

CHESHIRE EAST COUNCIL

REPORT TO: STANDARDS COMMITTEE

Date of Meeting: 27 September 2010

Report of: Head of ICT Security

Subject/Title: ICT Code of Practice for Members

1.0 Report Summary

- 1.1 The ICT Security Policies have been developed and agreed. A Code of Practice for Staff has been produced to give specific examples and guidance to aid the interpretation of the detailed policies. A Code of Practice for Members has also been produced to give specific examples. This report details the Code of Practice for Members.

2.0 Recommendation

- 2.1 The Committee is asked to RESOLVE –

That the ICT Code of Practice for Members be adopted by the Standards Committee as protocol.

3.0 Reasons for Recommendation

- 3.1 The ICT Code of Practice has been developed by the Corporate Governance Sub-Group following advice from the Corporate Governance Group and the ICT Members Panel.
- 3.2 The Code has been finalised ready for recommendation by the Standards Committee.

4.0 Wards Affected

- 4.1 Not applicable

5.0 Local Ward Members

- 5.1 All Councillors

6.0 Policy Implications

- 6.1 The ICT Code of Practice contributes to the system of internal controls operated by the Council under its Code of Corporate Governance.

7.0 Legal Implications

- 7.1 The ICT Protocol would be a reference point for any investigations carried out into complaints against Members which related to ICT.

8.0 Risk Management

- 8.1 The ICT Protocol contributes to the Council's Risk Management Framework.

9.0 Background

- 9.1 Interim ICT Security Policies were produced prior to the Cheshire East Council ICT Policies being set up. The Cheshire East ICT Security Policies have been developed by Corporate Governance Sub-Group.

- 9.2 The Corporate Governance Sub-Group was set up to work through the working detail of the ICT Security Policies for the Corporate Governance Group. It was felt by the Sub Group that a Code of Practice for Staff and Councillors would be beneficial to give detailed examples of good practice.

- 9.3 The Code of Practice has been presented to the ICT Members Panel on the 30th July 2010. Recommendations from the panel were then taken to the Corporate Governance Group on the 9th September.

- 9.2 This report presents a Code of Practice for ICT for Councillors at Cheshire East. The Code of Practice collates existing guidance on the use of ICT at Cheshire East aligned with best practice in ICT Management

The Standards Committee is requested to review the proposed Code of Practice and agree it as a protocol.

10. Access to Information

The background papers can be inspected by contacting the report writer.

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