

Make maintaining GDPR easier with LG Inform Plus



The new General Data Protection Regulation (GDPR) requires organisations to maintain a Record of Processing Activities (RoPA), covering the 'legal basis' for holding personal data, how it is processed and with whom it is shared.

LG Inform Plus, designed to run in tandem with LG Inform, has created a new customisable RoPA template which you can complete with local information to form your council's full RoPA.

Meeting ICO guidelines our new service should save both time and effort for subscribers – your council may even be subscribed already.

www.lginformplus.local.gov.uk

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The template describes each type of record that an English council is likely to hold to meet legal and business records management requirements, with standard information pre-populated for GDPR, and lets you:

- download the template
- upload and download a spreadsheet of your RoPA
- maintain online
- share with other authorities.

Built by, and for, a community of councils working with the LGA our RoPA service uses legal and records retention guidance provided by Kent County Council. Data and services will continue to be refined as experience builds across the community.

Our service should be seen as a starting point. We recommend you involve your own council's experts to produce final retention schedules and RoPA.

Read our detailed guide to find out more
www.lginformplus.local.gov.uk

