

Core brief

Wednesday 21 March 2018

Introduction

This issue of Core Brief details information on the Information Asset Register and SPPA.

Information Asset Register

All departments throughout NHSGGC should now have started the process of registering all information assets held within their department onto the Boards Information Asset Register as part of The new General Data Protection Regulation (GDPR), set out by the European Parliament and Council, which is set to replace the UK's existing Data Protection Act 1998 from 25 May 2018.

Information and information systems are important corporate assets and it is essential to take all necessary steps to ensure they are protected at all times and are available and accurate to support the operation of the organisation.

An Information Asset Register is a simple way to help understand the Boards information assets and the risk to them. It helps us identify areas of duplication and can be used to spot check areas of potential risk, e.g., loss of personal data.

NHSGGC has a legal requirement to hold a register of all information assets held within the organisation.

All information assets held within NHSGGC MUST NOW be registered on the Information Asset Register.

There are 2 information asset forms:-

1. Personal Identifiable Assets (for example you should complete this if you hold staff files)
2. Business Assets (for example you should complete this if you hold minutes and agenda of meeting you organise/chair)

More information on the Information Asset Register along with the forms and guidance can be found at: [NHSGG Information Asset Register](#)

For further information please contact Kerry.lochrie@ggc.scot.nhs.uk or on 0141 355 2059.

Scottish Public Pensions Agency (SPPA)

It was agreed during the pension reform discussions in Scotland that employee contribution rates for the NHS pension scheme in Scotland would be fixed for the period from 1 April 2015 to 31 March 2019.

The pay bandings in the contribution table would, however, be adjusted each year in line with the NHS Scotland pay uplift.

The following link takes you to the Circular on SPPA website about contribution rates for the NHS pension scheme: [click here](#).

Your attention is drawn to Annexes A and G in particular which relates to 99% of our staff who are part of the NHS scheme membership and Annexes B to F apply to those with scheme classification of Practitioner – in essence those GPs participating in our GP OOH Service.

Are your contact details up-to-date? [Click here](#) to check