



**HEDDLU
GOGLEDD CYMRU
NORTH WALES
POLICE**

Response Date: 13/03/2026

2026/231 - DVDS (Clare's Law) Support and Safety Planning

Although excess cost removed the forces obligations under the Freedom of Information Act, as a gesture of goodwill, I have supplied information, relative to your request, retrieved or available before it was realised that the fees limit would be exceeded. I trust this is helpful, but it does not affect our legal right to rely on the fees regulations for the remainder of your request.

In response to your recent request for information regarding;

Under the Freedom of Information Act 2000, please provide information regarding support and safety planning offered following Domestic Violence Disclosure Scheme (DVDS / "Clare's Law") disclosures within your force.

Please provide the data for the most recent 12 months (or last financial year), plus if readily available at no extra cost, please also provide the same for the previous year. If you hold it in a different reporting format (calendar year/financial year), please use what you hold.

1) Volume of disclosures For each period, please provide:

- **Total number of DVDS applications received (Right to Ask),**

RTA requests (regardless of authorised or not) 1st January 2025 – 31st January 2025 – 774

- **and total number of proactive enquiries (Right to Know), if recorded.**

RTK requests (regardless of authorised or not, or whether proactive) 1st January 2025 – 31st January 2026 - 287

- **Total number of DVDS disclosures made (i.e., where information was disclosed).**

367 disclosures made.

2) Support offered at/after disclosure For each period, for people who received a DVDS disclosure, please provide:

- **Number and percentage who were offered referral/signposting to specialist domestic abuse support (e.g., IDVA service, local domestic abuse service, victim support), if recorded.**
- **Number and percentage who accepted that offer (or were referred), if recorded.**
- **Number and percentage who were successfully contacted/engaged by the support service following referral (if the force records this outcome).**

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- **If the force uses specific categories (e.g., IDVA, ISVA, Victim Support, MARAC referral, children's services, housing), please break the figures down by category as recorded.**

3) Safety planning / follow-up by police For each period, please provide (if recorded):

- **Number and percentage where a safety plan was completed/provided (or "safety advice" recorded).**
- **Average and median time from (a) application to (b) disclosure decision to (c) disclosure delivery.**
- **Number and percentage where there was any recorded follow-up contact by police within: 48 hours, 7 days, or 28 days after the disclosure (please provide whichever time bands you record). Please advise if this search will exceed the cost limit.**

Our information is set up and searchable for our policing purposes. To obtain the information in the format you have requested would involve manually reviewing each record on our force system. The cost of providing you with the information is above the amount to which we are legally required to respond i.e. the cost of retrieving the information exceeds the 'appropriate level' as stated in the Freedom of Information (FOI) Fees and Appropriate Limit regulations 2004.

Therefore, in accordance with the FOI Act 2000 the information you have requested is exempt under Section 12 (1), and this letter acts as a Refusal Notice under section 17 (5) of the legislation.

4) Recording and policy

- **Copies of any current force policy/SOP, guidance, or checklist used by staff that covers post-disclosure safeguarding, referrals, and follow-up under DVDS (redact names/emails if needed).**
- **The definition(s) or codes used on force systems to record: "support offered", "referral made", "referral accepted", "engagement/uptake", and "safety planning".**

Please find attached the force SOP for DVDS.

THIS INFORMATION HAS BEEN PROVIDED IN RESPONSE TO A REQUEST
UNDER THE FREEDOM OF INFORMATION ACT 2000, AND IS CORRECT AS AT 09/03/2026



**HEDDLU
GOGLEDD CYMRU
NORTH WALES
POLICE**

DOMESTIC VIOLENCE DISCLOSURE SCHEME

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STANDARD OPERATING PROCEDURE

Version No	Date	Author	Changes

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1. INTRODUCTION

DOMESTIC VIOLENCE DISCLOSURE SCHEME

The Domestic Violence Disclosure Scheme (the “DVDS”), also referred to as “Clare’s Law” was named after Clare Wood, who was murdered by her former partner in Greater Manchester in 2009. It provides a set of procedures that allows the Police to disclose information about previous violent or abusive offending where this may help protect their **partner** or **ex-partner**, and **any relevant children**, from violent or abusive offending.

