

# **ANPR Advisory Independent Advisory Group**

## **(IAG) Terms of Reference**

The Chair of the ANPR Independent Advisory Board is the Biometrics and Surveillance Camera Commissioner for England and Wales.

### **SCOPE**

1. The ANPR Independent Advisory Group (IAG) will add value to the role of the National Police Chiefs Council (NPCC) National Portfolio Lead on Automatic Number Plate Recognition (ANPR) by offering challenge, guidance and comment on matters relating to privacy, legitimacy, transparency and the proportionate use of ANPR by Police and other agencies, other Law Enforcement Agencies and non statutory ANPR users.
2. The ANPR IAG does not and will not 'sign off' or approve any matter discussed or otherwise referred to them by the NPCC or any other party as the group will remain independent in its function. In addition, any position adopted by the IAG does not necessarily represent the views of all constituent members or their organisation.
3. To consider existing and future/proposed ANPR standards, policy and guidelines alongside privacy implications or issues, provide independent guidance and scrutiny and where appropriate make recommendation as necessary.
4. To consider privacy impact and value arising from the strategic development and operational use of ANPR and to understand and assess any reported benefit that this technology affords in relation to keeping people safe against the privacy intrusion it causes.
5. To assist in the transparent use of ANPR and offer guidance where considered appropriate to police, Police and Crime Commissioners and law enforcement agencies (LEAs) on how public confidence can be built through the lawful, ethical, proportionate and transparent use of ANPR.
6. To consider and provide guidance as appropriate on ANPR strategy including technological advancement, legal requirements and the proportionate and ethical management of data, including privacy implications.
7. To advise on academic study and best evidence in the use of ANPR, and to encourage the exploitation of opportunity for further research.

8. The scope of the ANPR IAG may from time to time be modified by the Chair in consultation with members of the group.

#### Composition

9. The group will be chaired by the Biometrics and Surveillance Camera Commissioner and a deputy may be identified from the group to cover unavoidable absence.
10. Membership of the group will comprise of people with representation from each of the following categories. Where stated the organisation will be invited to nominate a suitable person to the post.
11. Membership of the group may, from time to time, be amended by the Chair following consultation with its members. Each organisation may submit additional nominations for approval by the Chair.
12. Each organisation may appoint an additional person to deputise for their nominee in his or her absence.
13. The terms of reference and membership of the group will be subject to a review every year.
14. The Chair, following consultation with the group, may add to the membership of the Board or invite other individuals to serve on the Board for limited periods of time where additional skills, knowledge or experience are required.

#### Process

15. The Board shall meet at least twice per year and otherwise as required.
16. The Chair, following consultation with the group, may establish such other procedures as s/he considers appropriate for the effective conduct of the group.
17. In the interests of transparency and public accountability, the group will carry out its work as openly as possible, within the terms of the Freedom of Information Act 2000. Meetings will not be open to members of the public but minutes of the meetings may be published, subject to any redactions considered to be necessary with the agreement of the group.
18. Reports produced by the Board will be published in the public domain at the discretion of the Chair after consultation with the group.
19. Membership of the Board is unremunerated.
20. Administrative support for the Board will be the Chair's office. No budget is delegated to the Board.

## Conduct

21. The group members will at all times act ethically and in good faith keeping the privacy of citizens at the heart of everything they do. They will observe the highest standards of impartiality, integrity and objectivity in relation to the conduct of the group's business.

## Confidentiality

22. Members of the group accept that they will not disclose any information or documents presented to the group without the approval of the Chair where sensitivities are considered relevant. This includes any documents marked with any GSCP security classification (including RESTRICTED) or Government Security Classifications scheme (GCS) and the content of any discussions relating to such information. Members undertake not to make copies of any such documents, and to follow the advice provided by the Chair about the handling of such documents as necessary.

## List of current representation.

<b>Area of expertise</b>	<b>Person description</b>	<b>Nominated Authority</b>
Data Protection	A senior member of the Information Commissioner's Office	Information Commissioner
Biometrics and Surveillance Camera Commissioner	Senior member of the OBSCC	OBSCC
Human Rights	A senior member of the Equality and Human Rights Commission	Equality and Human Rights Commission
Civil Liberties	Representatives from bodies that can express concerns around privacy and community concerns	Liberty Big Brother Watch Talk about local
Local Authority	A senior manager experienced in the oversight of surveillance camera systems.	Local Government Association
Covert surveillance	A senior representative from the Office of	Chief Surveillance Commissioner

	Surveillance Commissioners	
Law Enforcement Agencies	Senior Representation	E.g. DVSA DVLA, HMRC Environment Agency
Representation from Industry	Motoring Organisation	AA RAC
Motor insurance Industry	Liaison officer	MIB
Strategic Roads Network	A senior representative from Highways England	Highways England
Academic Assessment		
Association of Police and Crime Commissioners	PCC representation	PCC
Home Office National ANPR standards for Policing	Home Office Technology Team	Nominated Person
Legal representation		
Police	The police nominated lead on ANPR.	National coordinator  Police Force representation
Digital Privacy	A representative from a body that can express concerns around privacy and data handling	Medconfidential