Report to Director of Organisational Development & Democratic Services

Subject: Information Security Policy Update

Date: 25 May 2018

Author: Service Manager – Customer Services and Communications

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Wards Affected
Not Applicable

Purpose
This report seeks approval to update the Information Security Policy.

Key Decision
This is not a Key Decision

Background
The Council's Information Security Policy was originally approved by Cabinet during April 2013. The Policy sets out the legal framework for information security along with clearly defined responsibilities. The Policy was updated in December 2015 and delegated powers given to the Director to approve minor updates to the Policy or any changes required in order to secure PSN compliance (or equivalent security standard). Further updates to reflect changes in job titles, authorisations, password requirements and website blocking were approved by the Director in July 2016, following a review by the Corporate Data Security Group.

Following a further review, to ensure that it is still fit for purpose and compliant with the implementation of the General Data Protection Regulations (GDPR), it has been concluded that updates to the Policy are required to meet the continual need to adequately protect the Council's information assets and ensure continued compliance with current regulations, guidance and standards.

Proposal
The proposed changes to the policy are:

- Amendments to the Information Security Incident Management section (approved by Cabinet on the 3 May 2018)

Further information on the subject of this report is available from
Gary Bennett, IT Research and Development Manager (0115) 9013871

- Changed references to GovCertUK, which no longer exists as a separate entity, to the National Cyber Security Council (NCSC)
- Minor updates to the password section to correct elements of the recent domain password changes in the requirements section
- Updated job titles in the Emergency Situations section

A copy of the Policy incorporating the proposed changes is at Appendix 1 to this report.

Alternative Options

Not to approve the changes proposed, however, this will result in the Policy being out of date and not complying with current guidance/standards.

Financial Implications

Any costs associated with the implementation of the Policy can be met within existing approved base budgets.

Appendices

Appendix 1 – Information Security Policy v1.7.

Background Papers

None identified

Recommendation(s)

   THAT:

   (a)   Approval is given to make the proposed changes to the Information Security Policy as set out in the report.

Reasons for Recommendations

To ensure that the Information Security Policy remains fit for purpose and adequately protects the Council's information assets and ensure continued compliance with current regulations, guidance and standards.