Section 77 of the Domestic Abuse Act 2021 places the guidance for the DVDS on a statutory footing by imposing a duty on the Home Secretary to issue guidance on the DVDS to Chief Officers of Police and imposes a duty on the Police to have regard to the guidance when using the DVDS.

[Domestic Violence Disclosure Scheme Principles | College of Policing](#)

If any officer identifies that a person may be at risk of harm from domestic abuse by a new or ex-partner who has known history of violent and abusive offences, this process must be followed.

The Police have common law powers to disclose information, broadly where there is a pressing need to protect people. In this context, these powers form the basis of disclosures under the DVDS, meaning in practice that information can be shared about a person’s known history of violence or abuse, normally relating to previous convictions or charges, to members of the public where there is a pressing need for disclosure of the information to prevent further crime. The principal aim of the DVDS is to introduce recognised and consistent procedures for the exercise of this power in this context, to enable the Police to make a disclosure of information where it would protect a member of the public who may be at risk of harm from domestic abuse.

Critical to the success of the scheme is the need for ongoing safety planning throughout the process and the need for a formal risk assessment to be reviewed at every stage in the disclosure process, as this will inform the practical actions necessary to safeguard the potential victim(s), and any relevant children.

In line with the Domestic Abuse Act 2021, the DVDS guidance is now statutory (see [Domestic Violence Disclosure Scheme Statutory Guidance](#)).

Any Police force that considers deviating from this guidance should do so only on a case-by-case basis, ensuring that each decision is victim-led. Such deviations must be supported by clear and documented justification. In the event of a challenge, forces must be able to demonstrate that they considered the statutory duty and had specific, compelling reasons for not adhering to the guidance.

1.1 PURPOSE OF DISCLOSURE

The purpose of providing a disclosure to a person deemed to be ‘at risk’ is to protect them and provide them with enough information about ‘the risk’ so they can safeguard themselves, and any children.

The Guidance refers to the involved parties as A, B and C.

A – Vulnerable Person (often the person applying for information about their current or ex-partner)

B – Subject (the individual whose information will be disclosed)

C – Person reporting (an individual applying for information on behalf of another)

1.2 WHAT INFORMATION CAN BE DISCLOSED

Where a risk of harm is identified, and a decision is made to disclose information, then the wording of the disclosure will need to contain **sufficient information** to allow an informed choice to be made regarding their relationship or contact with the subject.

Sufficient information can include the circumstances in which a previous offence was committed. The disclosure must be accompanied by a robust and tailored safety plan.

It is important to consider the wider definition of domestic abuse and consider the relevancy of the history of the subject against circumstances of the applicant / affected person.

The DVDS does not limit itself to disclosing information that relates solely to violence or domestic incidents against a partner, a wide range of offences can be disclosed but it must be considered relevant and proportionate for the safeguarding of "A".

Offences against children CAN be disclosed under the DVDS providing that the information is relevant, and the disclosure is justified.

Domestic abuse is defined as

'...any incident or pattern of incidents of abuse between persons aged 16 years or over who are "personally connected" to each other. This goes well beyond intimate partner violence (IPV) in the home. Domestic abuse can be any of the following behaviours, and they can take place in any setting: psychological or sexual abuse; violent or threatening behaviour; controlling or coercive behaviour; economic abuse; psychological, emotional, or other abuse. This definition also recognises children as victims of domestic abuse in their own right when they see, hear, or experience the effects of it'.

For the purposes of this Act A's behaviour may be behaviour "towards" B even though it consists of conduct directed at another person (for example, B's child).

2. PURPOSE

This Standard Operating Procedure sets out the North Wales Police process to be followed when undertaking a disclosure request, with the aim of:

- Creating a robust process for dealing with applications.
- Ensuring those requiring disclosure receive it at the earliest opportunity.
- Standardise the process force wide.
- Ensuring North Wales Police are adhering to the Statutory Guidance.
- Developing consistent processes
- Incorporating a contingency where disclosure is no longer required or where the applicant cannot be contacted

3. TARGET AUDIENCE

This Standard Operating Procedure applies to those departments identified as having an active involvement in the DVDS process and should be used as a reference for the implementation of the process within North Wales Police.

4. RIGHT TO ASK & RIGHT TO KNOW PROCESSES

The scheme has two elements: the **“Right to Ask”** (RTA) and the **“Right to Know”** (RTK).

