

Performance Indicators in Fulfilling Statutory Information Requests – Reporting Period 1st April 2022 – 31st June 2022

Freedom of Information Requests

Below are some performance indicators on the number of requests received under the Freedom of Information Act 2000 and our compliance with statutory response timescales. Although FOI requests do not concern the compliance with handling personal data, these figures are relevant to demonstrate our overall compliance with statutory information requests that are of interest to the ICO.

Reporting year	No. of FOIs received during reporting period	No. of FOIs completed during reporting period*	No. of FOIs completed within the statutory timescale	No. of open FOIs (2022-23 spreadsheet)	No. of open FOIs (2021-22 spreadsheet)	No. of overdue FOIs (provided from Oct 2019 onwards)	Percentage compliance rate within the statutory timescale
Apr-Jun 2021	302	78	41	-	262	-	52%
Jul-Sep 2021	253	210	84	-	314	372	40%
Oct-Dec 2021	316	328	115	-	431	392	35%
Jan-Mar 2022	309	340	136	-	386	349	40%
Total for the Year	1,180	956	376	-	-	-	39%
Apr-Jun 2022	279	471	195	68	99	128	41%
Total for the Year	279	471	195	-	-	-	41%

Please Note: Figures for **Number of open FOIs** and **Number of overdue FOIs** are as of 5th July 2022.

Please Note: **No. of FOIs completed during reporting period*** includes overdue FOIs from the previous financial year 2021-22. All overdue FOIs from the 2020-21 financial year are now completed and the spreadsheet was closed in April 2022.

Progress Towards Achieving Backlog of Information Sharing Agreements

There are 125 ISAs awaiting action (not yet started or existing ones requiring review). The breakdown is provided below.

All 115 ISAs listed by the DPO and provided to the CDU, have now been reviewed and most of them are either already logged on IKEN, or duplicates. Therefore, these are already included in the figures below. There were 56 potential news ones which have now been added these to the figure for 'New - not yet started' which now makes that figure 109.

Civil Disclosure are reviewing all the ISAs to determine the last communication/correspondence. This is to help identify which ones maybe dormant and no longer required. The review is 50% complete and once completed, CDU will update the status of each case file.

	Jan-Mar 2021	Apr-Jun 2021	July 2021	August 2021	September 2021	December 2021	Jan-Mar 2022	Apr-Jun 2022
Existing ISA's to be reviewed								
Review Required	16	16	16	16	16	16	16	16
New Template Required	17	17	17	16	17	17	17	17
New ISA's/Queries								
Not yet started	40	40	52	109	113	113	113	118
With Business Area	36	36	36	36	38	38	38	38
With CDU Decision Maker	12	12	12	12	13	13	13	13
With Lawyer/DPO/IAO	5	5	6	6	10	10	10	10
ISAs that have been cross referenced with DPO list status to be updated				33	33	33	33	33
Items on DPOC waiting list	115	115	115	0				
ISAs that have been cross referenced			33					
Already logged, but unsure if duplicates			26					
Potential New ISAs			56					

Subject Access Requests

Individuals have the right under the data protection legislation to request their personal data. These numbers report of valid requests only and discounts those that were not validated (ie. no ID received, fee not received under DPA 98, nor scope of request defined).

Reporting year	No. of SARs received during reporting period	No. of SARs completed during reporting period	No. of SARs completed within the statutory timescale	Percentage compliance rate within the statutory timescale
Apr-Jun 2021	96	113	49	43%
Jul-Sep 2021	73	94	53	56%
Oct-Dec 2021	73	93	41	44%
Jan-Mar 2022	107	95	52	54%
Total for the Year	349	395	195	49%
Apr-Jun 2022	98	87	37	42%
Total for the Year	98	87	37	42%

Rectification and Erasure Requests

Individuals have the right under the legislation to request the rectification of their personal data and to request the erasure of their personal data (also known as the 'right to be forgotten').

Reporting year	No. of valid requests received during reporting period	No. of requests b'fwd from previous quarter	No. of requests completed during reporting period	No. of requests to carry forward to next period	No. of requests completed within statutory timescale during reporting period	Percentage compliance rate within the statutory timescale responded to during the period
Apr-Jun 2021	9	5	14	0	13	93%
Jul-Sep 2021	9	0	8	1	8	100%
Oct-Dec 2021	8	1	8	1	8	100%
Jan-Mar 2022	8	1	9	0	9	100%
Total for the Year	34		39		38	97%
Apr-Jun 2022	10	0	8	2	7	87.5%*
Total for the Year	10	0	8	2	7	87.5%

*Equates to one application that was not identified as a formal request as it was part of a PSD then OPFCC complaint. Once received by Information Management the request was dealt with within usual timescales.

Other Information Rights Requests

Individuals have other rights under the data protection legislation, these include: the right to restrict processing, the right to data portability, the right to object to processing, the right to object to automated decision making and the right to complain to the Information Commissioner.

These rights are exercised less often than the aforementioned rights, further information is provided below:

Complaints made by data subject to the Information Commissioner's Office (ICO)

During the latter quarter of the reporting period, there were **4 complaints** made to the ICO by a member of the public in relation to the handling of their personal data or processing of their information rights (3 SAR related complaints, and 1 rectification related complaint).

