

Privacy Impact Assessments (PIA)

Progress

- PIA Template and Guidance published on the intranet

Next Steps

- Align corporate Project and Change Management processes with PIA process



Privacy Notices (PN)

Progress

- Draft Privacy Notice guidance/graphics complete

Next Steps

- Privacy notice audit and creation of privacy notice register
- Generic and specific/tailored PNs to be published on ESCC Website



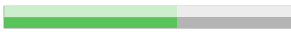
Lawful Processing

Progress

- Guidance on applicable conditions for processing personal data in progress
- Review of use of Consent condition

Next Steps

- Publish guidance on intranet



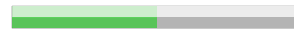
Information Asset Register (IAR)

Progress

- IAR Update - in progress

Next Steps

- Personally Identifiable Information (PII) Data Flow Mapping
- Ongoing maintenance and development plan



Data Subject Requests

Progress

- Rights review complete
- Guidance for customers – in progress

Next Steps

- Gap analysis – IT systems review: ability to meet Data Subject Rights
- Process change



Procurement and Contracts

Progress

- New contract T&Cs
- Supplier due diligence guidance
- Contract variation letter templates

Next Steps

- Contract variations
- Procurement checklist



Policy/Governance Review

Progress

- Gap analysis – complete
- Policy update – in progress

Next Steps

- Decision log creation
- Process change



Breach Handling

Next Steps

- Review and update procedures (if required)
- 72 hour breach response – ‘rapid response team’



Communications Plan

Progress

- Communications plan and comms. team support in place
- High level cross-council awareness – intranet content and posters

Next Steps

- CMT Report and Member engagement
- Targeted departmental and specific service area communications
- Data Subject Rights - website

