



CP&R Committee

Thursday 28 July 2022

Subject: Information Sharing Policy

Report by:

Monitoring Officer

Contact Officer:

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Information Officer

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Purpose / Summary:

The purpose of this report is to provide required updates to the IS policy to ensure its continued validity and accountability to the GDPR.

The purpose of this policy is to provide a framework for the Council and those working on its behalf to: provide information to deliver better services, Consider the controls needed for information sharing; and, make sure that partners sharing information are aware of the Council's Minimum Security Standards for securing information; the obligations of consent; and how to take appropriate account of an individual's objection to the sharing.

RECOMMENDATION(S):

Amendments to the Information Sharing Policy be approved by the CP&R Committee for formal adoption.

IMPLICATIONS

Legal:

(N.B.) Where there are legal implications the report **MUST** be seen by the MO

Financial : FIN/44/23/SJB

There are no financial implications arising from this report.

(N.B.) All committee reports **MUST** have a Fin Ref

Staffing :

(N.B.) Where there are staffing implications the report **MUST** have a HR Ref

Equality and Diversity including Human Rights :

NB: Please explain how you have considered the policy's impact on different groups (for example: young people, elderly, ethnic minorities, LGBT community, rural residents, disabled, others).

Data Protection Implications :

Climate Related Risks and Opportunities:

Section 17 Crime and Disorder Considerations:

Health Implications:

Title and Location of any Background Papers used in the preparation of this report :

Wherever possible please provide a hyperlink to the background paper/s

If a document is confidential and not for public viewing it should not be listed.

Risk Assessment :

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

Executive Summary

The changes made to the policy are:

Date and Version updated

Section 4 - Remove Information Governance Officer as role is no longer valid

Section 4 - Correction to the third data protection principle

Section 4 - Update lawful and fair paragraph to reflect the UK GDPR

4.3 – Change to DPIA and update section

Section 5.1 – Minor changes to text

Section 5.2 – Minor changes to text (UK GDPR) and Data Breach Policy name change

Section 6 – Data Breach Policy Name change

Section 7 – Amend “Data Controller” Definition

Section 7 – Amend DPIA entry

Section 7 – Amend “Personal Data” Definition

Section 7 – Remove “Processed Fairly and Lawfully”

Section 7 – Amend “Privacy Notice” Definition

All changes on the policy have notes included to show exactly what actions have been carried out and provide a further explanation as to the updates.