

Bwrdd Gweithredol

26ain Mawrth 2018

POLISIÂU DIWYGIEDIG TRIN GWYBODAETH BERSONOL A RIPORTIO AC YMATEB I ACHOSION O DORRI RHEOLAU

Y Pwrpas: Adolygu a diweddarau'r polisiâu uchod er mwyn cwmpasu'r newidiadau sydd wedi digwydd o ganlyniad i gyflwyno'r Rheoliad Diogelu Data Cyffredinol newydd ym mis Mai 2018.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

- Cymeradwyo'r polisiâu drafft diwygiedig

Y Rhesymau: Cydymffurfio â'r ddeddfwriaeth Diogelu Data newydd

Angen ymgynghori â'r Pwyllgor Craffu perthnasol NAC OES

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Y
Cynghorydd Mair Stephens

Y Gyfarwyddiaeth: Y Prif
Weithredwr

Enw Pennaeth y Gwasanaeth:
Wendy Walters

Awdur yr Adroddiad: John
Tillman

Swyddi:

Cyfarwyddwr Adfywio a Pholisi

Swyddog Gwybodaeth a
Diogelu Data

Rhifau ffôn:

01267 224112

01267 224127

Cyfeiriadau E-bost:

WSWalters@sirgar.gov.uk

JWTillman@sirgar.gov.uk

EXECUTIVE SUMMARY

EXECUTIVE BOARD

26TH MARCH 2018

Revised Handling Personal Information and Breach Reporting & Response Policies

BRIEF SUMMARY OF PURPOSE OF REPORT.

From 25th May, 2018, the new General Data Protection Regulation (GDPR) will come into force across the European Union and in the UK, replacing the provisions of the current Data Protection Act 1998.

Existing policies on Handling Personal Information and Breach Reporting & Response have therefore been reviewed in order to:

- Remove references to outdated legislation (after May 2018);
- Reflect technological changes, for instance, the removal of fax machines;
- Reflect the requirements of the GDPR.

However, it should be noted that the procedures and key principles set out in both documents have not changed substantially.

DETAILED REPORT ATTACHED ?

NO

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Wendy Walters

Director of Regeneration and Policy

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	NONE	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities

As a result of changes to Data Protection legislation in 2018, it has been necessary to review and amend policies on Handling Personal Information and Breach Reporting & Response.

2. Legal

The changes to the policies are in large part required to comply with the new GDPR – there would be potential legal implications if the policies were not revised.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Wendy Walters

Director of Regeneration

1. Scrutiny Committee Not applicable

2. Local Member(s) Not applicable

3. Community / Town Council Not applicable

4. Relevant Partners Not applicable

5. Staff Side Representatives and other Organisations Not applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Official Journal of the European Union - General Data Protection Regulation	2016/679	EU website
Information Commissioner's Office – Guide to the General Data Protection Regulation (21 November 2017 – 1.0.2)	N/A	ICO website
Article 29 Working Party – Guidelines on Personal data breach notification under Regulation 2016/679	17/EN WP250	EU website
Information Commissioner's Office – Guidance on data security breach management (2012 – version 2.1)	N/A	ICO website
Information Commissioner's Office – Notification of data security breaches to the Information Commissioner's Office (2017 – version 2.0)	N/A	ICO website