

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:	Wednesday 20 September 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 the end of February 2023.

85% of all incidents were due to human error, with half of all breaches occurring as a result of emails being sent to the wrong recipients. Member of staff from the Information Governance and IT Security & Architecture Teams are meeting with the council's Microsoft Advisor in September to learn more about the Data Loss Prevention tools available through Microsoft Office 365. This is with a review to introducing appropriate prompts and restrictions in Outlook to help minimise the number of data breaches caused by sending emails.

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)

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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	