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 The 25th May 2018 saw the national introduction of the General Data Protection Regulations (GDPR) which provided individuals with additional rights in respect of their data. This included a ‘privacy by design’ approach and shorter timescales to be provided with responses to requests for their data and reporting of any data breaches to the Information Commissioners Office (ICO). The report provides information as to the ongoing work in relation to these areas.

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 2019/20.

1.4 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.
2.0 **STRATEGIC PLANNING AND EQUALITY IMPLICATIONS**

2.1 The Council Plan 2018-22 advises the Council’s focus for activity and includes a new 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 2019-20 as well as updating on achievements in 2018-19. This plan incorporates actions to ensure the Council continues to develop a good understanding amongst staff and Members of threats to the organisation’s data.

2.2 The work of the Information Governance Team is compliant with the Council’s Equality Strategy. Where service users have specific communication needs related to disability or language reasonable steps will be taken to ensure access is provided to the information being requested.

3.0 **RECOMMENDATION**

3.1 Members are asked to:

- Discuss and note the content of the 2018-19 SIRO Annual Report attached as Appendix 1.

- Note that the council’s approach to risk management enables consideration of the nature of information governance risks and the adequacy of controls and mitigations.

4.0 **BACKGROUND**

4.1 The Senior Information Risk Owner (SIRO) Annual Report reflects the Council’s information governance work undertaken in 2018-19, 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 incident 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  

29th May 2019  

APPENDICES  

Appendix 1; SIRO Annual report 2018-19  

IMPLICATIONS  

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

Executive Decision  
Key Decision  
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? No*  
If so, give details below.  

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.  

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