

Report to:	Audit and Governance Committee	Date of Meeting:	Wednesday 5 December 2018
Subject:	ICT Security Policy		
Report of:	Head of Corporate Resources	Wards Affected:	All
Portfolio:	Cabinet Member Regulatory Compliance and Corporate Services		
Is this a Key Decision:	N	Included in Forward Plan:	No
Exempt / Confidential Report:	No		

Summary:

The purpose of this report is to obtain approval for revised security policy documentation relating the authority's ICT estate; new policy documents have been produced to replace the existing Information & ICT Security Policy last updated in 2017.

Recommendation(s):

(1) that Audit and Governance Committee approve the three core documents and the internal publication of the Acceptable Use Policy in January 2019

Reasons for the Recommendation(s):

To ensure that Sefton's ICT is operating in line with industry standards for ICT Security Management

Alternative Options Considered and Rejected: (including any Risk Implications)

Not to make any changes to existing documentation – rejected, as this would not be consistent with the requirements of the new ICT Contract and Sefton would not be operating in line with leading industry practice, which could expose the organisation to increase risk of CyberCrime/Cyber Security or Information Breach.

What will it cost and how will it be financed?

(A) Revenue Costs

Not applicable

(B) Capital Costs

Not applicable

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets): Revised policy documentation for review by all authorised users of Sefton ICT services IT changes and security infrastructure changes to be addressed within the ICT Contract Management
Legal Implications: There are no legal implications
Equality Implications: There are no equality implications.

Contribution to the Council’s Core Purpose:

Protect the most vulnerable: Not applicable
Facilitate confident and resilient communities: Yes, the provision of a secure network will provide the foundation for any further developments of digital services for residents
Commission, broker and provide core services: Yes, provision of a secure ICT Environment
Place – leadership and influencer: Not applicable
Drivers of change and reform: Yes, ICT is a key enabling programme to deliver the Framework for Change
Facilitate sustainable economic prosperity: Not applicable
Greater income for social investment: Not applicable
Cleaner Greener: Not applicable

What consultations have taken place on the proposals and when?

(A) Internal Consultations

Members of the Executive Information Management Group have been consulted on the policy documents and feedback incorporated as required. Membership includes

- Head of Commissioning Support and Business Intelligence

- The Head of Corporate Resources
- Chief Legal and Democratic Officer
- Performance and Intelligence Manager
- Information Management and Governance Lead
- Workforce Learning and Development Manager

The Head of Corporate Resources (FD 5452/18) and the Chief Legal & Democratic Officer (LD 4577/18) have been consulted and comments have been incorporated into the report.

(B) External Consultations

Not applicable

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet Meeting

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Appendices:

- A Information Security Management Policy
- B Initial Security Management Plan
- C ICT Acceptable Use Policy

Background Papers:

There are no background papers available for inspection.

1. Introduction/Background

- 1.1 In 2017 the authority embarked on a radical programme of ICT Transformation, to improve the Council’s ICT provision to support both the Framework for Change Programme and to create a state of readiness for a new ICT Provider. In addition to enabling a step change in service delivery to support the delivery of interdependent PSR workstreams namely the Asset and Accommodation Strategy (PSR8) and Locality Teams (PSR2). The three key deliverables were
 - 1.1.1 Services and staff – to improve the end user experience and support the introduction of new ways of working
 - 1.1.2 ICT Service – to deliver a new ICT Support service and associated services to improve reliability and functionality of ICT as well as supporting continual improvements/service transformation

1.1.3 ICT Infrastructure – to enable agile working, reduce the complexity of system delivery as well as providing the platform for Sefton to take full advantage of advances in technology moving forwards

1.2 Alongside the delivery of a new technical and support infrastructure it is essential to align associated policies that govern both ICT Security operations and Acceptable Use of ICT to ensure the provision of a robust and secure network. These documents are as follows:-

- Information Security Management System Policy, which governs the provision of contracted technology and telecommunications services to Sefton in line with the International code of Practice for Information Security Management ISO27001:2013
- The Initial Security Management Plan which describes how the ICT Services provider (Agilisys) manages Information Security according to leading industry practice and specifies any additional or different application of controls to ensure a secure network
- Acceptable Use Policy, which aims to provide clear guidance on the acceptable use of ICT for authorised users, to protect the security of the network and reduce the risk of a data breach.

2. Proposals for Approval

2.1 Since the publication of the last Information & ICT Security Policy in 2017 the authority has significantly changed its approach to ICT service delivery, with a new ICT service provider in Agilisys and radically different model of service delivery. This includes a significant increase in agile working devices and a move to utility computing; cloud-based services.

2.2 Given the fundamental changes in service delivery it is proposed that rather than modifying the existing document a new approach should be taken to split the document into three different policy documents, each of which has a different audience. This approach will support users of Sefton's ICT services by providing quick and clear guidance, as well as moving the responsibility for the technical policy documentation to the ICT Contractor; as defined within the Contractual Agreement and requirements.

3. Conclusion

This report provides a three core policy documents for approval, to streamline the current guidance documentation available for all authorised users of Sefton's ICT environment, as well as ensuring the Sefton is operating in line with Industry Standards for ICT Security Management.