

Corporate Services

General Data Protection Regulation (GDPR)

22nd March 2018



Agenda

- **Brief background and current areas of risk**
- **Current situation**
- **Members' role**
- **Training**
- **Next steps**
- **Looking further ahead**

Brief Background

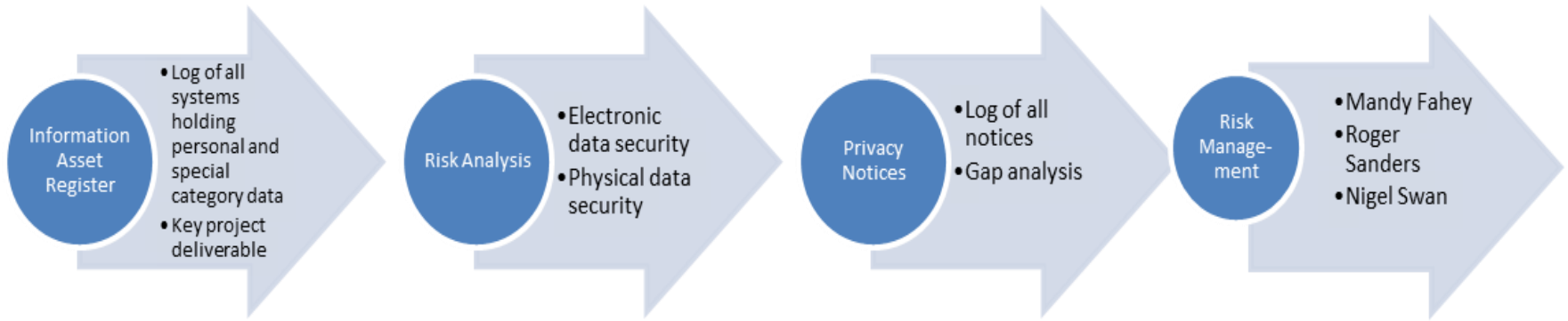
- **The key purpose of the GDPR project is to assess the new legislation and its impact on Rushmoor Borough Council, determine what gaps there are in current and future required systems and seek to implement those systems, based on their level of risk.**
- **We have established a project team to manage this important and high-risk project, in addition to a council-wide GDPR working group**
- **We have carried out a council-wide audit of our information systems to check whether our policies and all our systems and processes comply with the GDPR.**
- **We are identifying and categorising risks and are putting in place an action plan to rectify the highest risk areas.**

Areas of Risk

- **Current approach to accessing internal systems and associated governance**
- **Paper records and storage**
- **Special category data – now identified what it is and where it is held**
- **Use of unsecured channels e.g. Gmail**
- **Risk Mitigation Plan has now been developed and is evolving – have started to implement some areas**

Current Situation

Work to date



Members' Role in GDPR

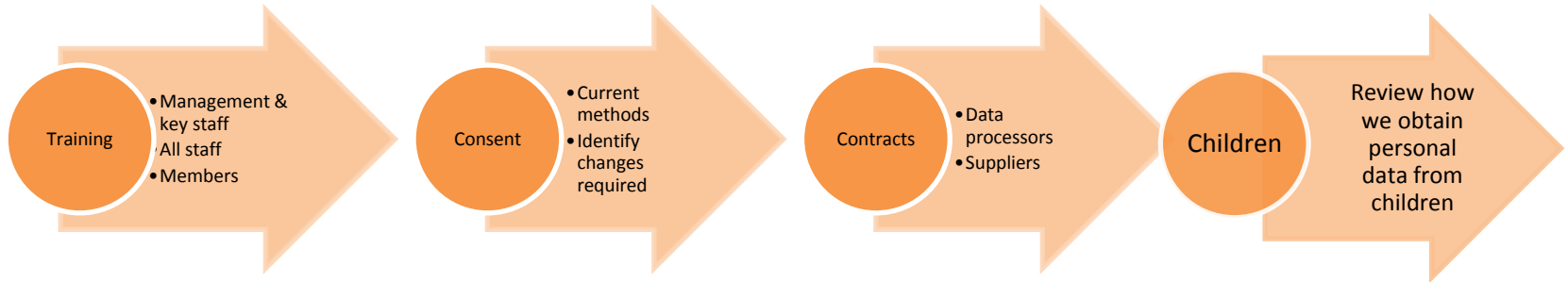
- Questionnaire will be distributed to members to find out what personal data members process, how it is stored, with whom it is shared ...
- Members will have 2 roles:
 - As a member of the council or a committee
 - A representative of residents when dealing with issues or complaints

Training

- **All members of staff will be trained on GDPR - managers and those who handle and process data will have an extra level of training**
- **There will also be tailored training provided for all members, over a couple of sessions – afternoon and evening potentially**
- **This will take place in the next municipal year**

Next Steps

Next steps



Looking further ahead

- **How to comply and show compliance with the enhanced right of individuals**
- **Privacy by design**
- **Appointment of Data Protection Officer**

Questions/Comments

