

SCRMCA Recommendation Status Report - GDPR (Overall audit opinion - Limited)

Year & Period due	Audit Report Title, Recommendation Number and Recommendation Title	Recommendation - Description	Priority	Theme	Status	Target Impl. Date	Original Target Impl. Date	No of Date Revisions	Agreed Management Action	Progress Update	Action Manager	Auditor
2019/20 Q1	SCRMCA/SYPTE Compliance with GDPR - R4 - Action Plans	Improve the functionality of the Action Plans in addressing outstanding actions and achieving full compliance with GDPR requirements.	Significant	Information Governance	Complete	31-Aug-19	30-Jun-2019	1	SCRMCA – Acknowledge the need to review action plan which has suffered due to lack of resources. Issue being addressed from May 2019. SYPTE – The action plan is version controlled in SharePoint. Both organisations intend to update the action plan twice yearly.	UPDATE OCT 19 - SCR & SYPTE Action Plans are on SharePoint to ensure version control. 19/20 Annual review is underway with GDPR Policies currently undergoing review by legal team.	Deputy Managing Director	Caroline Hollins
NOT YET DUE												
2019/20 Q3	SCRMCA/SYPTE - Compliance with GDPR - R2a - Roles and Responsibilities	The roles and responsibilities for GDPR (including SIRO and Information Governance) should be clarified and then clearly defined within the relevant Job Descriptions.	Significant	Managing People	Not Yet Due	30-Nov-2019		0	2a) The roles and responsibilities for GDPR (including SIRO and Information Governance) will be clarified and then clearly defined within the relevant Job Descriptions	UPDATE OCT 19 - this is being considered as part of the job evaluation activity currently underway.	Deputy Managing Director	Caroline Hollins
2019/20 Q3	SCRMCA/SYPTE - Compliance with GDPR - R2b - Roles and Responsibilities	Confirmation should be provided to ensure that the assigned roles and responsibilities of the Data Protection Officer have been clearly defined within the related Job Description.	Merits Attention	Managing People	Complete	30-Nov-2019		0	2b) Agreed. The DPO is aware of the requirements and is awaiting wider changes to be made to the Job Description related to SCR governance.	UPDATE OCT 19 - Closed - DPO Job Description has been updated.	Principal Solicitor & Secretary to the Executive	Caroline Hollins
2019/20 Q3	SCRMCA/SYPTE - Compliance with GDPR - R3 - Evidence to Support Assessments	Evidence should be retained / signposted to for all future actions that are signed off as "green" i.e. fully compliant.	Merits Attention	Information Governance	Not Yet Due	30-Nov-2019		0	This is to be considered by the SIRO and actioned further if required.	UPDATED OCT 19 - will be actioned as required.	Head of IT	Caroline Hollins