

LEDS OPEN SPACE ACTION LOG – 26/02/2019 v2.2

#	Action	Deadline	Status	When from?
Audit and Inspection – future discussion papers				
1	HO to share list of LEDS users with group.	WS3 dec'18	Complete. Artefact 1	WS2 Oct'18
2	Next stage of inspection regime to be shared with the group.	WS4 feb'19	Proposed Complete. Inspection is included in the Governance update paper. Previous comments. Bring updated inspection discussion paper back into WS4 together with paper on progress on the inspection regime. Action 2,3,6,7,9	WS2 Oct'18
3	HO to map out different regulatory bodies that will cover LEDS and how this will work with different regulatory processes.	Mar'19	Ongoing this needs to be written after the programme board. This to be included within the updated inspection discussion paper back into WS4 together with paper on progress on the inspection regime.	WS2 Oct'18
Audit and Inspection – Final output from process				
4	HO to clarify if user such as probation services would have access to LEDS.	WS3 dec'18	Complete: Artefact 2	WS2 Oct'18
5	HO to confirm if there will be access controls for LEDS users in the police for searching family information for example.	WS4 feb '19	Complete: Artefact 5 The answer is contingent on the approval of the audit system. HO to provide an update in Workshop 4.	WS2 Oct'18
6	HO to think about right body to run inspection regime taking into consideration different bodies discussed at the workshop.	WS4 feb'19	Proposed Complete. Inspection is included in the Governance update paper. Bring updated inspection discussion paper back into WS4 together with paper on progress on the inspection regime.	WS2 Oct'18
7	HO to use existing Inspection examples to create LEDS Inspection process.	WS4 feb'19	Proposed Complete. Inspection examples to be discussed with inspectorate as part of commissioning the inspection regime for LEDS.	WS2 Oct'18

			HO has created candidate template inspection processes based around current examples and will incorporate into inspection paper.	
8	HO to ask group for recommendations on required record keeping for new data added to system.	Complete	Proposed Complete. Artefact 8. As new data sets are added into scope the HO to ask the Open Space for recommendations on record keeping. Links to Actions 21 and 32	WS2 Actions
9	HO to consider and come back to the group on whether there should be an annual report on the stats of use of the system.	WS4	Proposed Complete. Paper on governance describes proposed annual reports. HO is committed to producing annual statistics and will bring back to the group suggested statistics as part of the Updated inspection process paper	WS2 Actions
Code of Practice – future discussion papers				
10	HO to produce report on what defines an entity on system & session to be held on this at future workshop.	Mar'19	Ongoing. This will be defined in a separate note. Bring back updated Code of Practice paper and paper on progress on Code of Practice together with what is an entity for WS4. Action 10,11,12,14, 15 will be included in combined paper.	WS2 Actions
11	Code of Practice must include a mechanism for how it will be updated, on what basis including responses to inspection regime.	WS4 feb'19	Proposed Complete. Paper on Code of Practice submitted with mechanism. Bring back updated Code of Practice paper and paper on progress on Code of Practice together with what is an entity for WS4	WS2 Actions
12	HO to review all recommendations for Purpose Statement & Commitments and update Code of Practice paper accordingly.	WS4	Proposed Complete. Paper on Code of Practice submitted. Recommendations reviewed and paper updated. Recommendations were worked into an updated paper and this paper is being circulated amongst operational groups. Bring	WS2 Actions

			back updated Code of Practice paper and paper on progress on Code of Practice together with what is an entity for WS4	
13	HO to bring conversation of Public Consultation on Code back to the group.	Q4 2019	Proposed Complete. Paper on Code of Practice submitted need for consultation accepted. HO is now planning to open the consultation up to the public in addition to the formal consultation. Nearer the time the Open Space will be able to input into the proposed format of consultation questions.	WS2 Actions
14	HO to look at accessibility of the Code and providing hard copy information to users.	WS3	Complete. Commitment contained within the paper on the Code of practice. A limited number of hard copies of the Code will be produced.	WS2 Actions
15	HO to review if Code will include governance outline e.g. who to go to with whistleblowing concerns.	Complete	Complete. Code of Practice will include a section on whistleblowing concerns. A request for this has been shared with the drafters of the Code and a commitment for this will be included in subsequent Updated Code papers brought back to Open Space. The Code of Practice will contain details on the establishment of local whistleblowing arrangements. The existence of the local whistleblowing arrangements will be inspected against. There will be references to National arrangements for whistleblowing contained in the Code.	WS2 Actions
Data Sharing – future Discussion Paper				
16	HO committed to providing provocation paper on data sharing in LEDS, including but not limited to the types of data shared and sharing of data with 3rd parties.	WS5	Ongoing. Substantive discussion on data sharing and Example of Data Sharing Agreement and Paper will be produced for WS5	WS1 Actions

