

## ARF010 Data Governance Risk

### Risk Status Progress Report May 2020

#### Description of risk and impact

Because of	There is a chance that...	leading to...
Lack of formal data governance	<p>Data quality may be negatively impacted</p> <p>Data may be inappropriately used</p> <p>Data breach may negatively impact Council reputation</p> <p>We are non-compliant with relevant legislation</p>	<p>Slow, ineffective decision making</p> <p>Lack of confidence in data and decisions made on the data</p> <p>Increased organisational risk</p> <p>Mistakes/errors</p> <p>Ineffective and poor processes</p> <p>Inefficient customer service</p> <p>Legal liability and sanction</p> <p>Reputational damage to Council and Councillors</p>

Data is an asset. Good data, used and analysed appropriately, enables faster, transparent, decision making, reducing organizational risk.

Data Governance at FNDC is in its infancy. Currently Data Governance only exists at FNDC because the Information Services Operations Team is forced, by technical constraints (e.g. database technical requirements), to enable or enforce data governance. To realize the full benefits of good Data Governance several treatments are required, such as the implementation of data governance; data security protocols; and Data Management policies and process.

Data governance is the overarching framework that outlines the creation, maintenance, disposal and protection of data. The objectives of data governance are:

- Assure of data security and data quality
- Maximise the benefit generation of information
- Designate accountability for data quality
- Enable evidence-based policy development
- Increase consistency and confidence in decision making
- Consistent reporting
- Enable evidence-based business cases and strategies

## Existing Treatments

Proposed High level treatment plans:

1. Oversight of Data Governance will be provided by Corporate Services.

The aim of Data Governance is to provide:

- Assurance of data security and data quality
- Maximize the benefit generation of information
- Designate accountability for data quality
- Enable evidence-based policy development
- Increase consistency and confidence in decision making
- Provide consistent reporting
- Enable evidence-based business cases and strategies

2. Several policies have been drafted and the need for a number of additional policies identified e.g. Data Cleansing and Quality Policy

- a. Data Governance Policy designed to manage the creation, transformation, and usage of data and related information owned by or in the care of Far North District Council
- b. A Data Protection Policy has also been drafted. Its purpose is to describe how personal data must be collected, handled, and stored and retrieved, in order to meet the Far North District Council's data protection standards, comply with the law, and respect individual rights. This policy address data - collection, storage, use, accuracy, retention and protection.

To address governance the following internal policies and procedures are required:

- Policy for Data (Security, Privacy, Ethics, Retention, Sourcing)
- Procedures for monitoring performance
- Procedures for reporting on raw data (meta-data)
- Procedures for ensuring legislative and Audit compliance including Internal data audit
- Procedure for actions in event a data breach

3. FNDC needs to implement the requirements of the internal policy "PC033 Privacy Policy", adopted August 2019, such as agree designated Privacy Officers.

## Where are the gaps? / what more could we be doing?

Inherent Risk:	Trend	Residual Risk:	Accountable:	CEO	Date raised:	29/11/18	Report frequency:
	↑		Responsible:	Mgr. Data Insights and Programme Delivery	Date accepted:	30/05/19	Six monthly