
INFORMATION GOVERNANCE PROGRAMME PROGRESS REPORT

SUMMARY REPORT

Purpose of the Report

1. To provide an update on the information governance online awareness courses completion statistics as requested by Audit Committee in September 2016.

Summary

2. The information governance awareness programme requires the completion of three mandatory online awareness courses by all staff that can access the Council's network, namely Information Security, Social Media and Data Protection.
3. The table in **Appendix 1** shows the latest completion figures. The position is an improvement on that reported in September 2016 and a further update will be provided at the Committee.
4. A leaflet covering information management issues and responsibilities has been provided to line managers for distribution to staff who cannot access the network.

Recommendation

5. It is recommended that progress on the information governance awareness programme be noted.

Reasons

6. To provide the Audit Committee with a status report on the delivery of a key strand of the Council's Information Governance Programme.

**Paul Wildsmith
Director of Neighbourhood Services and Resources**

Brian James, Head of Corporate Assurance : Extension 5408
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Background Papers

S17 Crime and Disorder	There is no specific crime and disorder impact.
Health and Well Being	There is no specific health and well being impact.
Carbon Impact	There is no specific carbon impact.
Diversity	There is no specific diversity impact.
Wards Affected	All wards are affected equally.
Groups Affected	All groups are affected equally.
Budget and Policy Framework	This report does not recommend a change to the Council's budget or policy framework.
Key Decision	This is not a key decision.
Urgent Decision	For the purposes of the 'call-in' procedure this does not represent an urgent matter.
One Darlington: Perfectly Placed	There is no specific relevance to the strategy beyond a reflection on the Council's governance arrangements.
Efficiency	Implementation of effective information governance systems and procedures has a positive impact on efficiency.

APPENDIX 1

As at 9th December 2016	Info Sec 2015		Social Media		DPA		Users
	Comp	%age	Comp	%age	Comp	%age	
Neighbourhood Services & Resources	467	98.32	469	98.74	449	94.53	475
Community Services	115	100.00	115	100.00	115	100.00	115
Communications	10	100.00	10	100.00	9	90.00	10
D'ton P'ship & Creative D'ton	3	100.00	3	100.00	3	100.00	3
Finance & Human Resource Management	70	98.59	70	98.59	70	98.59	71
Housing and Building Services	166	97.65	168	98.82	157	92.35	170
Law & Governance	103	97.17	103	97.17	95	89.62	106
Economic Growth	161	93.06	156	90.17	156	90.17	173
Economic Initiative	28	82.35	25	73.53	27	79.41	34
Capital Projects, Transport and Highways	66	100.00	66	100.00	65	98.48	66
Regulatory Services	67	91.78	65	89.04	64	87.67	73
Children & Adult's Services	446	79.08	445	78.90	307	54.43	564
Public Health	4	100.00	4	100.00	4	100.00	4
Children's Services	311	75.67	309	75.18	188	45.74	411
Adult Services	114	87.02	114	87.02	98	74.81	131
Strategy and Commissioning / Transformation	17	94.44	18	100.00	17	94.44	18
Totals	1074	88.61	1070	88.28	912	75.25	1212