

## PSNI STATEMENT OF ADMINISTRATIVE SOURCES

The following Table describe the administrative/management sources which the Police Service of Northern Ireland currently uses to produce its National Statistics and Official Statistics;

### 1. Statistical usage of our own organisation's administrative or management sources

Name/Title of Administrative Data Source	Name of overarching Administrative System (if different)	Main administrative purpose of this source/system	Geospatial Coverage	Title(s) of all Statistical Products derived from this Source
NICHE (a product specifically designed for police services to record and manage occurrences)		Custody processing, occurrence and case management	Northern Ireland	<ul style="list-style-type: none"> <li>- Recorded Crime</li> <li>- Domestic Abuse Incidents and Crimes</li> <li>- Hate Incidents and Crimes</li> <li>- Anti Social Behaviour Incidents</li> <li>- Drug Seizures and Arrests</li> <li>- Injury Road Traffic Collisions and Casualties</li> <li>- Discretionary Disposals for traffic offences</li> <li>- Statistics on the security situation</li> <li>- PACE Detentions</li> </ul>
Command & Control		Management of incidents reported to/dealt with by police	Northern Ireland	- Statistics on the security situation
Vehicle Procedure / Fixed Penalty Office (VP/FPO)		Processing of police issued fixed penalty notices	Northern Ireland	- Fixed Penalty Notices for traffic offences
Use of Force Management Information System		Recording of use of force by police	Northern Ireland	- Statistics on Use of Force.
STOPS		Recording of usage of police stop and search powers	Northern Ireland	- Statistics on Stop and Search incidents.

### 2. Statistical usage of other organisations' administrative or management sources

All of PSNI's National Statistics and Official Statistics are currently sourced solely from PSNI systems.

### 3. Detailed information about the Police Service of Northern Ireland's governance arrangements for its own administrative or management sources

Requirement	PSNI position
Arrangements for providing statistical staff (whether inside or outside the organisation) with access to administrative or management sources for statistical purposes	<p>Staff within the PSNI's Statistics Branch are given access to the NICHE system and to the PSNI's Command &amp; Control system after being appropriately vetted and trained. Access to these systems is controlled and auditable to ensure compliance with relevant legislation. Staff are also given access to data files which are extracted from these systems on a daily basis. Individual staff member's access to these systems is monitored and periodically checked by the PSNI's Data Protection Unit.</p> <p>A limited number of trained staff members have access to the Use of Force Management Information System and STOPS database.</p>

Requirement	PSNI position
Arrangements for auditing the quality of the original source data	<p>Key aspects of each crime and crime outcome on the Niche system checked for compliance with the Home Office Counting Rules for Recorded Crime. Additional data checks are run to ensure the internal validity and completeness of data for statistical purposes. The majority of all quality improvements are made to the original source data on Niche. We also conduct more detailed crime data quality audits on an ad hoc basis in line with Home Office data quality guidelines. Further details on these audits are available in Section 4.2 of the <u>Crime User Guide</u>. In addition, HMIC conducted an independent audit of PSNI's crime data quality in September 2014 and published its <u>findings in March 2015</u>.</p> <p>Similarly, with injury Road Traffic Collisions, the PSNI's Statistics Branch checks that the relevant details are submitted by the investigating officer for each injury collision identified on the PSNI's Command &amp; Control system. The details collated for each injury RTC are consistent with those collated in England &amp; Wales and various data quality checks are conducted in order to ensure these are accurate. Again, the majority of all quality improvements are made to the original source data on Niche.</p> <p>All data extracted from the Use of Force Management Information System and STOPS database are validated for statistical purposes through multiple data quality checks. Where necessary individual officers are contacted in order to complete validations of specific incidents.</p>
Procedures for handling changes, and possible discontinuities, in the underlying source data	As the data suppliers are within the same organisation, any change in police procedures or IT system is governed by internal PSNI processes. PSNI Statistics Branch is informed of any forthcoming IT changes that may affect the crime recording process. Similarly, any changes in IT requirements originating from Statistics Branch are submitted to the IT department for consideration and implementation where possible. In relation to crime recording the formal governance process for managing such changes is mainly through the PSNI's Crime Recording Working Group but they can also be addressed by the PSNI's Principal Statistician being a member of relevant change management steering groups.
Procedures for ensuring the security of the statistical processes which use administrative or management sources	The data source and any associated data files are held on secure servers within the organisation. These can only be accessed by relevant staff and are not transmitted outside the organisation.

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Last updated September 2015