

Cabinet (Resources) Panel

28 July 2015

Report title	Information Governance Framework 2015 -17		
Decision designation	AMBER		
Cabinet member with lead responsibility	Councillor Paul Sweet Governance		
Key decision	No		
In forward plan	No		
Wards affected	All		
Accountable director	Kevin O'Keefe, Governance		
Originating service	Democracy		
Accountable employee(s)	Adam Hadley	Group Manager – Democracy	
	Tel	01902 555043	
	Email	Adam.hadley@wolverhampton.gov.uk	
Report to be/has been considered by	SEB	19 May 2015	
	Executive Team	1 June 2015	
	Cabinet (Resources) Panel	28 July 2015	

Recommendation(s) for action or decision:

The Cabinet (Resources) Panel is recommended to:

1. Approve the Information Governance Framework 2015-17.

1.0 Purpose

1.1 The purpose of this report is to seek approval for the Council's Information Governance Framework 2015-17.

2.0 Background

2.1 This report has been prepared as part of a wider set of reports which will cover the Council's Confident Capable Council agenda. Specifically, this report considers the following areas which fall within the IG umbrella:

- IG policies
- Freedom of Information (FOI)/ Environmental Information Regulations (EIR)
- Data protection
- Information sharing
- Information security
- Data quality
- Records management

3.0 Future Programme

3.1 Details on the future IG Framework can be found in the appendix to this report.

4.0 Financial implications

4.1 The Information Governance Framework is part of the Future Practice work stream. The C3 programme is intended to deliver transformation, improve efficiency and the increase the quality of services and will, therefore, directly contribute towards the delivery of the Medium Term Financial Strategy, including challenging savings requirements.

4.2 Non-compliance with information governance legislation can result in a fine from the Information Commissioner of up to £500,000.

[GE/27052015/Y]

5.0 Legal implications

5.1 Information governance is underpinned by legislation predominantly:

- Data Protection Act 1998
- Freedom of Information Act 2000
- Environmental Information Regulations 2004

5.2 Compliance around information governance is overseen by the Information Commissioner.

5.3 We are required to comply with the Lord Chancellor's Code of Practice on the management of records.

[TS/26052015/K]

6.0 Equalities implications

6.1 There are no equalities implications arising from this report.

7.0 Environmental implications

7.1 There are no environmental implications arising from this report.

8.0 Human resources implications

8.1 There are no human resource implications arising from this report.

9.0 Corporate landlord implications

9.1 There are no corporate landlord implications arising from this report.

10.0 Schedule of background papers

10.1 There are no background papers.