



## **AUDIT AND RISK MANAGEMENT COMMITTEE**

**Tuesday, 22 October 2024**

<b>REPORT TITLE:</b>	<b>SENIOR INFORMATION RISK OWNER (SIRO) ANNUAL REPORT SENIOR INFORMATION RISK OWNER (SIRO) ANNUAL REPORT</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF LAW AND CORPORATE SERVICES (MONITORING OFFICER)</b>

### **REPORT SUMMARY**

This report presents the annual Senior Information Risk Owners (SIRO) report. This type of report is seen nationally as good practice to inform Senior Leaders and Members of information governance challenges and to satisfy regulatory requirements.

It ensures continued compliance with the current information management legislation and regulations. These include The Data Protection Act 2018, The Freedom of Information Act 2000 and Environmental Information Regulations 2004.

The Senior Information Risk Owners Annual Report is attached at Appendix 1.

The activity detailed within the report supports the following priority or delivery theme from Wirral Council's Plan 2023-27:

- Working together to create a more efficient, effective and accessible council.

This report is not a key decision.

### **RECOMMENDATION/S**

The Audit and Risk Management Committee is recommended note the Annual Senior Information Risk Owner (SIRO) Report.

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

- 1.1 To provide Members with assurance that the Information Management Team is, working across the Council, taking appropriate measures to ensure compliance with statutory requirements of Information Management legislation
- 1.2 To provide assurance to Members that security incidents are reported effectively and recorded with reference to the Information Commissioner as required.
- 1.3 To further provide assurance to Members that good information governance is recognised as a critical factor within the Council.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 In the past, the report has been submitted at the request of the Committee. The report going forward will routinely be reported to the Committee, forming part of the annual rhythm of reports.

### **3.0 BACKGROUND INFORMATION**

- 3.1 In 2020 the Information Governance Board agreed to the production of a SIRO report or a briefing note circa every 12 months. The report or briefing note is designed to give assurance to Members that the Information Governance responsibilities the Council has are being met.

### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 There are none arising from this report.

### **5.0 LEGAL IMPLICATIONS**

- 5.1 The report discusses the work of the statutory role of the DPO and the SIRO and the expectations placed upon them.
- 5.2 The UK GDPR introduced a duty to appoint a Data Protection Officer if you are a public body and the Government Cabinet Office advises good practice is to appoint a SIRO if you are a public body.

### **6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS**

- 6.1 There are none arising from this report.

### **7.0 RELEVANT RISKS**

#### **Relevant risks include the following:**

- 7.1 Appropriate actions are not taken by officers and Members, in response to the identification of risks, this will put at risk the achievement of the Council's objectives.

7.2 Potential failure of the Council to comply with the mandatory requirements of current relevant Information Management Legislation can result in monetary fines and/or reputational damage.

## **8.0 ENGAGEMENT/CONSULTATION**

8.1 The content of the report has been reviewed by the officer Corporate Governance Group.

## **9.0 EQUALITY IMPLICATIONS**

9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.

9.2 There are no direct equality implications arising from the report.

## **10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS**

10.1 The content and/or recommendations contained within this report are expected to have no impact on emissions of CO2/greenhouse gases.

## **11.0 COMMUNITY WEALTH IMPLICATIONS**

11.1 There are none arising from this report.

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## **APPENDICES**

Appendix 1 – Annual SIRO Report

## **BACKGROUND PAPERS**

Data Protection Policy  
Freedom of Information Policy  
Information Governance Policy  
Records Retention and Destruction Policy

## **TERMS OF REFERENCE**

This report is being considered by the Audit and Risk Management Committee in accordance with Section C of its Terms of Reference, Risk Management and Control

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
Senior Information Risk Owner Annual Report Briefing Note	November 2022
Information Governance Update – Audit and Risk Management Committee	15 March 2022
Senior Information Risk Owner Annual Report – Audit and Risk Management Committee	