

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked

I would like to request for the following information under the FOI Act 2000.

1. What is the Job Title of the Senior Information Risk Officer (SIRO)
2. How many Full time and Part-time post are there in the Information Governance Team?
3. Do you have an Information Steering/ Management or Similar Group that deals with information Governance? If yes please provide their Job Titles
4. What is the average cost in salaries per year for the whole team?
5. Is there a Full time or Part time post responsible for the following information Governance areas?

1. Data Protection
2. Freedom of Information
3. Caldicott Guardian
4. Information Security
5. Records Management

If not tell me which of these responsibilities are held by one person and what their job title is.

Response

It should be noted that expression "Information Governance" has a clearly delimited meaning within this organization and covers compliance with the requirements of DPA, FOIA etc. only. It functions within Information Assurance led by the Head of Information Security. Response details below are likely to change in the future as the organization and in particular information related functions are subject to an organizational review.

1. The Senior Information Risk Officer (SIRO) is the Deputy Chief Executive & Chief Operating Officer.

2. There are 4 Full time posts in the Information Governance Team

3. Information Steering/Management is delegated to the Information Management Programme Board (IMPB) by the Corporate Operations Board. Information Governance is a subset of the business of the IMPB, membership of which is currently:

- Director Information & Support

- Head of Information Security
- Head of Information Management
- Head of Information Governance
- Head of Partnerships Planning & Performance (Organisation Development & Improvement)
- Head of Customer Access & Information/Knowledge Partnership (Planning & Commissioning Division)
- Head of Enterprise Services (Information & Support)

4. Average annual salary costs for the Information Governance Team is £155900, NB: this includes on-costs

5. Staffing for Information Governance related roles is as follows:

- Data Protection and Freedom of Information is dealt with by the Information Governance Team of 4 full time staff.
- The Caldicott Guardian duties are part of the role of the Director of Commissioning (Strategic Commissioning Division), a singular post
- Information Security is dealt with by the Head of Information Security, a singular post
- Records Management at a corporate level is dealt with by Head of Information Management who is supported by a team of 4

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If you are dissatisfied with the handling of your request please write to:

**Head of Information Governance
Information and Support
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG
e-mail: foia@leicester.gov.uk**

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such

request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office

Wycliffe House

Water Lane

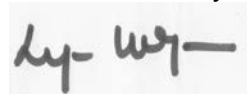
Wilmslow SK9 5AF

Telephone: 01625 545 700

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to Head of Information Governance before contacting the Commissioner.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Lynn Wyeth', is written over a light grey rectangular background.

Lynn Wyeth

Head of Information Governance