“Right to ask” is triggered by a member of the public applying to the Police for a disclosure. It allows an individual or relevant third party (for example, a family member) to ask the Police to check whether a current or ex-partner has a violent or abusive past. If records show that an individual may be at risk of domestic abuse from a partner or ex-partner, the Police will consider disclosing the information and that disclosure can be to the applicant.

“Right to know” is triggered by the Police making a proactive decision to disclose information to protect a potential victim(s).

This enables the Police to make a disclosure if they receive information about the violent or abusive behaviour of a person that may impact on the safety of that person’s current or ex-partner. This could be information arising from a criminal investigation, through statutory or third sector agency involvement, or from another source of Police intelligence.

4.1 RIGHT TO ASK (RTA) APPLICATION

Right to Ask applications will predominantly be received at the Force Control Room via 101, or Single On-line Home (SOH) submission. Applicants should be directed to the SOH where practicable.

The application will be tasked to MRU for a Supervisor to conduct a THRIVE assessment before allocating to a member of the team to complete the necessary Masterfile and Linking onto RMS.

I24 will then be tasked to conduct the research, to include PNC and PND before utilising the NICHE DVDS templates to document the research and identify the occurrence as a Right to Ask application. The task will be directed to a Divisional DVDS pot for allocation and progression.

4.2 RIGHT TO KNOW (RTK) APPLICATION

Right to Know applications differ in the sense that police, or partner agencies identify a risk to an individual involved in a relationship and therefore take a proactive approach to provide a disclosure for the purpose of safeguarding.

The most likely route will be via MARAC, where concerns are raised and a disclosure agreed. Divisional PVP will lead on the different stages of this application.

Alternatively, a DVDS RTK opportunity could be identified within the Central Referral Unit following the review of a CID16 / EOEL6 or consultation within MASH. In these scenarios, CRU will retain responsibility for conducting the necessary initial research prior to tasking Divisional DAO.

Police will lead on the disclosure; however, partner agencies would provide support where necessary.

4.3 ALL DVDS OCCURENCES - MASTERFILE AND LINKING

ALL DVDS APPLICATIONS, WHETHER THEY BE RTA OR RTK REQUIRE THEIR OWN OCCURRENCE, SEPARATE TO ANY PREVIOUS MARAC, CONCERN FOR SAFETY OR DOMESTIC INCIDENT. ALWAYS CREATE A NEW DVDS OCCURRENCE AND UTILISE ALL TEMPLATES.

The Masterfile and Linking process is applicable to all Right to Ask and Right to Know applications.

The guidance refers to the involved parties as A – the person who will receive disclosure, B – the person whose information will be disclosed, and C – an individual who applies for a DVDS on behalf of another.

For the purposes of linking involved persons, the following types are to be utilised.

Person A – VULNERABLE

Person B – SUBJECT

Person C – PERSON REPORTING

Any relevant child that is identified will be linked as “CHILD / YOUNG PERSON”.

4.4 REPORT OF DOMESTIC ABUSE WITHIN DVDS RTA REQUEST

If at any stage during the initial contact the Police believe that A or C is alleging a crime (e.g. a specific incidence of a violent or abusive act) rather than asking for information about the previous violent or abusive offending of B, then the Police must pursue the crime report under normal criminal investigation procedures, including the completion of a formal risk assessment (Domestic Abuse Stalking and ‘Honour’ Based Violence (DASH) assessment or the Domestic Abuse Risk Assessment (DARA)). However, it is possible for the procedures leading to a disclosure under this DVDS to run concurrently with a criminal investigation triggered by the allegation of the crime. The Police should continue a disclosure application where criminal investigations are in progress.

Where there is a clear report of a crime or physical abuse, a second ICAD will be required to pass to the relevant LPS Patrol to complete the necessary follow up. The initial DVDS report will still require progression, and the process completing for allocation to a Divisional DAO.

If there are non-specific references to emotional abuse, then it will be appropriate for the DVDS application to continue without the creation of a second incident. A Domestic Abuse Officer will then make initial contact within 10 days and discuss any safeguarding concerns and give consideration whether a criminal investigation is required.

