

# Decision Schedule



## Cabinet Member for Community Services, Work & Skills

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**TO ALL MEMBERS OF NEWPORT CITY COUNCIL**

### **Decision Schedule published on 12 August 2016**

The Cabinet Member took the following decisions on 12 August 2016. They will become effective at Noon on 22 August 2016 with the exception of any particular decision(s), which is (are) the subject of a valid "call-in".

The deadline for submission of a 'Call-in' request form is 4.00 pm on 19 August 2016.

Information relating to the 'Call-in' process can be found via [Democratic Services](#).

Reports relating to staffing issues/Confidential reports are not circulated to all members of the Council as part of the consultation/call-in processes.

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### **CSW&S 07/16**

#### **Annual Information Risk Report – 2016/16**

#### **Options Considered/Reasons for Decision**

Local Authorities collect, store, process, share and dispose of a vast amount of information. The Council must meet its statutory responsibilities effectively and protect the personal information it holds throughout its life cycle; from creation through storage; use, retention, archiving and deletion.

The purpose of the council's fourth Annual Information Risk Report was to provide an assessment of the information governance arrangements for the Council and identify where further action was required to address weaknesses and make improvements.

#### **Decision**

To endorse the Annual Information Risk Report 2015-16 and proposed actions.

#### **Consultation**

Monitoring Officer, Head of Finance and Head of People & Business Change  
All members were consulted and provided with an opportunity to comment. Any comments received and response thereafter are set out in the report.

**Implemented By:** Head of People & Business Change

**Implementation Timetable:** Immediate

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COUNCILLOR R JEAUVONS, CABINET MEMBER COMMUNITY SERVICES, WORK & SKILLS

Signed:

Date: 12 August 2016

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