Meeting of the Group Audit and Risk Committee

4.00 pm on Tuesday, 6 October 2020
via MS Teams

Agenda

No.	Item	Pages	Presenter
4.	Matters arising: • Cyber security update: roadmap and associated costs	3 - 8	NL

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Cyber Security Roadmap costs 2020/21

#	Action Description	Current status / plans of activities	Cost description	Cost
1	Design and implement a fit for purpose IT Security Group service and structure with an appropriate target operating model, ensuring both strategic and operational responsibilities are encompassed.	31/10/2020 – Head of IT Security role revised to include Group responsibility. 31/10/2020 – Compliance Board established. 01/01/2021 – New governance structure in place, including supporting roles..	Requirement for a grade 7 IT Security Officer, salary (£41,424) including approx. on costs	£60,000
2	Redesign the LSBU/SBC network to include demilitarized zones and private IP addressing.	30/09/2020 - Feed security requirements into the tendering process. Work with the network managed service provider to design the new network. Plan reporting requirements and regularly feedback to the Group Exec on network security performance.	Need to purchase extra support days from network managed service provider for the network redesign. Need to confirm whether covered in network refresh budget.	£15,000

3	Introduce a Group password policy with increased password complexity, shortening the expiry period to 180 days.	11/09/2020 – Password policy approved. 30/09/2020 – Password complexity introduced at LSBU and SBA. TBC Date planned for SBC password change.	New password reset tool to improve the ability for remote password reset.	£5,000
4	Implement a centralised Group asset management policy to include hardware and software assets.	Asset data is currently being gathered and an indicative 5yr forecast to be introduced. Staff asset replacement to be mapped and forecast at an individual staff level (principle of asset custodian).	N/A	£0
5	Installed antivirus protection at LSBU should be restructured to enable real time detection and prevention against malware.	30/10/2020 - Review scope of works to reconfigure antivirus. From 01/11/2020 - Antivirus is reconfigured and is fit for purpose. At SBC, a review will be undertaken to establish which servers require antivirus.	Additional staff resource or vendor hours, covered from existing budget.	£0

6	Develop and implement a Group Backup Policy, including what should be backed up, where it will be backed up, how often, responsibility and monitoring.	30/11/2020 – Backup Policy has been developed for the Group, with costs identified and approved by the Group Executive. 01/12/2020 – Implementation begins. Duration will be defined by the strategy. To include integrity testing, as well as recovery testing, with full documentation.	Initial set-up costs for provisioning cloud backups and ongoing costs	£42,000 + £3,250 x 12 First year cost = **£81,000.** Ongoing annual costs from year 2 = £39,000
7	Develop and implement a Group patch management policy, describing the requirements for maintaining up-to-date operating system security patches and software version levels on all the Group owned estate and services supplied by third parties.	31/10/2020 – Patch management policy approved. 01/11/2020 – New patch management activity commences, and reporting begins	N/A	£0

8	Restrict USB usage based on the business needs and risk assessment.		Solution still to be identified but likely to require an additional product to implement or staff resource for reconfiguration.	£15,000
		30/11/2020 – Review of options for control of USB devices presented to the Group Executive with recommendations and associated costs. 01/12/2020 – Implementation of chosen solution, duration dependent on the approach selected.		
9	Review and recommend the approach to local administrator accounts on Group computers.	30/11/2020 – Analysis complete to understand the additional support burden on IT Services if this change is made. 01/12/2020 – Report options to Group Executive and agree the future policy. 01/01/2021 – Begin implementation of new policy	N/A	£0
10	Introduce an information security incident management procedure defining roles, responsibilities and escalation paths resulting from a serious information security incident.	01/01/2021 - Procedure in place. 31/03/2021 - Mock text completed.	N/A	£0

11	Establish a Group Access Control Policy, based on business and information security requirements.	31/12/2020 – Role-based access policy introduced.	Covered from existing budget	£0
12	At SBC, decommission or upgrade legacy systems running outdated operating systems	31/12/2020 – email migration and remaining services assessed. Date TBC - consolidation of file system data and then migration to SharePoint online 31/08/2021 – data centre split and half relocated to SBC.	Cost of data centre split	£15,000
13	Alongside mandatory cyber security training, develop an awareness raising campaign aimed at staff and students	A plan of scheduled cyber security communications and activities is in place and delivered throughout the year.	N/A	£0
14	Introduce multi-factor authentication on all appropriate systems	TBC	No research has been done to date. Unlikely to be able to bring in in the next 6 months.	
			Total	**£191,000**

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