If it is identified there is an immediate/imminent risk of harm to A, then ACTION MUST BE TAKEN IMMEDIATELY to safeguard those at risk, which includes any relevant children. The event should be brought to the attention of the FIM or Supervisor.

4.5 RTA APPLICATION – NOTHING TO DISCLOSE AT APPLICATION STAGE

It is identified that on occasion, there is no information held on police systems about the subject, and therefore no information to provide to the applicant. In the scenario that there

is no information to disclose and no safeguarding concerns identified, it remains necessary to ensure that the applicant is updated and appropriately signposted where necessary.

The occurrence should still be created and a record of that DVDS application made on NICHE with the use of the appropriate templates for recording purposes.

I24 will continue to endorse the EOEL with the appropriate research (referencing no data held) and application type template before tasking to the appropriate DAO pot for review, applicant update and occurrence finalisation, utilising the DVD Non-Disclosure Templates.

4.6 CRITERIA FOR DVDS NOT MET AT APPLICATION STAGE - RTA

It will be for Divisional DAO / Supervisor to determine whether the DVDS criteria information is met for disclosure, therefore occurrences are not to be filed at MRU / i24 stage if it is considered that the criteria is not met. There may be further safeguarding concerns that will need consideration and therefore these cases will require the review of a DAO prior to filing.

In this event, i24 researcher would still add research template with the appropriate research. The “Application Type” template will also be required before tasking to the Divisional DVDS pot.

4.7 FACE TO FACE MEETING / 10 DAY CONTACT WITH APPLICANT

The 10-day contact is only applicable to the RTA applications.

Home Office guidance states that “...following the initial checks, the Police decide that the disclosure application should continue, the person who made the application must, where possible, be seen either in person or using technology that enables a **face-to-face meeting** to take place at a time that is safe for them to do so.

This is to ensure that the request is;

- A) genuine and not malicious.*
- B) to establish further details about the application in order to further assess risk and to inform a decision around disclosure; and*
- C) to provide safety information and advice to safeguard A. The meeting should take place as soon as is practicable and, in any event, no later than 10 days after the initial contact.*

It is best practice that the applicant be seen face-to-face either in person or using technology that enables this, attempts should be made to facilitate this where practicable. In the event this is not possible, telephone contact may be used. The most appropriate method for contacting the applicant may be determined on a case-by-case basis. Appropriate safeguarding measures should be put in place regardless of the approach used, including ensuring identity is verified.

Email may be used to make arrangement for the initial 10-day contact but will not be suitable mechanism to adhere with the requirements.

4.8 MEETING THE REQUIREMENT FOR DISCLOSURE (RTA / RTK)

The guidance directs that Police should categorise the disclosure application (RTA or RTK) as either a “concern” or “no concern” before making the final decision for disclosure.

A “concern” occurs if A, and any relevant children, are at risk of harm from B, based on a balanced profile of B that takes into account the following factors:

- B has convictions for an offence related to domestic abuse and/or
- B is a serial perpetrator of domestic abuse; and/or
- there is intelligence known about the previous violent and abusive offending of B.

If following the initial contact, it is considered that there is no relevant information to disclose, for example if the applicant is aware of the information held on police systems, you can inform the applicant of this during the first contact. However, consider a further review of the information available based on what is discussed and ensure there is signposting and support in place. Also, if they are happy to be contacted via email or a letter then use the Home office Template provided.

[See Appendix – Letter to Applicant](#)

If no concerns are identified following a RTK referral, then there is no requirement to update the subject. However, the closure of the occurrence with the necessary templates is required.

4.9 CONSIDERATIONS FOR DISCLOSURE FOR ALL APPLICATIONS

The list of offences to consider is not exhaustive and consideration should be given to the affected person and the impact that the information will have on their circumstances. Each case will differ and therefore any disclosure should be tailored to the individual.

[\(See appendix – list of offences\)](#)

Engaging with the applicant and understanding their personal circumstance and what they know about the subject not only form part the on-going risk assessment but allows as a mechanism to understand what information is relevant to the individual to disclose.

While issues relating to substance misuse are not directly referenced, consider whether the information available places the vulnerable person, or their children at risk whether it is therefore necessary and proportionate to provide that disclosure.

