

**Surrey Heath Borough Council**  
**Employment Committee**  
**6 April 2022**

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**Data Protection Policy**

<b>Strategic Director/Head of Service</b>	Gavin Ramtohal
<b>Report Author:</b>	Sally Turnbull, Information Governance Manager
<b>Key Decision:</b>	no
<b>Wards Affected:</b>	n/a

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**Summary and purpose**

This report provides the Employment Committee with information regarding the Council's Data Protection Policy which is an annual item on the agenda.

The policy has not changed with the exception of one job role change.

**Recommendation**

The Committee is advised to RESOLVE that the revised Data Protection Policy, as set out at Annex A to the report, be adopted.

**1. Background and Supporting Information**

- 1.1 The Data Protection Policy is to be reviewed annually. If there is a need to change it before the annual review it will come back for recommendation sooner.
- 1.2 The proposed revisions to the Policy were considered by the Joint Staff Consultative Group at its meeting on 29 March 2022.

**2. Reasons for Recommendation**

- 2.1 The Data Protection Policy needs to be kept under review and will be presented to the Committee annually unless there is a requirement to change it sooner.

**3. Proposal and Alternative Options**

- 3.1 The adoption of the Data Protection Policy for the next 12 months when it is reviewed again unless it requires reviewing before this anniversary.

**Annexes**

Annex 1 - Data Protection Policy

**Background Papers**

n/a