17	Further conversations needed on data sharing and data input to LEDS from external sources.	WS5	Ongoing. Substantive discussion on data sharing and Example of Data Sharing Agreement and Paper will be produced for WS5	WS2 Actions
18	Discussion needed in data sharing conversation on how data is shared, if standards for data quality can be enforced on data from external sources & how this data could get on LEDS.	WS5	Ongoing. Substantive discussion on data sharing and Example of Data Sharing Agreement and Paper will be produced for WS5	WS2 Actions
Data Quality – future Discussion				
19	HO to clarify level of accuracy of Data through the new Data Quality Dashboard and to share the Data Quality definitions. These will feed into the Data Protection Impact Assessment (DPIA).	WS2 and WS3	Complete. Discussion of impact of data quality. Complete. Anonymised copy of dashboard has been shared and the six measures of data quality described.	WS1 Actions
20	Review missing commitment re. inputting data.	WS5	Ongoing. Following the Data Quality update in WS2. HO to provide update on data quality failures by omission of data by WS4	WS2 Actions
21	HO to share prioritised list of operational impact assessments for new LEDS data sets and capabilities.	WS4	Ongoing. Re-planning nearly complete however this will not be signed off until March 2019. Following the completion of the re planning exercise in Jan 2019. The HO will share prioritised operational impact assessments for new capabilities.	WS1 Actions
22	HO to share blank copy of dashboard.	WS3	Complete. Artefact 3	WS2 Actions
Data Governance – future Discussion				
23	Paper on governance to be brought back to a future workshop.	WS3	Complete. Initial paper on governance and substantive discussion at workshop 3.	WS2 Actions
24	HO to explain governance around data onboarding.	WS5	Ongoing. For information paper being drafted following WS3 discussion on governance.	WS2 Actions

25	Ensure governance of LEDS is a key topic in workshop 4 covering future service/capability & future engagement on this area too and will be threaded throughout the other workshops	WS3	Proposed Complete. Discussion planned for WS4. Initial Governance paper will be discussed in WS3 and kept updated	WS1 Actions
Operational – Governance				
26	HO to provide explanation of how decision is made as to what data is kept/isn't and what the process is.	WS5	Ongoing. Subject to Retention project and custody image review. Within the operational environment decisions are taken to save and delete data. HO to provide an update paper for information.	WS2 Actions
Project Delivery				
27	Home Office to share high level view of recommendations from the Delivery Review to Open Space participants.	WS3	Complete. Artefact 7.	WS2 Actions
28	Governance: group want to see which powers have reviewed system.	Mar 2019	Complete for Audit and System Demo Artefact 9. Ongoing for Architecture. Ongoing: Compiling lists of groups that have reviewed Audit, System Demo and Architecture	WS2 Actions
Open Space Process				
29	To avoid the possibility of discussions in the Open Space being derailed at a late stage the HO to engage with relevant non-CSO actors early to avoid those last-minute amendments.	Complete	Complete. Input to and Output from Open Space fed through governance. Governance paper includes measure for how to ensure this risk does not occur. Home Office to maintain engagement with non-CSO actors over the outputs from the Open Space.	WS1 Actions
30	HO to add headline issues to the timelines that are being discussed with law	Mar 2019	Ongoing. Pending the outcome of the March Programme Board.	WS1 Actions

	enforcement organisations and any other organisations and circulate to CSOs.		NLEDP re-planning will be complete by Jan 2019 and the timeline will be constructed then. It will be circulated prior to workshop 4.	
31	Discussion to be had at future workshop on HO decision-making for what's included on system.	Mar 2019	Ongoing. Pending the outcome of the March Programme Board. Proposal for how this engagement might occur to be tabled at WS4. This sits with action 30.	WS2 Actions
32	HO committed to giving early warning to this space if Automatic Facial Recognition (AFR) and other areas are due to become part of Law Enforcement Data System (LEDS).	Complete	Complete. Artefact 8. Potential new data sets will be communicated to the Open Space along with the rationale for their retention.	WS1 Actions
33	Involve to follow up with Defence Lawyers & Law Enforcement organisations.	Ongoing	In progress. Links with action 30	WS1 Actions
34	Request from group for ongoing process where group knows they can raise and discuss set issues in the longer term.	Complete	Proposed Complete. Discussion at Feb 2019 workshop. Achieved through Involve reaching out to Membership.	WS2 Actions
35	Involve & HO to link up with Aerospace Defence Security Space (ADS) process.	Complete	In progress	WS1 Actions
36	HO to share with CSOs list of competent authorities they are discussing LEDS with before next workshop and explain levels of access for those on the list.	WS3	Complete: Artefact 1	WS1 Actions
37	HO to share with CSOs a list of business services accessible through LEDS before next workshop.	Mar 19	Ongoing. Pending the outcome of the March Programme Board. This will be shared as a for information paper following completion of the re-planning exercise in Jan 2019	WS1 Actions