Studies have identified that Police Forces have contrasting approach [No black and white answer about how far we can go](#), identified two contrasting approaches to the disclosure:

- ‘risk-averse’, where victims received minimal or no information about the criminal histories of their partners
- ‘permissive’, where victims received lengthy and detailed disclosures

The study showed a significant discrepancy in the way that Police forces understand and implement DVDS. **Detailed disclosures are more likely to reveal a pattern of the suspect’s behaviour and are more likely to resonate with victims.**

Factors to consider when drafting a disclosure:

- Any disclosure should be necessary, proportionate and justified for the prevention of crime to disclose information that would normally be kept confidential (article 8 HRA).

- Always balance the consequence of (B)'s information being disclosed against the nature and extent of the risks they pose to (A).
- Consider the extent of the information that needs to be disclosed and what details are required to take steps to protect (A).
- The wording should contain sufficient information to allow (A) to make an informed choice regarding their relationship or contact with (B).
- The disclosure should be relevant, including information which outlines the risks posed to the individual and children.
- **Having children present does not mean that a different process is required under "Child Safeguarding". The DVDS process is to be followed unless it is not considered to be appropriate.**
- Avoid using Police jargon, IP, DP, Suspect, AO etc. Be mindful that the disclosure is often provided to a member of the public who will not understand Police terminology, and as such will be less likely to appreciate the risks. The disclosure should be worded for understanding for the target audience.
- *Do not disclose* information from PND without understanding its true context. The Home force can provide further details to ensure that its accuracy can be properly assessed.
- *Do not copy and paste* from PNC – The disclosure document should not be lengthy and should not be a list of arrests/ convictions. The researcher should use their professional judgement to compile the disclosure document based on the information known and risks identified.

4.10 FORM OF WORDS

The initial research should be completed either by I24 (RTA), CRU Researcher (RTK via CRU) or DAO (MARAC RTK). The review and further research is undertaken by the Divisional DAO's and can be documented on the EOEL or a research document. Once the research is complete, the necessary template is added to the EOEL and the master task updated.

Despite there being no requirement for the form of words to be written or endorsed by an Inspector, the current process adopted within North Wales is for the form of words to be written by a PVP DI, or deputy.

The Form of Words are to be added to the Disclosure Document (Reports>PVP - DA & Adults at Risk).

4.11 ONGOING RISK ASSESSMENT

As part of the ongoing safety planning, the need for a formal risk assessment should be revisited throughout each stage of the DVDS process to ensure the vulnerable person is appropriately safeguarded.

Risk assessments should be revisited at each stage, to ensure that any emerging risks are promptly identified and addressed. Safety plans must be put in place as necessary. This includes referrals to specialist services, multi-agency arrangements and safeguarding authorities.

Risk assessments must be conducted for every Right to Ask application, regardless of whether there is information to disclose. A high percentage of domestic abuse incidents are never reported to the Police, so applicants may be at risk even if there is no Police information on their partners or ex-partners.

Should relevant children be identified as being at risk of Domestic Abuse, then this information is to be shared with the relevant partner agencies via a submission of EOEL6.

There is no requirement to deviate from the DVDS process if a child is present within the relationship setting.

4.12 MULTI AGENCY REFERRAL

Once it has been determined whether to proceed to a disclosure, best practice is that cases should be referred to a multiagency panel for any additional input or considerations about whether information should be disclosed, next steps for safeguarding the vulnerable person and any relevant children. If a multi-agency panel is used to help inform next steps, the final decision on whether disclosure should remain with the Police.

While it is recognised that this is best practice, it is understood that the logistics of facilitating a multi-agency engagement do cause delays in the delivery of the disclosure. Therefore, for standard and medium risk cases, it will not be necessary to delay the delivery of a disclosure for multi-agency approval. It is, however, imperative to consider the importance of partner agencies in assisting with disclosures for further support and safeguarding.

Applications which are considered high risk cases should be referred to a MARAC for information sharing and safeguarding. All outcomes for DVS RTK via the MARAC entry route will be subject to update and further discussion based on outcome and progress.

4.13 DELIVERING THE DISCLOSURE

For both RTA and RTK applications, the disclosure will be delivered by the **Police**, however other agencies can be involved in the delivery or be present such as an IDVA, Probation or support services.

