

Surrey Heath Borough Council
Employment Committee
6 April 2022

Information Security Policy

Strategic Director/Head of Service	Louise Livingston
Report Author:	Stuart Field, ICT Manager
Key Decision:	no
Wards Affected:	n/a

Summary and purpose

This report provides the Employment Committee with information regarding the Council's Information Security Policy which is an annual item on the agenda.

The policy has been amended to reflect:

- 2.5 inclusion of web browser
- 5.3 further information regarding personal and third party equipment
- 6.10 further information regarding remote access
- 9.2 Further information regarding storing documents and files

Recommendation

The Committee is advised to RESOLVE that that the revised Information Security Policy, as set out at Annex A to the report, be adopted.

1. Background and Supporting Information

- 1.1 The Information Security Policy is to be reviewed annually. If there is a need to change it before the annual review it will come back for recommendation sooner.
- 1.2 The proposed revisions to the Policy were considered by the Joint Staff Consultative Group at its meeting on 29 March 2022.

2. Reasons for Recommendation

- 2.1 The Information Security Policy needs to be kept under review and will be presented to the Committee annually unless there is a requirement to change it sooner.

3. Proposal and Alternative Options

- 3.1 The adoption of the Information Security Policy for the next 12 months when it is reviewed again unless it requires reviewing before this anniversary.

Annexes

Annex A - Information Security Policy

Background Papers

n/a