

<b>Report on</b>	GDPR Policy Changes
<b>Date of Meeting</b>	3 May 2018
<b>Reporting Officer</b>	Ursula Mezza
<b>Contact Officer</b>	Ursula Mezza

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The report outlines changes to 2 policies to reflect the requirements of the General Data Protection Regulation (GDPR).
<b>2.0</b>	<b>Background</b>
2.1	The new GDPR comes into effect from 25 May 2018, repealing the existing Data Protection Act and bringing considerable legislative change which places more stringent requirements on organisations, particularly in terms of proving their compliance with the data protection principles.
<b>3.0</b>	<b>Main Report</b>
3.1	As part of the preparation for the introduction of GDPR, relevant policies are being reviewed and, where required, revised.
3.3	These include: <ul style="list-style-type: none"> <li>• Customer Service &amp; Complaints Policy</li> <li>• Social Media Policy.</li> </ul>
3.4	Each policy now contains a short Data Protection reference, which specifies for what purpose the Council will hold and process personal details and that it will do so in accordance with its Retention and Disposal Policy.
3.5	Each of the policies is appended to the report, with the relevant addition highlighted in red.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: N/A

	Human: N/A
	Risk Management: The revisions assist in the mitigation of risk associated with non-compliance with the new GDP Regulation.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Committee accepts the GDPR additions to each policy.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	Customer Service Policy Social Media Policy