The disclosure should be provided to the person(s) best placed to safeguard the person potentially at risk. It is important to note that in some instances this may require disclosing to someone other than the person potentially at risk, for example where there are concerns about mental capacity to understand the information being disclosed. The decision of who to disclose to will be determined based on the information gathered as part of the DVDS process and subsequent risk assessments.

It is recommended that the disclosure should be made in person, however the use of technology that enables a face-to-face meeting or telephone disclosure can be utilised under the “right to ask” applications if deemed the best approach for a case. Identity **MUST** be confirmed prior to the delivery of disclosure. Telephone disclosures are only to be utilised in exceptional circumstances and a rationale will be required on the EOEL.

For the “Right to Know” route a face-to-face disclosure should be considered as this information may be unexpected to the person requiring the disclosure.

In line with safeguarding procedures, it is essential that the disclosure takes place at a safe time and location to meet the specific needs of A.

Do not leave a copy of the disclosure document with the individual.

To ensure continued safeguarding, it is important to ensure that the recipient understands the disclosure, and what their response is to the information they have received. Consideration should always be given for an EOEL6 / EOEL7 for onward sharing should concerns be identified.

4.14 TIMEFRAMES

The maximum timescale for a DVDS investigation to be completed is 28 days from start to finish, unless extenuating circumstances exist which mean an extension is required and justified.

Stage	Right to Ask	Right to Know	Both Routes
Contact Made / Application received	Direct Information Received. Online or in person request	Indirect information received and intelligence checks conducted within 10 days	<i>Ongoing safety planning. and where necessary, full risk assessment</i>
Step 1 – Initial Contact Intelligence checks	Completed within 24 hours from initial contact made		
Step 2 – face-to-face meeting	Completed within 10 days from Initial Contact checks		
Categorising as a “concern” or “no concern”	Completed within 10 days from face-to-face meeting	Completed within 10 days from Initial Contact checks	
Disclosure of information	28 Days		

Delays can deter engagement and undermine the purpose of the DVDS. It is imperative to work proactively to complete disclosures ahead of the 28-day statutory deadline.

All applications that reach the 28-day point will require the review of a Detective Inspector who will endorse the EOEL with their review utilising the necessary template.

4.15 UNABLE TO CONTACT APPLICANT OR VULNERABLE PERSON

It is recognised that people disengage from the process, and DVDS applications remain open pending contact from an unwilling applicant. The below considerations are to be utilised for when applications can be closed where there is no engagement.

4.16 WHERE THE VULNERABLE PERSON CANNOT BE LOCATED OR CONTACTED

It will be for the Detective Inspector to determine and rationalise that the disclosure will not progress following no contact from the affected person.

- AT FACE-TO-FACE STAGE (WITHIN INITIAL 10 DAYS)**

Each case will be considered on its own merits. However, as a minimum there is a requirement for three separate attempts at different times of day (using work mobile rather than ringing off a withheld landline).

If there is no reply, then contact partner agencies, IDVA's and local intelligence officers, to make enquiries to establish whether the affected person can be located.

If after a further two attempts to contact, there is still no response, and you are satisfied that the person is safe and well (check contacts and sightings with partner agencies), the matter can be referred to the Divisional DI to review and provide rationale for closure.

- **AT DISCLOSURE STAGE**

If after **three** separate attempts at different times of day, to contact (using work mobile rather than ringing off a withheld landline) there is no reply then contact partner agencies, IDVA's and local intelligence officers, to conduct checks to establish where they can be located. The final decision can be passed to the Divisional DI.

4.17 WHERE THE VULNERABLE PERSON INDICATES THEY WISH TO DISENGAGE

The decision to end the application at this stage will require approval from the **Detective Inspector** and ensure direct contact with the vulnerable person has been established to assess risk and a rationale provided.

If the vulnerable person does not wish to receive DVDS disclosure, it cannot be forced upon them. There are occasions, particularly via RTK or third-party RTA that they did not initiate the process.

Consideration should always be given should they have children under 18 who may be impacted by any potential domestic abuse. If the subject has relevant Domestic Violence History, other violent offences, drug convictions or drink / drug / dangerous driving offences which give rise to concerns for the welfare of any relevant children, the consideration can be given to a child safeguarding disclosure. Complete an EOEL6 (or EOEL7 if a EOEL6 has been previously completed), and task for sharing and consideration of a child safeguarding disclosure to be completed.

