

# Information Technology Policy

<b>Responsible Manager</b>	Manager, Information Technology Services
<b>Head of power</b>	<i>Local Government Act 2009</i> <i>Local Government Regulation 2012</i>
<b>Authorised by</b>	Council
<b>Authorised on</b>	23 June 2020
<b>Implemented from</b>	1 July 2020
<b>Last reviewed</b>	2020
<b>Review history</b>	2017
<b>To be reviewed on</b>	June 2021
<b>Corporate Plan</b>	People, Sustainability and Prosperity

## 1. Purpose

Council is strongly committed to implementing a standard for the management, governance and utilisation of all Information Technology [IT] infrastructure and data necessary to facilitate the delivery of Council functions. Such standard is required to:

- minimise the risk of loss or corruption of Council information;
- ensure availability and timeliness of Council electronic communications;
- enhance the efficiency and effectiveness of Council programmes; and
- ensure accountability.

## 2. Application

This policy applies to Councillors, Council employees, contractors, vendors and agents who use Council IT equipment and infrastructure.

This policy covers all software and hardware including, but not limited to computers, servers, smartphones, tablets and other technology devices owned by Council and/or utilising a Council carriage service.

Privately-owned devices accessing non-Council carriage services are not included in the scope of this Policy.

## 3. Legislation/Policies

This policy is established with reference to obligations specified in the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Manager Responsible for Review:

Chief Financial Officer

Adopted: 23/06/2020  
Due for revision: 30/06/2021



Bruce Ranga  
Chief Executive Officer