

**Force Disclosure Unit**

Wiltshire Police HQ

London Road

Devizes

Wiltshire

SN10 2DN

Tel 101 ext 62005

www.wiltshire.police.ukdisclosure@wiltshire.pnn.police.uk

XXXXXX – by E mail

Date: 6th January 2022

Your ref: FOI

Our ref: FOI 2021 / 995

Reply contact name is: Nick Penny

Dear XXXXXX,

I write in connection with your request for information dated 28th November 2021 concerning Policies and Procedures.

I am required by the Freedom of Information Act 2000 to handle all requests in a manner that is blind as to the identity and motives of the requestor. Any information released as a response to a request is regarded as being published and therefore in the public domain without caveat.

Your request for information has now been considered and - having consulted our Policy & Media Teams - I am now able to respond as follows.

You wrote:

1. All policies and procedures pertaining to Police Misconduct
2. All policies and procedures pertaining to Conflict Management
3. All policies and procedures pertaining to Access to Service Instructions and Service Procedures
4. All policies and procedures pertaining to Service Policies
5. A list of all portfolios held by the force's Chief Officers (Assistant Chief Constable, Deputy Chief Constable and Chief Constable). If the force does not employ anyone ranked Assistant Chief Constable and above, please provide all portfolios held by the 3 highest ranked officers within the force.
6. All policies and procedures pertaining to Uniform Standards

If it is not possible to provide the information requested due to the information exceeding the cost of compliance limits identified in Section 12, please provide advice and assistance, under the Section 16 obligations of the Act, as to how I can refine my request.



INVESTOR IN PEOPLE

Our response:

Question 1

Wiltshire Police currently have 8 separate Policies covering Police Misconduct, copies of all of these are attached to this response.

References	FOI-2021-995-Q1-College-of-Policing-Code-of-Ethics
	FOI-2021-995-Q1-Business-Interests-Policy (ACPO)
	FOI-2021-995-Q1-Gifts-and-Hospitality-Policy
	FOI-2021-995-Q1-Police-Staff-Discipline-Procedure
	FOI-2021-995-Q1-Reportable-Associations-Policy
	FOI-2021-995-Q1-Reporting-Wrongdoing-Policy
	FOI-2021-995-Q1-Substance-and-Alcohol-Misuse-Policy
	FOI-2021-995-Q1-Unmanageable-Debt-Policy

You might also find the following link to the College of Policing APP Complaints and Misconduct Pages useful to you :-

<https://www.app.college.police.uk/app-content/professional-standards/complaints-and-misconduct/>

Question 2

The Wiltshire Policy policy relating to Conflict Management depends on whether you mean conflict management between staff OR conflict management between Wiltshire Police and the public.

Following our E mail conversation on 1st and 2nd December 2021, when I asked you to clarify what you were looking for in respect of this question, you stated that you wanted the relevant policies we hold that equated to the PSNI Conflict Management Manual.

Our Policy Team have confirmed that the following 5 policies meet your criteria here, copies of which are attached to this response.

References	FOI-2021-995-Q2-Use-of-Force-Policy
	FOI-2021-995-Q2-Body-Armour-Procedure
	FOI-2021-995-Q2-Personal-Protective-Equipment (PPE)-Procedure
	FOI-2021-995-Q2-Police-Attendance-and-Use-of-Restraint-Protocol
	FOI-2021-995-Q2-Spit-and-Bite-Guard-Procedure

You may also find the following link to the College of Policing Armed Policing Page useful to you :-

<https://www.app.college.police.uk/app-content/armed-policing/?s=>

Please Note :-

I do need to advise you that there are 3 other Force Firearms-related Policy Documents in existence, but these cannot be supplied to you as they are marked as Official Sensitive and

provide details of specific Police tactics and procedures. As such, the release of these documents is exempt from disclosure under the following exemption of the Freedom of Information Act :-

Section 31(1) – Law Enforcement

Section 31(1) is a prejudice based and qualified exemption, therefore the harm (prejudice) in disclosure should be evidenced and the public interest given.

Overall Harm

Although every effort should be made to release information under the Freedom of Information Act, to disclose this type of information could prejudice future law enforcement tactics and investigations.

Although there is public interest in the transparency of policing, which would provide assurance to the public that the police service is appropriately and effectively engaging the use of Firearms and our Armed Response Unit in the appropriate investigation of crime, this is countered by the need to protect any future law enforcement conducted by Wiltshire Police.

Furthermore, there is a very strong public interest in safeguarding the integrity of police investigations and operations, especially those related to the use of Firearms and our Armed Response Unit. This, in-turn, would reassure the public that the police are highly secure and would not disclose any information to the world, not just the requester, which may jeopardise law enforcement.

Public Interest Considerations

Section 31 – Law Enforcement

Factors Favouring Disclosure

The disclosure of this information in full would lead to a better-informed public and promote trust by demonstrating openness, transparency and accountability. In addition, the public are entitled to know how public funds are being spent, especially regarding the use of Firearms and our Armed Response Team.

Factors Against Disclosure

Disclosing this information in full would provide the world, not just the requester, sensitive information surrounding our Firearms Policy and the operational capacity and limitations of our Armed Response Unit. This could place Wiltshire Police's law enforcement, whether it be intelligence, integrity etc into jeopardy. It would also, arguably provide the criminal fraternity with specific knowledge which would assist them in avoiding detection and improve their criminal capabilities.

