

Report to:	Audit and Governance Committee	Date of Meeting:	Wednesday 16 December 2020
Subject:	Amended Data protection and confidentiality policy		
Report of:	Executive Director of Corporate Resources and Customer Services	Wards Affected:	(All Wards);
Portfolio:	Regulatory, Compliance and Corporate Services		
Is this a Key Decision:	No	Included in Forward Plan:	No
Exempt / Confidential Report:	No		

Summary:

The report seeks approval from Members of the attached Council Data Protection and Confidentiality policy.

Recommendation(s):

Members are requested to:

- (1) Approve the revised policy attached

Reasons for the Recommendation(s):

In accordance with the accountability principle under Article 5 of the General Data Protection Regulation and DPA 2018, the Council must put in place appropriate technical and organisational measures to meet the requirements of accountability. Adopting and implementing a data protection policy is one of those measures.

Alternative Options Considered and Rejected: (including any Risk Implications)

The Council, as a data controller, is obliged to comply with the accountability principle.

What will it cost and how will it be financed?

(A) Revenue Costs

There are no direct financial implications arising from this report.

(B) Capital Costs

There are no capital costs arising from this report.

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets):
Legal Implications:
Equality Implications: There are no equality implications.

Contribution to the Council's Core Purpose:

Protect the most vulnerable: Not applicable
Facilitate confident and resilient communities: The guidance will ensure that the public are aware of the re-use of public sector information in Sefton.
Commission, broker and provide core services: Not applicable
Place – leadership and influencer: Not applicable
Drivers of change and reform: Not applicable
Facilitate sustainable economic prosperity: Not applicable
Greater income for social investment: Not applicable
Cleaner Greener: Not applicable

What consultations have taken place on the proposals and when?

(A) Internal Consultations

The Executive Director of Corporate Resources and Customer Services (FD.6204/20) and the Chief Legal and Democratic Officer (LD.4396/20) have been consulted and any comments have been incorporated into the report.

(B) External Consultations

None

Contact Officer:	Catherine Larkin
-------------------------	------------------

Telephone Number:	0151 934 3286
Email Address:	catherine.larkin@sefton.gov.uk

Appendices:

Appendix 1. Revised policy document.

Background Papers:

There are no background papers.

1. Introduction/Background

In accordance with the accountability principle under Article 5 of the General Data Protection Regulation and Data Protection Act 2018, the Council must put in place appropriate technical and organisational measures to meet the requirements of accountability. Adopting and implementing a data protection policy is one of those measures.

The attached policy was first created in January 2014. It has subsequently been reviewed a number of times and will continue to be on an annual basis.

The recent revisions include details of the enforcement action the ICO may take against a data controller, including the fines which may be imposed; details of the criminal offences under the DPA 2018, payment of the Data Protection fee and additional information on the Council's Information Governance framework.

2. Recommendation

Members are asked to approve the policy and its latest revisions.