



Creating a safer
Cambridgeshire

To: Business Coordination Board

From: Chief Constable

Date: 21 September 2017

Information Assurance – Data Protection Reform Update

1. Purpose

The purpose of this paper is to update the Business Coordination Board (“the Board”) on progress regarding the implementation of Data Protection Reform changes. In addition, this paper will provide assurance regarding Cambridgeshire Constabulary’s lessons learnt relating to recent data breaches.

2. Recommendation

2.1 The Board is recommended to note the contents of this report.

3. Background

3.1 The Government has made a statement of intent for new Data Protection legislation to go live in May 2018. The new legislation will take account of the General Data Protection Regulation (GDPR) and the Law Enforcement Directive (LED). Whilst all organisations are impacted by the regulation, the Directive has particular implications on forces.

3.2 The Department for Digital, Culture, Media and Sport (DCMS) has indicated that a draft Bill will be laid before Parliament in September 2017, which will give a first indication of the implications of the legislation

4. Current Status – Data Protection Reform

4.1 An Information Management Department (IMD) working group has been established to prepare for the implementation of the Data Protection reforms. The group has

taken guidance from the National Police Chiefs' Council (NPCC) Data Protection Reform Group and has used recently circulated self-assessment/implementation plans.

- 4.2 One of the key areas of this plan is an audit of all personal data information assets held by Bedfordshire, Cambridgeshire and Hertfordshire forces. This is a significant piece of work, which will require dedicated resources. The audit will require the updating of the BCH Information Asset Register and require training for Information Asset Owners. This work will be led by a dedicated person from within the Information Assurance Unit, supported by a Project Manager.
- 4.3 These resources will be in place for the remainder of the financial year and will be reviewed in December 2017.
- 4.4 Self-assessments have been completed and a cautious assessment has been made. As progress into more detailed analysis is made, it is likely that the position will be better than that currently documented.

5. Current Status – Data Breaches

- 5.1 Following several data breaches over the last 12 months across BCH, a paper was presented to Joint Chief Officer Board (JCOB) relating to Data Protection (DP) refresher training. It was agreed that Data Protection training will be mandatory for all police officers and staff. The training required will be the DP Foundation Level NCALT e-learning package.
- 5.2 This training will be refreshed every two years for all officers and staff and annually for IMD staff and Public Protection officers and staff.
- 5.3 It was also agreed that 'My Compliance' will provide continued information and a security awareness campaign for all staff. The My Compliance tool will be used to raise awareness of the correct procedures to be undertaken and policies to be adhered to.
- 5.4 A 12 month awareness campaign has commenced covering the most critical subjects by a monthly communication being delivered to all staff across BCH.
- 5.5 The Data Protection Training and My Compliance campaign and strategy have been endorsed by the Information Commissioner (ICO). This approach will evidence the governance and security of BCH personal data and information assets.

6. Recommendation

- 6.1 The Board is recommended to note the contents of this report.

BIBLIOGRAPHY

Contact Officers	Nancie Shackleton, Director of Information, BCH Andy Gilks, Head of Information Management, BCH
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