

Data Protection Officer  
Freedom of Information  
NW Leicestershire District Council  
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## FREEDOM OF INFORMATION REQUEST 1107

I write further to your email dated 11 February 2020.

Your request has been dealt with under the terms of the Freedom of Information Act 2000, explained on our [freedom of information](#) page.

Your request:

- a. How many of your employees work with children or vulnerable people (e.g. social workers, or those who work in fostering, education or child and adult care)?

21

- b. How many of your employees who work with children or vulnerable people are 'remote workers' or 'flexible workers' (i.e. they perform some of their duties away from a fixed/office location – for instance, performing home visits or working from home outside of regular office hours)?

6

**All the below questions relate to those employees who work with children or vulnerable people, and are also considered 'remote workers' or 'flexible workers' as identified in questions a. and b. above**

- c. Do you provide these employees with any of the below devices so that they can perform their jobs outside of the office (indicate all that are applicable)?

*Smartphone*

*Laptop computer*

- d. Are they able to perform the following tasks on these council-provided devices?
- a. Access centrally stored information on the individuals they are dealing with  
*Yes*
- b. Save information on their cases or specific individuals to the device  
*No need to do this, can be saved centrally.*
- c. Save information on their cases or specific individuals to central storage that isn't on the council-provided device (e.g. through a VPN connection)  
*Everything is saved on centrally managed storage system.*
- d. Communicate with colleagues over email  
*Yes.*
- e. Use collaboration tools (e.g. Microsoft Teams, Slack, WhatsApp)  
*Yes.*

- f. Communicate with the specific children or vulnerable people they are working with (e.g. over email or instant messaging)  
*Email or phone.*
  - g. Communicate with people who work outside the organisation (e.g. contractors or other public services)  
*Email or phone.*
  - h. Personal tasks – e.g. visiting non-work-related websites or accessing personal email accounts  
*Yes (subject to ICT security policy).*
- e. How many of these employees have complained to the organisation that they could not perform work they need to on their council-provided device (e.g. because of issues with the device, difficulty accessing information, or a lack of training) in the past 12 months?  
*0.*
- f. Do you prevent these employees from using their own personal devices for work-related tasks due to concerns over data privacy?  
*Yes, we prevent all tasks.*
- g. Are you aware of any of these employees sharing their personal mobile phone number for work purposes when instructed not to? If possible, how many have done so?  
*No.*

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## **GOING FORWARD**

If you are dissatisfied with the information supplied please feel free to contact me on the number above for any queries in relation to this response. Please note that in responding to further enquiries I can only comment on the information contained within this correspondence and cannot provide any further information that may pertain to an additional FOIA request.

Please remember to quote the Authority's four digit reference number given at the top of this email in any future communications.

If you remain dissatisfied following the conclusion of the above informal review, you have the right to ask for an internal review. A request for a review whether formal or informal should be submitted within two calendar months of the date of receipt of the response to your original letter and should be sent to [DPO@NWLeicestershire.gov.uk](mailto:DPO@NWLeicestershire.gov.uk) or the address above.

Further details on our appeals and complaints procedure can be found on our website [here](#).

If you remain dissatisfied following the conclusion of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at [accessicoinformation@ico.org.uk](mailto:accessicoinformation@ico.org.uk).