AGENDA ITEM: 5

SUMMARY

Report for:	**Audit Committee**
Date of meeting:	**19 September 2012**
PART:	**1**
If Part II, reason:	

Title of report:	**INFORMATION SECURITY UPDATE REPORT**
Contact:	Author/Responsible Officer: John Worts, ICT Team Leader
Purpose of report:	To update Audit Committee on actions taken following Internal Audit report on Information Security.
Recommendations	That Audit Committee consider and accept the update as provided in the body of this report.
Corporate objectives:	
Implications: 'Value For Money Implications'	Financial None arising from this report Value for Money None arising from this report
Health And Safety Implications	

Introduction

As part of the action plan following the Information Security Audit, I have authored and combined the Council's ICT Security and Information Management Policies.

In May 2012 Audit Committee – I presented to the Committee an update or highlight report covering the 24 point action plan.

A Majority of these areas have been completed, with some elements becoming more of an on-going project.

I would like to take this opportunity to appraise you of the Council's new Information Policy / Procedure structure – which I have entitled 'Information Assurance'

Information Assurance Document Structure

Previously these were located on the Council's Intranet and spread across various locations. The ICT Policies were separated into various technical areas resulting in over thirty different policy documents.

A revamp of the policies was required, and a stronger overarching policy was needed, whilst the disparate technical policies have been combined into one document.

A naming convention has been applied to make it easier to distinguish protocol, policy, procedures, forms and guidance notes.

The protocol, policy, procedures and guidance notes – are all located in one area on the Council's intranet under 'Documents…Information Management and Security'.

Alongside the relevant corporate policies, I will also place useful hints and tips as well as current alerts for staff and members alike.

I have included a number of enclosures in this report, that I would like to draw your attention to, namely;

1. Information Assurance Document Structure V3.6 August 2012
2. DBC000 IAP Corporate Information Protocol
3. DBC001 IS Corporate Information Security Management Policy
4. DBC010 IS Corporate Information Technology Security Policy

DBC000 Corporate Information Protocol is the overarching statement and drivers document.

DBC001 is the global information security policy recommended by internal audit, and DBC010 is the document that I have derived from the disparate technology policies previously held by the Council.

These documents are authorised and live, and I will subject to appropriate authorisation ensure they are current and informed of changes to regulation and compliance standards.

I would like to provide a summary of the enclosed and would welcome your views, comments and thoughts.