Other Information Rights

Other than the aforementioned subject access requests, rectification and erasure requests and the right to complain, we have received **5 complaints** directly from the data subject with regards to the handling of their data (3 are also being investigated as security incidents, 2 are related to SARs).

Independent reviews

The DPO conducts independent reviews when individuals ask for them. This sometimes alleviates individuals from complaining to the ICO. This quarter there have been **3 independent SAR reviews**. **There have been no independent reviews of Rectification and Erasure requests** conducted in the last quarter.

Reporting year	No. of complaints from ICO	No. of Complaints from data subject	No. of SAR independent reviews	No. of REC & ERA independent reviews
Apr-Jun 2021	1	1	0	0
Jul-Sep 2021	3	1	2	1
Oct-Dec 2021	1	2	1	0
Jan-Mar 2022	1	1	0	0
Total for the Year	6	5	3	1
Apr-Jun 2022	4	5	3	0
Total for the Year	4	5	3	0

Personal Data Breaches

The following data breaches have been received for the reporting period. These are confirmed data breaches and do not include those reports of data breaches that have been discounted following further investigation.

Reporting year	No. of confirmed personal data breaches reported	No. of breaches reported to the ICO	No. of breaches where we've notified data subjects
Apr-Jun 2021	56	1	2
Jul-Sep 2021	65	1	1
Oct-Dec 2021	73	3	3
Jan-Mar 2022	115	1	1
Total for the Year	309	6	7
Apr-Jun 2022	173	1	1
Total for the Year	173	1	1

Progress Towards ICO Recommendations

This section reports on progress towards the completion of recommendations NYP accepted to implement following the ICO consensual audit in July 2019. The report will not include recommendations issued and actioned prior to July 2019, but instead will include recommendations issued as a result of data breaches, complaints made to the ICO and the ICO audit recommendations since July 2019.

Source of ICO recommendation	No. of recommendations	No. completed or rejected	No. outstanding
Following hard copy book data breach (outcome Aug 19)	7	7 completed	0
ICO audit (Jul 19)	53	40 completed (increase of 1 since last report)	13 in progress
Following disclosure of report breach (outcome Dec 20)	7	7 completed	0
Following disclosure of information to an employer (outcome Jan 21)	5	5 completed	0
Following disclosure of inaccurate DVDS notice (outcome Feb 21)	7	7 completed	0
Following Clearview AI incident (outcome Jan 2022)	0	2 completed	0
Following postal charge sent to nominal's previous address incident (outcome Jan 2022, inc reported 2 nd Nov)	3	0	3 in progress

Following an incident of verbal disclosure by Officer disclosing the home address of a victim/suspect affecting one individual (outcome Jan 2022)	5	2 (increase of 2 since last report)	3 in Progress
Following incident whereby driver was convicted twice of an offence (outcome March 2022)	3	0	3 in progress
Following incident whereby 3 laptops containing IIOC were misplaced (Outcome April 2022)	3	0	3 in progress
Following incident of unauthorised disclosure of allegations to family members (Outcome May 2022)	3	0	2 in progress

Progress Towards Achieving Backlog Activities Relating to Data Protection Legislative Reform

The Deputy Data Protection Officer (fixed term for 21 months) post which is the dedicated resource to handle backlog activities, became vacant in November 2021 and therefore there has been little progress on backlog activities since then. There is 7.5 months remaining on the contract. **A successful candidate has been identified and has been offered the role. They are currently going through vetting.**

The first half of the contract focussed on picking up the remaining DPCs and bringing them to completion, alongside assisting the Records Compliance Manager with records management backlog activities. The second half of the contract, once the new Temporary Deputy DPO is in post, will focus on other data protection related matters and assist the Information Security Officer with information security related backlog work. This report updates IAB on the work outstanding to satisfy the various compliance activities:

Source of backlog activity	No. of controls	No. of controls completed or rejected	No. of controls outstanding
ICO self assessment toolkit	241	209 (increase of 1)	32
APP College of Policing data protection standards	42	41	1
NPCC data protection controls	78	73	5
RSM internal audit report	44	39 (increase of 1)	5

Actions identified in internal information asset audit	435	345 (increase of 4 since last report)	90
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Some of the controls from each source may overlap.

Training Compliance Rates – NCALT Managing Information Module

The latest report (5th August 2022) on NCALT completion rate shows the completion of the **Managing Information** package which was due for mandatory completion by 26th July 2019, now stands at:

Managing Information – Operational **94.01%** (an increase of 2.34%)

Managing Information – Non-operational **84.41%** (a decrease of 0.56%)

Average across the organisation: **91.73%** (an increase of 1.64%)

Number of employees still to complete the module: **259** (a decrease of 55 since last report)

Information Management will continue to send IAOs extracts from the report pertaining to their employees who have not completed the module, to give the extra push for completion.

Information Management are also querying whether the FRS completion data will be reflected in these reports going forward and have been advised this will be encompassed in the report as soon as access to the MLE is granted to FRS staff.

The national Managing Information e-learning package is being updated and will account for data recording, sharing, and handling in three specific sections.