REPORT TO:	COUNCIL	AGENDA ITEM: 12
DATE OF MEETING:	17th MAY 2018	CATEGORY: RECOMMENDED
REPORT FROM:	DIRECTOR OF FINANCE & CORPORATE SERVICES	OPEN
MEMBERS' CONTACT POINT:	KEVIN STACKHOUSE (01283 595811) Kevin.stackhouse@south-derbys.gov.uk	DOC: u/ks/IT/policies/report to council may 2018
SUBJECT:	PROTOCOL FOR THE USE OF INFORMATION TECHNOLOGY BY MEMBERS OF SOUTH DERBYSHIRE DISTRICT COUNCIL	REF
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

1.1 That Council adopts the updated Protocol for the use of Information Technology by Members of the Council.

2.0 Purpose of Report

2.1 To update the Protocol ahead of the introduction of the General Data Protection Regulation 2018 (GDPR) and the replacement of the current I-pads with new tablet devices.

3.0 Detail

3.1 The Protocol is contained in Section 32 of the Constitution. It was last updated in 2013 following the introduction of I-pads for Members. As planned, these are being replaced in accordance with the IT replacement schedule. Together with the introduction of the GDPR, it is timely that the accompanying Protocol which governs their usage is updated.

3.2 The revised Protocol is attached to this report. In principle, it has not generally changed although further clarification has been provided regarding security and use of the new devices to reflect updated technological requirements. In addition, it has been updated to reflect the GDPR.

4.0 Financial Implications

4.1 None.

5.0 Corporate and Community Implications

5.1 The Protocol is designed:

- To protect the Authority and its Members by ensuring proper usage of IT. This includes hardware and software, together with security and data protection.

- To protect the assets owned by the Authority. These assets include not only software and hardware but also the data being processed.

- To standardise the working environment. This will allow every computer to operate the same, wherever it is located.

- To streamline ICT equipment procedures, giving users a faster response to faults.

- To enable Members to carry out their duties safely and more effectively.

6.0 Background Papers

6.1 None.