

Register of Regulatory Function related personal data processing by the LSB
Data controller or processor (as applicable): Legal Services Board
Data protection officer: Holly Perry

Category of personal data	Purpose of processing - applicable provisions of the Legal Services Act 2007	Legal basis for processing	Legal analysis	Additional safeguards for special categories of personal data or data relating to criminal convictions and offences	Category of data subject	Recipients to whom disclosed	Transferred outside the European Economic Area (destination and details of safeguards applied)	Period for which data is retained	Technical and organisational security measures adopted
Name of ABS owner (LSB as processor)	Entry of persons onto list under Sched 13, para 51(1)	GDPR Art 6(1)(e) - Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller Article 6(1)(c) - Necessary for compliance with a legal obligation to which the controller is subject	Further analysis for the purposes of Article 6(1)(e) - Publication of our list is “necessary” as the public will have a legitimate interest in knowing whether any licensed body, from whom they obtain legal services are owned by individuals with conditions or objections placed on them by an LA. Article 6(1)(c) - List to be made available to ARs under para 54(4). List published by the LSB to meet this obligation.	N/A	Persons with controlled and/or restricted interests in ABS	Published on LSB website	No	Until notice received from ARs that persons no longer have restricted interests and/or no longer have controls in place against them - Sched 13, para 51(3)	LSB standard web security
Lists of names of Disqualified Persons and their date of birth (LSB as processor)	Section 100(1) - the Board must keep lists of persons who are disqualified from acting as HOLP, HOFA, manager of any licensed body or employee of any licensed body	GDPR Art 6(1)(c) - Necessary for compliance with section 100(6) of the Act - The Board must publish the lists kept by it under section 100(1) GDPR Art 6(1)(e) - Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller	For Art 6(1)(c) - The Board is under a statutory obligation under section 100(1) of the Act to publish this list, which satisfies this legal basis for processing the data For Art 6(1)(e) - See above	N/A	HOLP, HOFA, managers of LAs and/or their employees who are disqualified by the LAs	Published on LSB website	No	Section 100(3) - the disqualification ceases to be in force if the appropriate licensing authority so determines, on a review or otherwise, in accordance with licensing rules made under paragraph 23 of Schedule 11	LSB standard web security
Collection of personal data for research purposes - can include any type of personal data, including sensitive personal data (data is collected by a third party on the LSB's behalf and pseudonymised before it is shared with the LSB)	Research is carried out by the LSB as part of its duty to promote the regulatory objectives under section 3 of the Act, which also qualifies our supplementary powers under section 7	GDPR Art 6(1)(e) - Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller. Another legal basis may be cited where it applies on a case-by-case basis Where sensitive personal data is collected - additionally GDPR Art 9 legal basis will be cited on a case-by-case basis	The LSB ensures that the party collecting personal data on its behalf has appropriate safeguards in accordance with Article 89 of the GDPR.	Personal data collected by a third party on behalf of the LSB is pseudonymised before it is passed onto the LSB	Varies. Examples include members of the public who are asked about/have used legal services and authorised persons/exempt persons	Shared with the LSB after it has been pseudonymised. An anonymous report will then be published. Any outstanding data that is capable of identifying an individual will normally be deleted or a personal data impact assessment will be carried out prior to publication.	No	Will depend on the nature of the research. The data will not be held for longer than necessary by the third party who collected it.	Data pseudonymised before it is shared with the LSB. Pseudonymised data is then held on LSB database which is password protected.

<p>Collection of personal data on authorised persons from a publicly available source, comprising names, addresses and other contact details</p>	<p>Research is carried out by the LSB as part of its duty to promote the regulatory objectives under section 3 of the Act, which also qualifies our supplementary powers under section 7</p>	<p>GDPR Art 6(1)(e) - Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller. Another legal basis may be cited where it applies on a case-by-case basis.</p> <p>Where personal data was initially collected for a purpose other than research, the LSB relies on Articles 5(1)(b) - Personal data shall be...collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall, in accordance with Article 89(1), not be considered to be incompatible with the initial purposes ('purpose limitation').</p>	<p>The default position is to pseudonymise any data collected by the LSB. Where some personal data is retained the LSB adopts additional safeguards to comply with Article 89 of the GDPR.</p> <p>To avoid the obligation to provide data subjects with certain information when their personal data is collected for research, the LSB relies on Article 14(5)(b) where possible - the provision of such information proves impossible or would involve a disproportionate effort, in particular for processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes, subject to the conditions and safeguards referred to in Article 89(1) or in so far as the obligation referred to in paragraph 1 of this Article [14] is likely to render impossible or seriously impair the achievement of the objectives of that processing. In such cases the controller shall take appropriate measures to protect the data subject's rights</p>	<p>N/A</p>	<p>Where retained, names, addresses and other contact details</p>	<p>Only shared between LSB colleagues who are working on the research. An anonymous report will be published. Any outstanding data that is capable of identifying an individual will normally be deleted or a personal data impact assessment will be carried out before publication.</p>	<p>No</p>	<p>The retention period is informed by the nature of the research and will be recorded on a case by case basis.</p>	<p>Where applicable, restricted access to folders on wisdom are created. Access is restricted to the staff members who are working on the research and is password protected via individual staff login credentials</p>
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