

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader and Cabinet 13 July 2006
AUTHOR/S: Assistant Director Finance and Resources (ICT)

ICT SECURITY POLICY AND USAGE GUIDELINES

Purpose

1. To provide a review of the ICT Security Policy and Usage Guidelines and approval of revised version.

Effect on Corporate Objectives

2. Quality, Accessible Services	To ensure appropriate security measures and guidance is available to support the continued availability of ICT systems and associated services.
Village Life	
Sustainability	
Partnership	

Background

3. The ICT Security Policy and Usage guidelines were originally drafted in April 2001 with subsequent revisions in 2002 and 2003. The return to an in-house supported provision for ICT services has required a number of changes to the systems employed. The ICT Security Policy and Usage guidelines have been reviewed to reflect those changes.

Considerations

4. Review of the guidelines is a requirement to ensure compliance with good practice and current legislation. The policy is designed to protect both the Council and its staff (the user).
5. Failure to update the policy in line with system and/or service changes could lead to exposures which may have an impact on the ability of the Council to conduct it's business.
6. The policy forms the framework under which all access (internal and external) to ICT systems is governed. The Councils dependencies on electronic systems and services demand a robust usage policy.

Options

7. To review the current document, draft version 3, and approve its subsequent publication.

Financial Implications

8. None.

Legal Implications

9. None.

Staffing Implications

10. None.

Risk Management Implications

11. Regular updates and revisions ensure best practice and reduce any possible risk exposure to the Council.

Consultations

12. ICT
Cambridgeshire County Council CCN Team
Internet Watch Foundation

Recommendations

13. Cabinet are asked to approve the revised ICT Security Policy and Usage guidelines, June 2006.

Background Papers: the following background papers were used in the preparation of this report: ICT Security Policy and Usage guidelines 2002/3

Contact Officer: Steve Rayment – Assistant Director Finance and Resources (ICT)
Telephone: (01954) 713010