

AUDIT AND ASSURANCE COMMITTEE

Meeting date: 17 September 2020

**From: Executive Director – Corporate, Customer and
Community Services**

SENIOR INFORMATION RISK OWNER (SIRO) & INFORMATION GOVERNANCE ANNUAL REPORT 2019-20

1.0 EXECUTIVE SUMMARY

- 1.1 *This report provides an update relating to the responsibilities of the Cumbria County Council Senior Information Risk Owner (SIRO) and outlines the activity and performance related to information governance. It provides an update on information risks, how risks are managed, the governance process in place; what is going well; and where improvements are required.*
- 1.2 *ICT Security and cyber security risks continue to present an increasing challenge to all organisations locally, nationally and internationally and the Council is no different. Arrangements to manage these risks are contained within the report with a summary included to list actions already undertaken and further activity planned to maintain and strengthen defences and enhance corporate resilience.*
- 1.3 *Performance in relation to information requests processed under the Freedom of Information and General Data Protection Regulation (GDPR) legislation is also summarised in the report. These areas continue to be a focus for further improvement in 2020/21.*

2.0 STRATEGIC PLANNING AND EQUALITY IMPLICATIONS

- 2.1 *The Council Plan 2018-22 advises the Council's focus for activity and includes an approach to providing effective, consistent and effective customer focused services. The SIRO Annual report (attached at Appendix 1) contains an action plan showing our priorities in relation to information governance for 2020-21 as well as updating on achievements in 2019-20. This plan incorporates actions to ensure the Council continues to develop and further strengthens its existing governance arrangements as well as improving service delivery.*

2.2 *The work of the Information Governance Team is compliant with the Council's Equality Strategy with reasonable steps taken when appropriate to ensure that users with specific communications needs related to disability or language can access information on an equal basis.*

3.0 **RECOMMENDATION**

3.1 *Members are asked to:*

- *Discuss and note the content of the 2019-20 SIRO Annual Report attached as Appendix 1.*
- *Confirm that appropriate levels of information governance and cyber controls are in place and advise on any areas of the programme that require greater focus or if additional controls are required.*

4.0 **BACKGROUND**

4.1 *The Senior Information Risk Owner (SIRO) Annual Report reflects the Council's information governance work undertaken in 2019-20, and provides assurance that personal data is held securely; information is disseminated effectively and provides an overview of key performance indicators relating to the Council's processing of information requests within the necessary legal frameworks.*

5.0 **CONCLUSION**

5.1 *The Annual Report shows actions continue to be taken to strengthen the Council's approach to effectively managing information risks and ensuring a robust approach to information governance.*

5.2 *As the global potential for a cyber risk increases, it is essential the Council takes actions to understand and mitigate risk in this area; as well as ensuring it is compliant with changing legislation and requirements.*

Dawn Roberts
Executive Director – Corporate, Customer & Community Services

24th August 2020

APPENDICES

Appendix 1; SIRO Annual Report 2019/20.

IMPLICATIONS

Staffing: None
Financial: None
Property: None
Electoral Division(s): None

Executive Decision

	No*
--	-----

Key Decision

	No*
--	-----

If a Key Decision, is the proposal published in the current Forward Plan?

		N/A*
--	--	------

Is the decision exempt from call-in on grounds of urgency?

	No*
--	-----

If exempt from call-in, has the agreement of the Chair of the relevant Overview and Scrutiny Committee been sought or obtained?

		N/A*
--	--	------

Has this matter been considered by Overview and Scrutiny?
If so, give details below.

	No*
--	-----

PREVIOUS RELEVANT COUNCIL OR EXECUTIVE DECISIONS
[including Local Committees]

No previous relevant decisions.

CONSIDERATION BY OVERVIEW AND SCRUTINY

Not considered by Overview and Scrutiny.

BACKGROUND PAPERS

No background papers.

Contact: Steve Tweedie - Information Governance & Investigations Coordinator
07500 027215 or email steve.tweedie@cumbria.gov.uk