



Executive Committee

No direct Ward relevance

22 April 2009

GOVERNMENT CONNECT

(Report of the Head of Customer and IT Services)

1. Summary of Proposals

To seek delegated authority to make minor policy changes to various existing policies in regard to recruitment and security to comply with the requirements of the Gov. Connect scheme.

2. Recommendations

The Committee is asked to **RECOMMEND** that

authority be delegated to Officers to make minor policy changes to relevant existing recruitment and security policies to comply with the requirements of the Gov. Connect scheme, as follows:

- 1) **authority be delegated to the Head of Customer and IT Services, in consultation with the Portfolio Holder for Corporate Management, to make relevant minor changes to the IT Equipment Use and Security Policy; and**
- 2) **authority be delegated to the Head of Human Resources and Communications, in consultation with the Portfolio Holder for Corporate Management, to make relevant minor changes to Recruitment and Selection Policy.**

3. Financial, Legal, Policy, Risk and Sustainability Implications

Financial

- 3.1 There are no perceived financial implications.

Legal

- 3.2 There are no perceived legal implications.

Policy

- 3.3 The proposed changes would insert additional definition within the Recruitment and Selection Policy in regard to validation of identity

for staff involved in accessing restricted information, and formulate a process for reporting of security incidents within the IT Equipment Use and Security Policy.

Risk

3.4 There are no perceived additional risks arising from the proposal.

Sustainability / Environmental

3.5 No such implications have been identified.

Report

4. Background

4.1 The Government is seeking to enable Councils and other bodies to make better use of technology, and to ensure that restricted data is protected whilst in transit between such bodies.

4.2 A network has been established (Gov. Connect) that allows such authorities and bodies to communicate securely. In allowing public authorities to connect to this network a set of security controls have been introduced to ensure that systems and processes at those authorities are adequate to ensure the security of the data passing through the network.

4.3 During 2008 the Department of Work and Pensions gave notice to all public authorities that it was changing the way it passed data between itself and those public authorities, and that from April 2009 would accept communication only via the Gov. Connect network.

5. Key Issues

5.1 The Council needs to make minor amendments to the existing Recruitment and Selection Policy, and the IT Equipment Use and Security Policy in order to meet the requirements of the security controls for connection to Gov. Connect.

5.2 The amendment to the Recruitment and Selection Policy is to enable more detailed validation of an employee's identity prior to that employee gaining access to restricted data.

5.3 The amendments to the IT Equipment Use and Security Policy will set out the process for the reporting of security incidents and events, and for requesting non standard IT equipment.

5.4 The Council can be audited to ensure that the relevant policies and controls are in place, and if found to be non-compliant can have its authorisation to connect to the Gov. Connect suspended or

terminated. The implications of this action would render the authority unable to process Council Tax and Housing Benefits on behalf of the Department of Work and Pensions.

6. Other Implications

Asset Management: None identified.

Community Safety: None identified.

Human Resources: The amendments to the Recruitment and Selection Policy would require employees to provide additional personal details to validate their identity, which would need to be stored securely.

Social Inclusion: None identified.

7. Lessons Learnt

Not applicable.

8. Background Papers

None stated.

9. Consultation

Relevant Borough Council Officers have been consulted in the preparation of this report.

10. Author of Report

The author of the report is Rob Seager (IT Services Manager) who can be contacted on extension 3284 (e-mail rob.seager@redditchbc.gov.uk) for more information.

11. Appendices

None.