WILTSHIRE COUNCIL

STAFFING POLICY COMMITTEE
5 March 2014

Bring your own device (BYOD) policy

Purpose of the report

1. To present a policy prepared by Information Services to make clear the responsibilities of employees who would like access to Wiltshire Council data using their own IT devices such as smartphones and tablets (BYOD).

Background

2. With the development of IT technology and the Council's commitment to flexible working, device owners increasingly want access to Wiltshire Council data using their own personal devices (BYOD). The data that can be accessed using an individual's own device is Wiltshire Council's email, calendar and Lync.

Main considerations

3. The policy explains:

- the procedure to follow to request access to this facility and the requirement to sign an acceptance of the policy.

- the responsibilities of the individual and the council.

- the consequences for misusing the facility.

- the possible actions that could be taken by Information Services if there is a security incident.

4. The policy was agreed by JCC on 19 February.

5. The policy is intended to also apply to members and will be referred to the Standards Committee for their consideration on 4 April 2014.

Environmental Impact of the Proposal

6. None.

Equalities Impact of the Proposal

7. The policy was equality impact assessed on 26 February.

Risk Assessment

8. There is a risk of information security incidents so the policy provides clarity to the individual mobile device user of what using BYOD means and explains the role of the

Council and the reasonable actions they are able to take should a security incident occur.

Options Considered

9. None.

Recommendation

10. Staffing Policy Committee is invited to agree the policy and procedure as presented, and to refer the policy to the Standards Committee for consideration in terms of members.

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The following unpublished documents have been relied on in the preparation of this Report: None