



## Frequently Asked Questions for Partners

- **Partnership information forms: Do I need to get consent to submit information?**

No.

The information you share will likely be to safeguard a child or vulnerable adult or where you believe a crime has been committed. Guidance around information sharing will use the term 'substantial public interest', this covers a wide range of values and principles in relation to the public good, or what is in the best interest of society. For further information see:

<https://ico.org.uk/for-organisations/data-sharing-information-hub/sharing-personal-data-with-law-enforcement-authorities/#lawfulbasis>

- **I am worried that sharing this information will undermine/spoil the relationship with the person I am submitting information about?**

Information passed through the police systems are anonymised. Only a small number of vetted staff can see where the information came from. This is strictly controlled.

The information sharing form asks you about who else knows the information. This allows us to assess how widely known the information is and the 'risk' this may pose. Please write any concerns on the form. Ultimately our need to keep people safe and/or the gravity of the concerns may mean we need to take action based on the information provided, but we will minimise this wherever possible. Equally if there is a risk to others we may decide not to act and look for other means to confirm the information shared.

- **If I share this, will everyone know it was me who submitted it?**

Information passed through the police systems are anonymised. Only a small number of vetted staff can see where the information came from. This is strictly controlled. With a senior managers permission there maybe occasions we need to ask for this and come back to you, but it will be limited, on a need to know basis.

- **I have put this information on a referral, don't the police already know it?**

If the police have been informed via another means such as a phone call through 101 or 999 you do not need to submit an information sharing form.

We only need the information once. If you have missed some information or are not sure, please submit a form.

▪ **I don't know where to find the form?**

<https://www.safeguardingchildren.co.uk/professionals/one-minute-guides/intelligence-sharing/>

▪ **What information do the police need to know?**

We need information that supports our policing purpose, which includes (but not limited to):

- the prevention and detection of crime:
- apprehension and prosecution of offenders
- protecting life and property
- preserving order
- maintenance of law and order
- rendering assistance to the public in accordance with national police standards, policies and procedures
- national security
- defending civil proceedings
- any duty or responsibility of the police arising from common or statute law

Unfortunately, this is wide ranging but so is our role, it is about keeping the public safe.

▪ **I don't think what I have is useful/relevant...**

We will only record information on our systems if it meets a policing purpose and if we have a legitimate reason to do so. If in doubt send it in. In line with GDPR if we already know the information it will be deleted as a duplicate.

▪ **I didn't submit information as PC ....was at the meeting when I mentioned it**

Information needs to be shared in a timely fashion and shouldn't wait for a meeting such as MACE. It is essential the information contained with police systems is as accurate as possible. Therefore, you are the best person to provide this information as the Officer attending the meeting will most likely not be in possession of the full facts such as "who else knows this information". This could increase the risk of inaccurate or incomplete information being recorded, which is why we ask that you complete the form and submit to the police. We want to maximise the value of the information you provide.

▪ **I am sure the Police already know about this....**

If you are **sure**, then you do not need to submit a form. If there is doubt there are two options, submit on an information sharing form or check with a member of the local policing team or relevant Community Safety Hub officer.