



## NORTH YORKSHIRE FIRE & RESCUE SERVICE

### Monthly Report to SIRO on Work in Progress to Comply with Data Protection Legislation and the Identification of Risks

August 2025

|                 |                                                                                                                  |
|-----------------|------------------------------------------------------------------------------------------------------------------|
| Data Controller | York and North Yorkshire Combined Authority (YNYCA) in its capacity as North Yorkshire Fire and Rescue Authority |
| Author          | Becky Cannon, Information Compliance Officer (maternity cover 22 May 2025 onwards)                               |
| Date            | August 2025                                                                                                      |

### Summary of Work in Progress and Identified Risks - Monthly Update

The purpose of this report is to provide an update to the SIRO on work in progress to comply with the Data Protection Act 2018, incorporating the GDPR (Part 2) and Law Enforcement Processing (Part 3). The report also identifies subject matter risks and appropriate mitigation.

A guide to the report and which requirements are being considered can be viewed in **Appendix A**.

### SIRO Sign Off and Any Additional Commentary

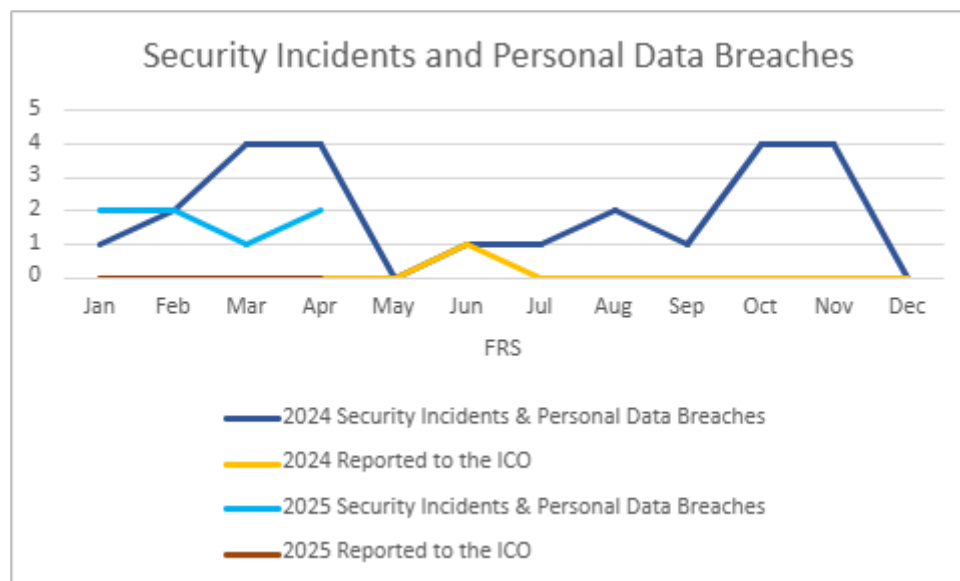
The Senior Information Risk Owner (SIRO) for North Yorkshire Fire and Rescue Service is responsible for accepting any residual risks associated with the compliance with the data protection legislation.

As this report is a submission to the SIRO for consideration, the section below allows the SIRO to confirm acceptance of the content of the report and allows any additional commentary.

|                                                      |                                                                                     |
|------------------------------------------------------|-------------------------------------------------------------------------------------|
| SIRO Name                                            | Deputy Chief Fire Officer, Mat Walker                                               |
| Signature                                            |  |
| Date                                                 | August 2025                                                                         |
| Any additional commentary on action plan and/or risk |                                                                                     |

## Key updates this reporting period:

- **Backlog activity** – The ICO Toolkits for Data Protection and Information Security have now been replaced with the most recent ICO Accountability Tracker – a tool provided by the regulator to track compliance. NYFRS are at 42% fully compliant, 42% partially compliant, and 14.5% not meeting compliance. A total of 5 controls (1.5%) are not applicable to the Fire Service. All the controls have now been assessed and have been allocated actions to document what input is required from other business areas.
- **Data Protection Impact Assessments** – There were 2 new screening forms received in August 2025, neither of which require a DPIA.
- **Data Processing Contracts** – 1 DPC (Civica – CFRMIS) has been completed in July 2025. 6 are in progress. Support from the YNYCA is being received and legal coverage is being explored through this avenue.
- **Information Sharing Agreements** - In August 2025, no new ISA requests were received by CDU and there are no ISAs ongoing.
- **Data Breaches and Security Incidents** - During August 2025, we received no information security incidents.



- **Civil Disclosure Unit Compliance activity August 2025:**
  - o 14 IRS requests – 6 have been dealt with in time, 8 are pending but not late
  - o 31 FOI requests – 12 have been dealt with in time, 19 are pending
  - o From the previous month there are 4 late FOIs
    - 2 have the results and will respond
    - 1 awaiting information
    - 1 awaiting approval
  - o 0 MISC requests
  - o 1 SAR requests which is pending

- Further detail on CDU's outstanding actions is available in **Appendix B**.
- **Training** - As of 31 August 2025, there were 686 (+12 on last report) LearnPro users. The following completion rates were recorded for the mandatory e-learning training modules:
  - GDPR = 51 (+12 since last report) users have not yet completed this training. Completion rate: 92.5%
  - Protecting Information (all Watch/on-call based staff) = 179 (-20 since last report) users have not yet completed this training. Completion rate: 73.9%
  - Protecting Information Level 1 – This module no longer appears on LearnPro
- Please note, these completion rates are not completely accurate as not everyone in Service will need to complete all 3 modules, but we currently have no way of tracking who should be completing which modules. Work will be planned in with the new E-Learning Coordinator once the role is filled.
- **Resourcing** – From 22 May 2025, the Information Compliance Officer is expected to be out of office until March 2026. The Data Protection Officer for the Policing, Fire and Crime directorate of the YNYCA will cover daily responsibilities.

#### **Appendix A: A guide to the report**



Appendix A.docx

#### **Appendix B: SAR, FOI and IR compliance**



Appendix B.docx