CYNGOR SIR *POWYS* COUNTY COUNCIL

County Council
16th July 2014

REPORT AUTHOR: County Councillor Myfanwy Alexander, Portfolio Holder for Communications and ICT

SUBJECT: Question from County Councillor Kathryn Silk

Further to my question to Council on 30th April, can the Cabinet Member for Communications and ICT give details of how many breaches of data protection occurred within the Planning Department during 2013/14?

In the financial year 2013/2014 there were two instances of a breach of personal data within the Planning Department of the Council; following personal data being disclosed via the Council's web site.

The personal data disclosed was not considered sensitive under the terms of the Data Protection Act 1998.

Both instances were investigated, and information legislation training specific to the services was provided to Managers within the Regeneration Property and Commissioning Directorate.

On both occasions the lessons learnt were incorporated into the development of new processes in the way that personal data is identified and handled when being placed on the Council's web pages.

Powys County Council continues with the development and implementation of robust information governance practices and the lessons learnt from information security incidents inform our further development.

A key element of these information governance practices is the mandatory training in Data Protection, ICT, and Information Security for all staff processing personal data as part of their duties. Current training figures stand at 99%.

Staff's understanding of their responsibilities towards the handling of personal data is evidenced in their compliance with the robust processes in place to identify and manage information security incidents.

Earlier this year auditors for the Information Commissioner's Office determined that Powys County Council demonstrates a reasonable level of assurance that process and procedures are in place and are delivering data protection compliance.

Based on information governance practices implemented and those which continue to be developed it can considered that the Council is actively developing systems to safeguard compliance with information legislation, including the reporting and management of Information Security Incidents.