

Network Folder Drive Timescale

Service Name	Date Structure Required
Property Services	Structure in place
Leisure & Environment	22/03/19
Housing & Inclusion	19/04/19
Development & Regeneration	17/05/19
Finance & Human Resources	14/06/19
Legal & Democratic	14/06/19
Chief Executive Officer	14/06/19
BT Lancashire (Revenues & Benefits)	14/06/19

Note - IAO = Information Asset Owner

Appendix 1

Transfer Period - access to staff One month	IAO Access Only one month
04/03/19 to 26/04/19	29/04/19 - 31/05/19
23/04/19 to 21/05/19	22/05/19 - 12/06/19
06/05/19 to 07/06/19	10/06/19 - 12/07/19
10/06/19 to 12/07/19	15/07/19 - 16/08/19
17/06/19 to 15/07/19	19/08/19 - 20/09/19
17/06/19 to 15/07/19	19/08/19 - 07/10/19
17/06/19 to 15/07/19	19/08/19 - 07/10/19
17/06/19 to 15/07/19	19/08/19 - 07/10/19