

# Audit and Governance Committee



Date of meeting: 22 July 2025

Title of Report: **Information Governance Annual Report 24/25**

Lead Member: Councillor Sue Dann (Cabinet Member for Customer Experience, Sport, Leisure and HR and OD)

Lead Strategic Director: Ian Trisk-Grove (Service Director for Finance)

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Your Reference: [Click here to enter text.](#)

Key Decision: No

Confidentiality: Part I - Official

## Purpose of Report

To provide the annual Information Governance Figures

## Recommendations and Reasons

- I. The Committee are invited to note the contents of the report. There are no specific recommendations for decision in the report

## Alternative options considered and rejected

- I. None

## Relevance to the Corporate Plan and/or the Plymouth Plan

The items in the report ensure that the Council is democratic by ensuring we meet our requirements for transparency in the provision of information to the public, that the Council is responsible by taking appropriate action when the Data Protection Act is breached.

## Implications for the Medium Term Financial Plan and Resource Implications:

Dependant upon further growth of requests

## Financial Risks

None identified

## Legal Implications

(Provided by Liz Bryant)

The implications of non-compliance with Information Governance legislation are highlighted within the report and the measures in place to address compliance issues have also been explained. The effectiveness of these measures and any resultant improvement in compliance will need to be carefully monitored

## Carbon Footprint (Environmental) Implications:

**Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:**

None

## Appendices

\*Add rows as required to box below

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Information Governance 2024-25							

### Background papers:

*\*Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable)						
	<i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

**Sign off:**

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<p>Originating Senior Leadership Team member: Ian Trisk-Grove</p> <p>Please confirm the Strategic Director(s) has agreed the report? Yes</p> <p>Date agreed: 10/07/2025</p>											
<p>Cabinet Member approval: Councillor Tudor Evans OBE approved verbally</p> <p>Date approved: 14/07/2025</p>											

