the facts and circumstances rather than solely on non-compliance with the relevant S.O.P. Where such discretion does not exist this will be clearly indicated.

Whilst memos are issued regularly with updates and departments may issue in-house guidance, this is all based around the Standard Operating Procedures for the Force, therefore, with regards to your request I have identified 6 documents which are relevant to your request, namely:

Multi-Agency Public Protection Arrangements – Offender Management SOP which is available on the Force Website at the following link.

http://www.strathclyde.police.uk/assets/pdf/40646/MAPPA_Offender_Management_SOP.pdf

The Victim Support SOP – a copy of which is attached.

The Lord Advocates Guidelines on Investigation and Reporting of Sexual Offences - available at the following link.

<http://www.crownoffice.gov.uk/sites/default/files/LA%20GUIDELINES%20ON%20SEXUAL%20CRIME%20REVISED%20NOV%202010.pdf>

With regards to the remaining 3 documents; Missing, Wanted and Found Persons, Abscondee and Escapees SOP, Public Order SOP and Sexual Crime Investigation SOP please note that I am still currently assessing these documents for suitability of disclosure and I will respond to you as quickly as possible.

I hope this information is helpful, however, if you are not satisfied with the way in which your request has been dealt with, you are entitled in the first instance to request a review of the decision made by the Force. Should you wish to request such a review, please write to Mrs Sheena Brennan, Information Manager at the above address within 40 working days of receiving this letter.

Once informed of the Review Panel's decision, if you are still not satisfied, then you are entitled to apply to the Scottish Information Commissioner within six months for a decision. Contact details are; Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS, telephone 01334 464610.

I would like to take this opportunity to thank you for your interest in Strathclyde Police. Should you require any further assistance concerning this matter please contact me directly on 0141 435 1204 quoting the reference number given.

Yours sincerely

Colette McFarlane
Freedom of Information Officer