4.18 CROSS BORDER APPLICATIONS

National Guidance references that there is a possibility that there will be applications that require the involvement of more than one Police force. In these scenarios, it is imperative that there are clear lines of communication between each force to ensure all enquiries are completed.

- **COORDINATING FORCE**

The Police force area where A resides will be the force that will be responsible for recording the application, conducting the risk assessment, and coordinating the relevant enquiries. This force will be required to complete the follow up contact.

- **RESPONDING FORCE**

The force area in which any party other than A lives. These forces will take responsibility for actions in relation to these parties. It will be necessary for the Responding Force to report back to the Coordinating Force with their findings and within agreed timescales.

All Police forces and agencies should work in close consultation to consider and address the risk posed in each case. Every effort should be made to reach an agreement between all force areas and agencies involved. In most circumstances, the Coordinating Force will determine whether a disclosure under DVDS is required as they will own the investigation.

- **MOVING WITHIN NORTH WALES**

Should the person at risk move to a different local authority area during the application process, the DVDS needs to be progressed by the original team who receive it; despite the victim now residing in a different geographical area. If a decision is made to disclose the information, the local DAO unit can be tasked to deliver the disclosure, however there may be consideration to retain the disclosure if a repour or engagement has been initiated with the original DAO contact.

4.19 FLAGS

At the conclusion of the DVDS process, a FLAG is to be added via the NICHE RMS occurrence profile for both parties (vulnerable and subject). New flags have been added to NICHE for “DVDS – Subject”, “DVDS (Victim Disclosure)”, “DVDS (Non-Disclosure)”.

5. NICHE TEMPLATES & DOCUMENTS

To ensure compliance with the Statutory Guidelines, North Wales Police will audit the process and adherence with the timescales utilising the NICHE templates. Strict compliance is required in recording each stage in the process. It is the role of the DAO Supervisor to ensure that the templates are used correctly. Failure to utilise the templates will result in an inaccurate data set.

([See – Guidance doc](#))

Further research is to be documented on the DAO research document.

([See – DAO Research document](#))

The final disclosure form of words is to be added to the updated Disclosure Document, found on NICHE. (Reports > PVP - DA & Adults at Risk).

([See – Disclosure Document](#))

6. MANGEMENT AND ESCALATION

Each Divisional PVP will be responsible for managing their own DVDS allocations.

The disclosure wording for a RTA application can be written and overseen by a DAO and supervisor, there is no requirement for the wording to be written by a Detective Inspector.

Divisional PVP Inspectors are to manage the overall DVDS demand and review each case that exceeds the 28 days. Support to be provided from other business areas should the DI be abstracted.

CRU will retain oversight of any RTA they identify via MASH to a point of delivery of disclosure.

DVDS figures and demand for each area to be discussed as part of daily PVP briefing. *Dashboard to be utilised once available.*

Strategic PVP will provide overview of DVDS demand.

DVDS monthly data is to be discussed at PVP Investigation Standards Board.

Increased demand or issues with managing DVDS workload to be escalated to SMT.

Staff from other businesses areas within Crime Services to be allocated DVDS cases to assist with demand (ADAPT / MOSOVO / CAI).

FIB to assist with research to support DAO role where demand / capacity conflict.

6.1 DOMESTIC ABUSE MATTERS CHAMPIONS

A Domestic Abuse Champion is an invaluable asset to the Force's ongoing improvement in service and commitment to protect and support all victims of Domestic Abuse.

It is recognised in North Wales Police that providing prompt and effective disclosures in response to a DVDS application provides the best opportunity of engagement. Therefore, operational and deployable DA Champions can be utilised for the delivery of disclosures where there is an operational requirement to assist with divisional DAO demand.

Provide details of DA Matters Champions for allocation

7. ADDITIONAL INFORMATION



RTK Flowchart.pdf



RTA Flowchart.pdf



DVDS Initial
request.pdf

8. APPENDIX

Non-disclosure letter



Non-disclosure
letter

List of offences



DVDS - List of
Offences

DAO Research Document



DVDS - Blank
Research document

Disclosure Document



DVDS - Blank
Disclosure Template