38	HO confirmed they will provide visual representation of system to CSOs.	WS2	Complete	WS1 Actions
39	HO confirmed that they will provide progress document to detail timeframes on the whole programme.	WS3	Ongoing. Pending the outcome of the March Programme Board. Update provided to the effect that programme is being re-planned and therefore timeframes will only be possible after Jan 2019.	WS1 Actions
40	HO need to check how they can share data types but will review and follow up.	WS5	Ongoing. This update paper will be shared following drafting and internal validation of the data types paper.	WS1 Actions
41	Share slides with attendees.	WS2	Complete	WS1 Actions
42	Share “who else needs to be in the room?” criteria for CSOs to review & feedback on.	WS2	Complete	WS1 Actions
43	Discussion to be had at future workshop on what data should appear on screen for users.	Ongoing	The timing for the next system demonstration to the Open Space and this discussion to be taken after planning is complete in Jan 2019	WS2 Actions
44	HO to bring new system prototypes to future workshops to review again.	Ongoing	Ongoing. HO commits to bringing prototypes back to future workshops. Following planning complete in Jan 2019 a timeline for these prototypes will be shared.	WS2 Actions
45	HO come back to how fingerprint match will be highlighted on LEDS.	Ongoing	Ongoing. HO commits to providing this information.	WS2 Actions
46	Home Office (HO) to arrange demonstration of the high-level architecture and prototype for new system for civil society organisations (CSOs).	WS2	Complete	WS1 Actions
47	HO to look into how new system will impact officer decision-making and therefore training.	WS5	Ongoing. The Home Office will table a training paper by WS5 meeting	WS1 Actions
Update Papers or for information				

48	HO to provide clarity on what from LEDS is/isn't evidence.	Mar 2019	Ongoing. Evidential paper to be agreed in Mar 2019. This paper to be circulated to Open Space.	WS2 Actions
49	HO to provide explanation of what "intelligence" covers.	Feb 2019	Ongoing. Intelligence paper to be agreed in Mar 2019. This paper to be circulated to Open Space.	WS2 Actions
50	HO to share with group when/how person record created.	Mar 2019	Ongoing. PNC and PND to be agreed in Feb 2019. This paper to be circulated to Open Space.	WS2 Actions
51	HO to share number of records on PNC & PND now.	WS3 and WS4	Partially Complete PNC records Artefact 6. The number of PNC records (see notes below). PND records needs further work to agree a useful definition of a record	WS2 Actions
52	HO to share outputs with CSOs from other impact assessment discussions.	Apr 2019	Ongoing. Information being compiled	WS1 Actions
53	HO to share law enforcement mission statements with CSOs.	Apr 2019	Ongoing. Information being compiled.	WS1 Actions

Substantive Open Space Action Log notes

Action 4: Open Space Members asked for the Home Office to clarify if user such as probation services would have access to LEDS.

Her Majesty's Prison and Probation Service (HMPPS) have limited access to the Police National Computer (PNC). There are PNC terminals located in most Prisons for the use of staff, other prisons share this access. Prison Staff use the terminals predominately to gain information of previous convictions on newly sentenced or remand prisoners for categorisation, allocation and Home Detention Curfew (HDC) risk assessments. However, HMPPS is also authorised to obtain from the PNC the previous convictions and warning signals for all serving prisoners in order to inform any assessment of risk which supports critical HMPPS business.

The National Probation Service, part of HMPPS, do not have direct access to the PNC for probation work. The NPS gain PNC related information via the police. This is a well-established arrangement and ensures that the required information is accessible to the National Probation Service. The current access for Probation will be transferred into LEDS.

Action 51: HO to share number of records on PNC & PND now.

The number of person records on the PNC is 12.6 million. However, this includes people who may be included in one (or more) of five categories as below.

The largest category is offence processing which includes people with criminal records, but also those with pending prosecutions and people whose only entry within this category is for a single arrest or series of arrests.

Wanted Missing category includes those being sought in connection with a criminal matter or those declared as missing where there is an accepted concern for welfare.

Disqualified drivers category includes those with a criminal record for driving offenses and those who have accumulated sufficient points on their licence to warrant disqualification.

Firearms certificate holders category include current and some former and holders and applicants for licenses.

Operational information category. Information held on an individual that does not meet the threshold for prosecution

TOTAL	Offence Processing	Wanted Missing	Disqualified Drivers	Firearms Certificate Holders	Operational Information
12,616,809	11,492,393	167,259	153,269	1,176,214	343,574

There is no equivalent of a single person record on the PND. The way in which PND stores the information means that frequently information about an individual person might be stored more than once. Work is required to define and agree a meaningful answer.