

ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS:

<p>Contribution to the Council's Corporate Priorities/ Objectives</p>	<p>Priority: People This priority focuses on enhancing the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</p> <p>Corporate Objective: Maintain our core services to a good standard and ensure high satisfaction with the council as measured through the biennial Residents Survey.</p>
<p>Consultation:</p>	<p>This report seeks to invite the Corporate Business Scrutiny committee to take up an assurance role within the governance of Data protection and Information Security.</p> <p>Corporate Management Team and Heads of Service have been consulted in the preparation of the action plan and audit.</p>
<p>Legal:</p>	<p>Failure to meet the requirements of the Data Protection Act is illegal. It impacts the reputation of the Council and the Information Commissioner's office will issue fines in the event of DP breaches as well as public decision notices.</p> <p>A failure to guard personal data may result in identity theft.</p>
<p>Financial:</p>	<p>None</p>
<p>Human Resource:</p>	<p>The HR policy template will be used for all elements of the policy development. HR will be fully involved in the production of the policies.</p> <p>All policies will be progressed through the Local Joint Panel and endorsed by the HR Committee.</p>
<p>Risk Management:</p>	<p>In order to ensure compliance with the DP Act the Council needs to have: a clear policy framework, guidance in place for all customers, staff and members to ensure safe information management; clear governance; embedded risk assessment and review processes and complete the Data Protection action plan.</p>