

Information Governance Support (IGS)



IGS Service Offer – pricing 2023/24

Service	Details					
Data Protection Officer (DPO) Service	DPO Role	Advice and Guidance	GDPR Basics Virtual Training	Annual Audit	Statutory request completion	ICO Complaint Handling
	✓	Unlimited	✓	✓	✓	✓
Schools, MATs, Consortia and Formal Schools Partnerships	1 - 4 schools = £1552.50 per school 5 - 9 schools = £1345.50 per school 10+ schools = £1138.50 per school			<p><u>Please note:</u> Annual audits will be conducted virtually.</p> Advice & guidance is provided by email or telephone		
Lite Support Service £850 per school	DPO Role	Advice and Guidance	GDPR Basics Virtual Training	Annual Audit	Statutory request completion	ICO Complaint Handling
	✗	Maximum 8 hours	✓	✗	✗	✗

Pay as You Go Services

Advice and Guidance (per hour)	Telephone and email advice on information law compliance, information governance best practice including support with statutory requests.	£100
Statutory Request Fulfilment (per hour)	Completion of Freedom of Information, Environmental Information Regulation and Subject Access Requests.	£150
ICO Complaint Fulfilment (per hour)	Preparation of responses to ICO complaints.	£300
Data Compliance Audit (One day)	Onsite Data Compliance Audit gathering findings from pre-audit questionnaire, employee interviews and presenting recommendations for a compliance action plan (includes compliance templates training).	£1000
Consultancy (per hour)	Targeted support on information governance areas of specific concern (travel to sites will be chargeable time).	£100
Virtual Training (per course)	A range of CPD Accredited virtual training courses, delivered by a qualified practitioner on a range of data protection topics.	£300 - £500 per course (maximum 30 attendees)
Training Videos	A range of CPD Accredited training videos, including GDPR Basics, Data Protection for School Governors, Technology & Data Protection, please see our website for full list www.igs.essex.gov.uk	£30 - £50 per video
Bespoke Training (½ Day)	CPD Accredited training courses relating to data protection subject matter such as the Data Protection Officer Role, Statutory request handling, GDPR Records of Processing, Data Protection Impact Assessments etc., built to meet your specific needs.	£500
IGS Framework (Compliance Evidence Templates)	Document templates to be used as evidence of compliance for regulators and auditors, containing over 60 documents, most documents are pre-populated to help assure your compliance and reduce your workload. <i>Free with an Audit. For schools: £200 per school if buying a training course</i>	£400

Please contact IGS@essex.gov.uk or call 03330 322970 if you wish to access services.

Prices do not include VAT (charged where applicable).

The IGS Framework (Compliance Evidence Templates) is under copyright and is a licenced product.