

# Report to Audit and Risk Assurance Committee

**18 September 2024**

<b>Subject:</b>	Senior Information Risk Officer Report
<b>Director:</b>	Mike Jones Assistant Director – Legal and Assurance and Monitoring Officer
<b>Contact Officer:</b>	Vanessa Maher-Smith – Legal Services Manager – Governance and Regulatory & DPO <a href="mailto:Vanessa_mahersmith@sandwell.gov.uk">Vanessa_mahersmith@sandwell.gov.uk</a>

## 1 Recommendations

1.1 To consider and comment on the Senior Information Risk Officer Report.

## 2 Reasons for Recommendations

2.1 The Council is required to manage all information, and in particular personal information, it holds in accordance with UK legislation.

2.2 As part of the information governance arrangements, the Council has an Information Governance Board that is chaired by the Senior Information Risk Officer (SIRO) or the Data Protection Officer (DPO). In order to provide an overview of the Council's position in relation to information governance a SIRO report has been completed. This has been led by the DPO and approved by the Information Governance Board and SIRO.

2.3 The report is the first holistic report that has been prepared for Committee in relation to information governance, and it is proposed that there will be annual reports moving forward, with regular reviews as deemed necessary by the Committee, to ensure that the Committee is properly sighted on the Council's compliance with information governance.

### 3 How does this deliver objectives of the Council Plan?

Growing Up in Sandwell	To ensure the Council meets all of its objectives in the Council Plan, it is essential to ensure its compliance with UK legislation relating to information governance. The arrangements set out in this report meet this objective.
Living in Sandwell	
Thriving Economy in Sandwell	
Healthy in Sandwell	
One Council One Team	

### 4 Context and Key Issues

4.1 Set out in Appendix One.

### 5 Implications

<b>Resources:</b>	As set out in the report, the Council's Governance Team is primarily responsible for the Council's compliance with UK GDPR, data protection legislation and Freedom of Information Act 2000. The statutory roles of SIRO, DPO and Caldicott Guardian are all in place.
<b>Legal and Governance:</b>	It is essential that the Council manages the information it holds in accordance with the relevant legislation. Failure to do so may lead to intervention by the regulator, Information Commissioner's Office (ICO) who has powers to undertake an audit of the Council's information governance compliance, issue practice recommendations, or take enforcement action.
<b>Risk:</b>	It is essential that the council manages the information it holds in accordance with the relevant legislation. Failure to do so may lead to intervention by the regulator, Information Commissioner's Office (ICO) who has powers to undertake an audit of the Council's information governance compliance, issue practice recommendations, or take enforcement action.
<b>Equality:</b>	There are no equality implications directly arising as a result of this report.
<b>Health and Wellbeing:</b>	There are no health and wellbeing implications directly arising as a result of this report.

<b>Social Value:</b>	There are no social value implications directly arising as a result of this report.
<b>Climate Change:</b>	There are no climate change implications directly arising as a result of this report.
<b>Corporate Parenting:</b>	There are no corporate parenting implications directly arising as a result of this report.

## **6 Appendices**

Appendix One – SIRO Report.

Appendix two – Information Governance Board Terms of Reference.

## **7. Background Papers**

None.