To disclose sensitive and operational materials into the public domain would highlight that Wiltshire Police does not take the security and integrity of law enforcement seriously, which would cause a large drop in public confidence. This, potentially, would lead to members of the public to not want to report incidents, which would lead to criminals not being detected and victims – potentially - being repeatedly targeted.

Balance Test

The above points highlight both the merits and issues with disclosing some of the requested information in relation to your Freedom of Information request. Overall the police service is charged with enforcing the law, preventing and detecting crime and protecting the communities we serve. Because of this, Wiltshire Police will not divulge any information if to do so would

prejudice our law enforcement capabilities and in turn lead to more victims of crime and offenders not being brought to justice. The public interest is very largely in favour of non-disclosure in full to ensure the capability of law enforcement of Wiltshire Police.

This would only be overridden in exceptional circumstances, which this Freedom of Information request is not.

Questions 3 and 4

Following our E mail conversation on 1st and 2nd December 2021, when I asked you to clarify what you were looking for in respect of this question, you stated that you wanted the relevant policies we hold that equated to the PSNI Corporate Policy Page.

Our Policy Team have confirmed that all of the Policies supplied to you within our answer to Q1 are applicable here, together with the following additional Policy (which is the Regulation 13 equivalent) which has also been attached to this response.

Reference FOI-2021-995-Q3-Q4-Special-Constable-Student-Officer-Procedure

Question 5

Wiltshire Police has a Chief Constable, Deputy Chief Constable and two (2) Assistant Chief Constables. The current responsibilities/portfolios for these roles are as follows :-

Chief Constable

- Police & Crime Plan Delivery
- Strategic Engagement
- Local Resilience Form (Chair)
- Wiltshire Criminal Justice Board (Executive Member)
- Health & Safety Committee (Chair)
- Joint Negotiating Consultative Committee
- Public Service/One Swindon (Board)

Deputy Chief Constable

- Chief Operating Officer
- Change & Performance
- Equality & Inclusion
- Information Management & Assurance
- Professional Standards
- Civil Litigation
- Ethics Lead
- Public Service Board (Chair)
- Diverse Communities Board (Chair)

Assistant Chief Constable 1

- Swindon Operations
- County Operations
- Specialist Operations
- CCC
- Citizens in Policing
- Crime Prevention
- CONTEST (Counter Terrorism) Lead
- Partnership Lead

Assistant Chief Constable 2

- HQ Crime
- Geographical Crime
- Crime Standards & Justice
- Intelligence & FAO
- Public Protection Department
- Major Crimes Investigation Team
- South West Forensics (Liaison)

Question 6

A copy of the Wiltshire Police Standard of Dress Policy is attached

Reference FOI-2021-995-Q6-Standard-of-Dress-Policy

Section 17 of the Freedom of Information Act 2000 requires Wiltshire Police, when refusing to provide information (because the information is exempt) to provide you the applicant with a notice which: (a) states that fact, (b) specifies the exemption in question and (c) states (if that would not otherwise be apparent) why the exemption applies. In accordance with the Freedom of Information Act 2000 this letter acts as a Refusal Notice for those aspects of your request.

Exemption applied:

Section 31(1) – Law Enforcement

I am satisfied that all the relevant information has been passed to me and been considered in the light of your request within the time constraints applicable under the legislation.

Wiltshire Police would like to thank you for the interest that you have shown in the Force.

Yours sincerely,

Nick Penny
Disclosure Decision Maker

Wiltshire Police offers a re-examination of your case under its review procedure.



Force Disclosure Unit

Wiltshire Police HQ, London Road, Devizes, Wiltshire SN10 2DN
Telephone 101 ext 62005

Freedom of Information Request Appeals Procedure

1. Who Can Ask for a Review

Any person who has requested information from Wiltshire Police, which has been dealt with under the Freedom of Information Act, is entitled to complain and request an internal review, if they are dissatisfied with the response they received.

2. How to Request a Review

Requests for review of a Freedom of Information request must be made in writing to the:

Force Disclosure Unit
Wiltshire Police Headquarters,
London Road, Devizes,
Wiltshire,
SN10 2DN

Email at disclosure@wiltshire.pnn.police.uk.

The reference number, date of the request and details of why the review is being requested must be included. Requests for review should be brought to the attention of the Force Disclosure Unit within 20 working days of the Force's response to the original FoI request.

3. Review Procedure

Receipt of a request for review will be acknowledged in writing to include confirmation of the reasons for the review. The review will be conducted by another Decision Maker, who is independent from the original Decision Maker. The Force Disclosure Unit will set a target date for a response. The response will be made as soon as is practicable with the intention to complete the review within twenty working days. In more complex cases the review may take up to 40 working days.

The Independent Decision Maker will conduct a review of the handling of the request for information and of decisions taken, including decisions taken about where the public interest lies in respect of exempt information where applicable. The review enables a re-evaluation of the case, taking into account the matters raised by the complaint.

4. Conclusion of the Appeal

On completion of the review the Independent Decision Maker will reply to the complainant with the result of the review. If the complainant is still dissatisfied following the review they should contact the Information Commissioner to make an appeal. The Information Commissioner can be contacted via the following details:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 01625 545 700
Fax: 01625 524 510
Email: mail@ico.gsi.gov.uk