

GDPR Security Compliance Checklist

All councillors should complete the security checklist below to show compliance. Records should be retained whilst they remain in office.

	Yes/No
Computer is password protected	Y
Email is password protected	Y
Mobile devices are password protected	Y
Flash drives are password protected	Y
External hard drives are password protected	Y
Cloud access is password protected	Y
Hard copy files are held securely	Y
Anti-virus software is up to date	Y
No one outside the council has access to your council information	Y

Date compliance will be achieved if you have answered "No" to any of the above:

Date: 14/5/2026

Councillor name: James Cantwell

Councillor signature: JC

Date: 14/5/2026