ANGUS COUNCIL

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE - 13TH JUNE 2000

PERSONNEL AND PROPERTY SERVICES COMMITTEE - 13TH JUNE 2000

STAFFING ADJUSTMENT - INFORMATION TECHNOLOGY DEPARTMENT

**JOINT REPORT BY THE DIRECTOR OF INFORMATION TECHNOLOGY AND THE
DIRECTOR OF PERSONNEL**

ABSTRACT
This report proposes and adjustment to the Information Technology Department's staffing establishment enabling the Council and its Departments to be prepared and protected in terms of security of computer systems and information.

1.   **RECOMMENDATIONS**

(i)   The Finance and Information Technology Committee note the contents of this report.

(ii)   The Personnel and Property Services Committee note and approve the establishment of 1 new post of Senior Support Engineer, Grade AP8 and note that the post will be filled from within the current staffing complement of the Department with the resulting vacant post being deleted from the establishment.

2.   **BACKGROUND**

Against a backdrop of increased computer 'hacking', computer viruses, fraudulent use of personal passwords and generally the more widespread use of personal computers with Internet capability, the Council's computer systems require to be configured and managed to ensure they are secure and not open to unauthorised use or misuse.

Recently, the Council approved an E-mail and Internet Policy (Report No. 481/00 refers) which sets out guidelines on acceptable/unacceptable use of facilities and measures to safeguard both the Council and employees.

Further, and following a pilot exercise to consider the whole aspect of computer security from a corporate perspective, it is recommended that the Department takes positive action and raises the priority and status of computer security within the Council.

3.   **PROPOSALS**

To complement the measures and work already undertaken on computer security it is proposed to establish a Senior Officer post with a clear corporate remit.   In addition to established IT duties the corporate role will include, co-ordination and implementation of security management systems, technical controls and monitoring including passwords, access control lists and raising awareness of computer security including provision of advice, guidance and standards of best practice.   In terms of the corporate remit it is considered that Grade AP8 is appropriate.

It is proposed to recruit and select an existing employee of the IT Department with the resulting vacant post being deleted from the establishment to help offset costs.

4.   **FINANCIAL IMPLICATIONS**

The exact financial implications of the proposal cannot be assessed until the internal appointment has been made to the new post.   However, any additional cost is expected to be marginal and can be contained within the department's existing Revenue Budget.

5.   **CONSULTATION**

The Chief Executive, Director of Finance and Director of Law and Administration have been consulted on the terms of this report.

6. CONCLUSION

The proposed amendment to the department's establishment is in the best interests of the Council and its departments and demonstrates a commitment to security of computers and information.

A Greenhill   **J Torbet**
Director of Information Technology   **Director of Personnel**

NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above Report.