

SCHOOL OF INFORMATICS

Strategy Committee

23 May 2018

General Data Protection Regulation – status report

Author: Martin J Wright – Director of Professional Services

Background

The new General Data Protection Regulation comes into force on 25 May 2018. This is effectively an updating and strengthening of the current Data Protection Act. It covers all personal data, including personal data collected as part of research, staff data, student data, and external contacts.

Action requested from the committee

Strategy Committee is asked to note the additional requirements in relation to data collection, storage and use, resulting from the GDPR, and the steps being taken towards compliance.

Main subject text

The GDPR means that we require explicit consent (with very few exceptions) for any use to which we put personal data. It also means that we need to be even more careful about data security and about deleting data after a specified retention period.

The College, working with Schools, has initiated a number of steps towards compliance. These include setting up a working group, assisting Schools to compile data processing registers and drafting privacy statements. The University is also developing materials and guidance.

We are currently developing the School's data processing register.

Within the School we have established 'GDPR champions' within each of the main areas of activity. These are:

- Research - Ian Simpson
- Research Services - Julie Young
- Finance - Dy Harvey
- Teaching Organisation - Gillian Bell
- Graduate School - Amanda MacKenzie
- Communications and Outreach - Kasia Kokowska
- Commercialisation and Industry Engagement - Jane Kennedy
- Computing - George Ross

Each of the champions has attended a full day training course.

All staff who handle personal data (which is virtually all staff, in one context or another) are required to undertake online training.

We anticipate that for non-research data, most scenarios and use cases will be covered by privacy statements being developed by the University. Once these are available, we will check to see if we need to make any additional provision.

Other impacts are likely to be a need for a more structured approach to records management within the School and greater interest on the part of research funders in research data management plans, prepared as part of research funding bids, where personal data is being collected.

Ian Simpson, Deputy Director of Research, has agreed to lead on the implications for research and research data and will communicate further on the matter.

Equality and diversity implications

None specific.

Resource implications (staff, space, budget)

There will be additional resource requirements in relation to achieving and maintaining compliance.