

Regulatory and Other Committee

Open Report on behalf of Andrew Crookham, Executive Director - Resources

Report to:	Audit Committee
Date:	13 July 2020
Subject:	Information Assurance Annual Report 2019/20

Summary:

The Information Assurance (IA) annual report summarises some of the key activity undertaken by the Information Assurance team during 2019/20.

It focuses on the following 3 core domains: data protection; records management; and information security (including elements of cyber security).

Its purpose is to provide assurance to the Audit Committee, that the IA function is effective and appropriate to the needs of the council.

Recommendation(s):

Items to note:

- (1) Information Assurance activity for 2019/20;
- (2) Key activity designed to give the Audit Committee confidence that the Information Assurance function remains effective and relevant to the council's needs.

Background

IA is the mechanism by which the council seeks to ensure information, in all its forms, is subject to effective corporate governance and control throughout its lifecycle, from creation through to destruction.

It also assists the council in understanding, and aligning with, the legal and regulatory environment within which it operates by using information in a way which is lawful, fair, secure, and transparent.

It must achieve this by confidently managing information risk in a way which helps, not hinders, the delivery of council services.

The IA annual report provides evidence of wide-ranging activity which is delivering the aims of good IA. It supports more regular, detailed reporting to the councils Senior Information Risk Owner.

Conclusion

The content of the IA annual report reflects what has been a very busy and challenging year. However, the significant effort put in by the team has resulted in an IA service that is effective.

The report can be used to conclude that the council:

- Is aware of, and responding to, the challenges presented by its information processing activity.
- Is proactive in identifying and mitigating information risk, which in turn directly reduces corporate risk.
- Uses IA to contribute to, and support, effective decision making across every level of the council.
- Adopts a pragmatic and balanced approach to service delivery, with a focus on “how we can” rather than “why we can’t.”
- Is taking the necessary action in its response to its legal obligations, for example by taking responsibility for the processing of personal data.
- Recognises the importance of continual improvement, cognisant of current and future IA challenges, and is planning accordingly.

The report should give confidence to the Audit Committee that, while challenges remain, the IA direction of travel continues to be a positive one.

Consultation

a) Policy Proofing Actions Required - N/A

Appendices

These are listed below and attached at the back of the report	
Appendix A	Information Assurance Annual Report 2019/20

Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by David Ingham, Head of Information Assurance, who can be contacted on 01522 553721 or david.ingham@lincolnshire.gov.uk.