

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

Title of meeting:	Governance & Audit & Standards Committee
Subject:	Data Security Breaches Report
Date of meeting:	8 March 2023
Report by:	Elizabeth Goodwin, Senior Information Risk Owner
Wards affected:	All

1. Requested by

Governance & Audit & Standards Committee

2. Purpose

To inform the Committee of any Data Security Breaches and enable them to determine whether any trends appear and whether any further actions should be recommended.

3. Information Requested

The appendix provides an overview of the breaches that have occurred since September 2022.

It should be noted that, whilst the number of breaches is higher when compared to the same period last year (58 between September 2021 and February 2022) none of them reached the threshold for reporting to the Information Commissioner's Office.

73% of all incidents were as a result of human error. The mandatory Cyber Security and Data Protection training modules that all staff must complete annually are currently being updated and will include additional material to ensure there is learning from the breaches.

An online Data Security Incident Report Form is also being developed to support both the reporting of incidents and corrective action being taken in a timely manner. It will also record any agreed changes to processes to reduce the risk of incidents recurring so that this aspect can be more easily monitored.

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The Information Governance Team will continue to work with all areas of the council to reduce the number of breaches and report to this committee.

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Signed by (Director)

Appendices:

One Appendix - Appendix A

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
None	