

**CABINET**  
**4 OCTOBER 2022**

**DATA PROTECTION POLICY**

**Cabinet Member:** Cllr Clive Eginton  
**Responsible Officer:** Lisa Lewis, Corporate Manager Business Transformation and Customer Engagement

**Reason for Report:** To review the existing policy to ensure compliance with the Data Protection Act (DPA) 2018 and the General Data Protection Regulations.

**RECOMMENDATION(S):** That the Data Protection Policy be approved and the next review date set for 3 years hence.

**Financial Implications:** The Data Protection Policy does not have any financial implications itself rather the contrary if the DPA 2018 and GDPR are not complied with.

**Legal Implications:** Not complying with the DPA 2018 and GDPR would expose MDDC to enforcement action by the Information Commissioner's Office (ICO).

**Risk Assessment:** Approving the Data Protection Policy reduces the risk of enforcement action by the ICO.

**Equality Impact Assessment:** No equality issues identified for this report.

**Relationship to Corporate Plan:** This policy supports good governance arrangements enabling confidence in delivery of the Corporate Plan.

**Impact on Climate Change:** There are no implications relating to Climate Change with this policy.

**1.0 Introduction**

1.1 The Data Protection Act 2018 received royal assent on 23 May 2018. This represented the first major change to data protection for personal data for 20 years and incorporated the requirements of the GDPR, the Law Enforcement Directive and other amendments such as changes to the powers of the ICO and enforcement.

**2.0 The Policy**

2.1 The policy is based on best practice.

2.2 There have been no further changes identified as being necessary since the review of the policy in 2019.

2.3 Staff are required to refresh their knowledge and understanding on an annual basis. This training is available via the Learning Management System.

2.4 Members also have a responsibility to fully understand the practical application of the policy and the importance of care around personal data. To ensure this a member briefing on Data Protection has been scheduled for 4 October 2022 at 17:30.

### 3.0 **Staff Changes**

3.1 The council takes Data Protection and Information Management very seriously. We have recently recruited a new Information Management Team who commenced work with MDDC on 4 July 2022.

- Data Protection Officer - Giovanni Wallace
- Information Management Officer – Ewan Girling

### 4.0 **Conclusion**

4.1 That the Data Protection Policy be approved and the next review date set for 3 years hence.

**Contact for more Information:** Lisa Lewis, Corporate Manager Business Transformation and Customer Engagement (llewis@middevon.gov.uk)

**Circulation of the Report:** Cabinet Member and Leadership Team