Policy Title: Information Technology Policy

PURPOSE

To show that the Mindarie Regional Council (MRC) is committed to managing and maintaining its Information Technology whilst using current best practices.

- The MRC practices the highest levels of security measures to ensure the safety of its data. This is achieved by partnering with the Australian Cyber Security Centre (ACSC) and the WA Local Government Association (WALGA) IT development division, to stay informed of current best practice in local government.

- The MRC assists users to make appropriate use of the MRC's Information Technology resources and keeps users regularly informed about the consequences of misuse, to avoid exposure to viruses and attacks that can compromise the network and its data.

- The MRC manages all records in compliance with the State Records Act 2000 and Australian Standards on Records Management AS ISO 15489.

- The MRC provides employees with regular training on new systems and hardware to keep users competent in current best practice.

- The MRC manages all Information Technology assets and maintains its warranty and licensing to ensure all hardware and systems are compliant.

- The MRC completes quarterly access audits across all its systems to ensure that users have the correct permissions for their roles.

- The MRC maintains an Information Technology Strategic Plan to project future upgrades to, or replacements of software, systems and hardware, ensuring that the MRC's systems continue to meet the needs of the organisation.

Legislation	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 State Records Act 2000
Reference/s	
Attachment/s	Nil
Responsible Officer	Chief Executive Officer
Council Meeting Date	30 May 2024
Review History	07/09/2020, 12/08/2021, 29.09.2022, 21.09.2023
Next Review Date	01/05/2025
Revision History	12/08/2021 no change, 19/08/2022 no change, 21/09/2023 no change