

Due to time constraints at the Strategy and Performance Board held on 7 June 2021, there was a reduced agenda and some reports were to be circulated following the meeting for comment. The Police and Crime Commissioner stated at the meeting that reports not discussed at the meeting would be collated and sent to Gwent Police for a response. Please find a list of these questions below:

*Please note once completed this document will be published on the Office of the Police and Crime Commissioner's website alongside the minutes of the meeting to evidence that scrutiny.

<u>Report Title</u>	<u>Question/Comment</u>	<u>Force Response</u>
Collaboration Update - Executive Summary of Operational Areas	After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.	None required
Joint Strategic Risk Management Framework	We noted that no changes had been made to the Risk Management Strategy during its annual review and as such, no further comments have been made.	None required
Hate Crime Monitoring Report – Bi-Annual	After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.	None required
Annual Report on Data Quality in relation to crime and incidents	After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.	None required
HR Strategy Annual Report 2020/21	After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.	None required
Learning and Development Strategy		None required

Annual Report 2020/21	After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.	
Information Management Compliance Annual Report 2020/21	A lot of positive work ongoing in this area:	Not applicable
	Is there a particular area that sees more FOI requests submitted than others? Could some information be provided about trends and has consideration has been given to publishing any additional information to try and reduce demand?	FOI demand analysis provided
	Can the force confirm compliance with the Publication Scheme requirements?	The Disclosure Log, detailing previous FOI requests forms part of the wider force Publication Scheme. When the Force transferred over to the Single Online Home platform, access to the Publication Scheme changed since the national enabling programme (NEP) are administrators of the new site. It was necessary to train Disclosure Staff in the use of the Content Management System which would then give them the ability to upload documents into the Disclosure Log. This training was undertaken in May 2021 and six staff were trained. An additional resource has been identified within the Disclosure Team and recruitment is underway. It is envisaged that the additional capacity will allow the latest demand for the Disclosure Log to be addressed.
	Firearms Licensing – is there a timescale for completion of the ongoing work to improve this area?	Latest situation report and timeline: This work is being progressed at pace with the recent appointment of a Police Inspector to oversee.
	Data Breaches – was there a type of data breach e.g. sending emails to the wrong person, that was the most common and can anything be done to mitigate?	From DPO: The main type of data breach is sending the wrong information either to the wrong person as the result of autofill in the recipient box in outlook or including information pertaining to another person in an e-mail/letter to the correct intended recipient. Unfortunately, these breaches are often

		<p>as a result of human error. To address this; forcewide and specific messages have been provided to provide guidance around checking e-mail addresses and content before sending e-mails and hard copy correspondence. Recommendations have also been made around clear desks polices so that individuals are only dealing with one case at a time to reduce this risk.</p>
	<p>What was the force compliance rate with the annual data protection refresher training?</p>	<p>From L&D: The Managing Information NCALT package only needs to be completed once, current figures show 896 have completed which equates to 29% of the organisation. Mandatory training now features on performance development reviews in order to apply management scrutiny to completion rates.</p>
<p>Corporate Communications Strategy Annual Report 2020/21</p>	<p>After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.</p>	<p>None required</p>
<p>Connect Gwent - Annual Performance Report</p>	<p>After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.</p>	<p>None required</p>
<p>Procurement Strategy Annual Report</p>	<p>After review by the Office of the Police and Crime Commissioner, the report was deemed to be satisfactory and no additional comments were raised.</p>	<p>None required</p>