

PSN Certification – Update Report

Date: 25th June 2021

Report of: the Data Protection Officer

Report to: Corporate Governance and Audit Committee

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

The information in the Appendix concerns vulnerabilities in the Council's ICT systems, and as this relates to the "business affairs" of the Council, it falls within the category of "exempt" information in Rule 10.4.3 of the Access to Information Procedure Rules. This information can only be treated as exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Whilst it is accepted there is significant public interest in the public being assured that the Council's ICT systems are generally secure, and fit for purpose, the disclosure of detailed information about vulnerabilities in the Council's systems could facilitate cyber-attacks by revealing which attacks could be most effective, and the safety and security of those systems and the data they contain could be seriously endangered as a result. Therefore, it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing this information.

What is this report about?

Including how it contributes to the city's and council's ambitions

- This report provides Corporate Governance and Audit Committee with an update on Leeds City Council's readiness for Public Services Network (PSN) compliance submission.

Recommendations

- a) Corporate Governance and Audit Committee are asked to receive the PSN Certification Update Report covering the period from February 2021 to June 2021 and note the updates with regards to the PSN remediation work currently undertaken by the Digital and Information Service

Why is the proposal being put forward?

- 1 The 2020 PSN submission was deferred with Cabinet Office due to COVID-19 pressures.
- 2 An action plan, documenting all the outstanding work to be completed and a firm submission date of July 2021, was submitted to the Cabinet Office on 31st December 2020. This action plan was signed off by the Chief Digital and Information Officer and shared with the Director for Resources and Housing and with the previous Chair of this Committee.
- 3 The formation of the Cyber Team late last year and the implementation of new governance arrangements for compliance related projects mean that the Council is on track to make a compliant PSN submission in July 2021. Details are set out at Appendix 1 (Cyber Team Actions) and Appendix 2 (Projects with an impact on a compliant PSN submission)

What impact will this proposal have?

Wards affected:

Have ward members been consulted?

Yes

No

- 4 Completion of the work detailed as described will enable a compliant PSN submission in accordance with timescales agreed with the Cabinet Office.

What consultation and engagement has taken place?

- 5 Significant consultation and engagement has taken place with all service areas, information management professionals, representatives from all directorates via representatives of DIS Hubs and Information Management Board members

What are the resource implications?

- 6 All DIS projects undergo a rigorous evaluation and impact assessment process to ensure value for money.

What are the legal implications?

- 7 Delegated authority for relevant functions sits with the Director of Resources and Senior Information Risk Owner and has been sub-delegated to the Chief Digital and Information Officer under the heading "Knowledge and information management" in the Director of Resources and Housing Sub-Delegation Scheme.

What are the key risks and how are they being managed?

- 8 There is a medium to low, managed risk that Leeds City Council will not be in a position to make a compliant PSN submission by July 2021.
- 9 The internally managed risk of not getting the right technical resource allocated onto the work required:
Mitigation – The Cyber Team remains in place and 'business as usual' activities are monitored by the Information Security Assurance and Compliance Board (ISAaC). ISAaC plans work in advance in 8 week tranches, prior to which resources for each tranche are approved by DIS Senior Leadership Team. With regards to projects, resources are allocated by the DIS Resourcing Team. Resourcing issues are escalated by the Project Managers to the Digital Portfolio Board for resolution.
- 10 The risk that compliance projects are not given the appropriate prioritisation:
Mitigation – The CDIO has been tasked in his first month to develop a prioritisation matrix for digital projects to present to CLT for approval. At the writing of this report, the matrix has still to be approved, however the draft version states that compliance projects are priority one. The DIS Compliance Board monitors all DIS projects which have a compliance outcome. The DPO is the Chair of this board, reporting and escalating into the Digital Portfolio Board.
- 11 The Council may be put into remediation measures by the Cabinet Office should compliance not be met.

Does this proposal support the council's three Key Pillars?

Inclusive Growth

Health and Wellbeing

Climate Emergency

12 The Council has a wide range of compliance programmes for General Data Protection Regulations, Public Services Network Information Assurance, Payment Card Industry Data Security Standards and Data Security and Protection Toolkit.

13 Non-compliance may affect the achievement of Best Council Plan objectives and the aims of council policies.

Options, timescales and measuring success

What other options were considered?

14 None – the council requires PSN certification and must therefore make a compliant PSN submission in accordance with agreed timescales.

How will success be measured?

15 The Council will receive PSN certification.

What is the timetable for implementation?

16 Work and projects are still on-going, however the Council is on-track to make a compliant PSN submission by the end July 2021.

Appendices

17 Appendix 1 – Cyber Team Actions

18 Appendix 2 - Projects with an impact on a compliant PSN submission

Background papers

19 None