



**Derbyshire
Police and Crime
Commissioner**

Protecting Communities,
Fighting Crime

The Office of the Police and Crime
Commissioner for Derbyshire
Butterley Hall, Ripley
Derbyshire DE5 3RS

T: 0300 122 6000

F: 0300 122 7797

E: pccoffice@derbyshire.pnn.police.uk

10 February 2020

By email:

Dear

FOI 62/2019

I write in connection with your request for information processed under the Freedom of Information Act 2000 and received in the Office of the Police and Crime Commissioner for Derbyshire on 30 December 2019.

In answers to your request please see the following:

1. Please can you send me a copy of the current subject access request acknowledgment AND response letter that you use.
Please see attached.
2. A copy of the last 5 DPIAs completed.
Please see attached. On the whole the OPCC doesn't process large amounts of personal data full stop and even less that would constitute 'likely to result in high risk' that would fit the description of the ICO's checklist for needing a DPIA. However, a DPIA has been undertaken for the processing we carryout for casework, complaints, appeals and information requests to ensure any personal data risks have been considered and mitigated against as appropriate.
3. A copy of any internal mandatory information governance training that you give to staff which was written in the last 2 years including presentation slides and videos and any other media.
No information held. All mandatory training is run by Derbyshire Constabulary through the College of Policing.
4. Instructions given to staff to reduce data security breaches.
Please see attached.
5. Environmental impact policies.
No information held.
6. Risk rating.
No information held. We do not apply a risk rating as such. What we do is follow the ICO guidance which states that we need to establish the likelihood and severity of the resulting risk to people's rights and freedoms. If it's likely that there will be a risk then we would notify the ICO, if it's unlikely then we wouldn't report it but it would still be logged on our internal OPCC breach spreadsheet.

If you are not satisfied with our response to your request, under Section 17 of the FOIA of the FOIA you are entitled to ask for an internal review of our decision. Any internal review needs to be submitted within two months of the date of receipt of this response and state why you are unhappy with the response. You can submit an internal review in the following ways:

- * emailing the OPCC Inbox –
PCCOffice@Derbyshire.PNN.Police.UK or;
- * writing to the OPCC at –
The Office of the Police and Crime Commissioner for Derbyshire
Butterley Hall
Ripley
Derbyshire
DE5 3RS
By phone – 0300 122 6000 (as a reasonable adjustment under the Equality Act 2010).

If you are not satisfied with the outcome of the internal review under Section 50 of the FOIA you can apply directly to the Information Commissioner (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the internal review procedure provided by the OPCC. You can contact the ICO in the following ways:

- * online at the ICO –
<https://ico.org.uk/global/contact-us/> or;
- * writing to the ICO at –
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely

A handwritten signature in cursive script that reads "Marie Romano". The signature is written in black ink on a white background.

Marie Romano
Head of Compliance
On behalf of the Police and Crime Commissioner

