Risk Identifier	CR-07
Risk Title	Information Governance

Risk Description

The council must have robust information governance policies and practices in place. If they do not there may be unlawful sharing or handling of data and other legislative or security breaches leading to loss of public and partner confidence, reputational damage and financial loss due to fines

Risk Owner

Nicola Wittman

Directorate Responsible

Commercial & Digital Change Management

Previous Risk				Current Risk				Risk direction		Cabinet Member		Key Dates	
Likelihood	Impact	Score		Likelihood	Impact	Score		Stable		Councillor Lees		Date Registered	5th June 2024
2	3	6		2	3	6						Last update	1 April 2025

Background

The Council has seen a significant increase in data breaches, FOI, SAR and DSAR requests. The IG team is under strain given that it has lost two part-time resources due to them being fully engaged on General Election work and a third person who is shared with Legal having to take on more legal work. A new structure is required, but that is dependent upon a new structure being ageeed for Legal Services.

Service Area Affected

All

Triggers

Work pressures mean staff 'cut corners' to meet deadlines

Risk Type

Threat

Risk Response Category

Reduce

Risk Response	Risk Response Actionee	RAG Status	Progress Update	Next Scheduled Update
Annual training for all staff	Tom Falconer	Amber	Training solution being sought	Jun-25
To continue to promote the DPIA process	Tom Falconer	Amber	Training solution being sought	Jun-25
The post shared between legal and IG to move to IG full time	Nicola Wittman	Red	Still awaiting progress from Legal	Jun-25
A new Request tracker system be purchased and implemented	Tom Falconer	Amber	Budget in principle approved, subject to trying to align with LGR process	Jun-25
Regualr reporting to CMT	Tom Falconer	Green	Already happening	n/a

Key for RAG status of risk response	
R	Control is not in place or working or progress has slipped
A	Control is not working efficiently and some challenges remain
G	Control is working or predominantly in hand or completed