

INFORMATION DISCLOSURE

1 APRIL 2019 - 31ST MARCH 2020

Number and Compliance Rate (%)

Disclosure Type	Performance Indicator	April	May	June	July	August	September	October	November	December	January	February	March
<b>Subject Access Requests</b>	One calendar month	26(100%)	25 (100%)	27 (100%)	34 (100%)	19 (100%)	22 (100%)	26 (100%)	23(100%)	13 (100%)	23 (100%)	21 (100%)	31 (100%)
<b>Freedom of Information</b>	21 Days	114 (98%)	92 (98%)	103 (95%)	91 (98%)	94 (95%)	70 (90%)	98 (94%)	80 (97%)	49 (95%)	118 (98%)	78 (100%)	44 (85%)
<b>CAFCASS</b>	Stage 1: 5 wkg days Stage 1/2/2a: 10 wkg days Stage 2b: 15 wkg days	58 (100%)	35 (100%)	40 (100%)	74 (100%)	87 (100%)	76 (100%)	80 (100%)	59(100%)	71 (100%)	84 (100%)	115 (100%)	16 (100%)
<b>RTC Disclosure</b>	20 days (MIB only)	53 (n/k)	9 (n/k)	No data	129 (n/k)	67 (n/k)	80 (n/k)	61 (n/k)	54 (n/k)	62 (n/k)	51 (n/k)	48 (n/k)	52 (n/k)
<b>CICA</b>	30 & 60 days	66 (100%)	58 (100%)	54 (100%)	58 (100%)	58 (100%)	44 (100%)	59(100%)	52 (100%)	48 (100%)	53 (100%)	56 (100%)	27 (100%)
<b>Court Orders</b>	10 days	42 (110%)	45 (100%)	58 (100%)	65 (100%)	53 (100%)	46 (100%)	61 (100%)	51 (100%)	39 (100%)	63 (100%)	43 (100%)	39 (100%)
<b>Data Protection (S29/S35)</b>	No specific time	10 (n/k)	14 (n/k)	15 (n/k)	12 (n/k)	12 (n/k)	13 (n/k)	4 (n/k)	3 (n/k)	20 (n/k)	30 (n/k)	28 (n/k)	29 (n/k)
<b>Legal Aid</b>	Asap	No data	No data	No data	No data	No data	No data	No data	No data	No data	No data	No data	No data
<b>CLPD</b>	Three working days	53 (n/k)	53 (n/k)	43 (n/k)	55 (85%)	54 (90%)	37 (80%)	48 (62%)	50 (62%)	50 (100%)	37 (100%)	49 (100%)	38 (100%)
<b>Safeguarding</b>	10 working days	n/a	n/a	n/a	n/a	n/a	n/a	n/a	185 (n/k)	186 (n/k)	202 (n/k)	203 (n/k)	201 (n/k)

Notes

<p>FOI compliance – Since November all Police forces have been required to provide the National Police Chief Council monthly statistics relating to FOI compliance. This follows concern by the Information Commissioners Office over Law Enforcement Agencies non-compliance in this area. Gwent has consistently met the target of 90% of requests processed within 20 days (save for March 2020 when it was 85% which was attributable to the Covid-19 outbreak).</p>
<p>Road Traffic Collision Disclosures. Requests fall into five main categories: Motor Insurance Bureau (disclosures for untraced drivers); Appendix D (validating insurance claims); Search requests (Insurance claims); 3rd Party requests; Other (primarily requests for OIC reports). There is key performance indicator for the MIB requests of 20 days. All other requests are dealt with subject to demand and capacity. A backlog occurred during the course of the reporting period (June) whereby cheques were returned by the bank due to issues regarding a change in Payee Details. This resulted in a number of cheques having to be returned to payers, along with a request for a replacement cheque. This added work created a backlog of work. The department has now removed the backlog however this continues to be a high demand area of work for requests that are not assessed as business critical. Finance have now added in a BACS payment option for RTC payments, meaning the department can offer that service as an alternative to cheque payment, to increase workflow.</p>
<p>Court Orders. Performance remains consistent throughout the year, maintaining 100% compliance. Increases in demand coincide with school holiday periods.</p>
<p>Legal Aid is now dealt with via the Subject Access Request process. This was a change implemented by the Legal Aid Agency. Therefore, this dataset can now be removed from the report as we make no distinction between SARs that are for Legal Aid. This is due to the fact that requestors do not have to specify the purpose of their request when submitting a SAR.</p>
<p>Common Law Police Disclosures – A local key performance indicator was set in June for this element of work. Prior to that period, requests were dealt with subject to demand and capacity.</p>
<p>Safeguarding checks. These were previously undertaken by the PPU Central Referral Unit. In December 2019 this work transferred over to Information Services, along with the appropriate resources.</p>