MANGAUNG
M.ETRO MUNICIPALITY
METRO MUNISIPALITEIT
LEKGOTLA LA MOTSE

DIRECTORATE
CORPORATE SERVICES

Date: 26 August 2021

ICT GOVERNANCE FRAMEWORK, SECURITY POLICY, USER ACCESS MANAGEMENT POLICY AND INTELLECTUAL PROPERTY POLICIES

COUNCIL ITEM
SPEAKER

1. PURPOSE

The purpose to request Council to consider and approve the ICT Governance Framework Security, User Access Management and the Intellectual Property Policies.

2. DISCUSSION

ICT Governance Framework

The purpose of this policy is to institutionalise the Corporate Governance of ICT as an integral part of corporate governance within municipalities in a uniform and coordinated manner. The policy provides a set of principles and practices which will assist to institutionalise the Corporate Governance of ICT.

ICT Security Policy

The objectives and purpose of the ICT Security Management Policy are the following:

a) To protect the Mangaung Metropolitan Municipality's information by safeguarding its confidentiality, integrity and availability.

b) To establish safeguards to protect the information resources from theft, abuse, misuse and any form of damage.

c) To establish responsibility and accountability for Information Security in the Mangaung Metropolitan Municipality.

d) To encourage management and employees to maintain an appropriate level of awareness, knowledge and skill to allow them to minimise the occurrence and severity of Information Security incidents.

e) To provide suitable coverage of International Standards ISO 17799 and related information security best practices.

User Access Management Policy

The objectives and purpose of the User Access Management Policy are the following:

a) to define the user access management control measures for the Municipality's ICT systems, information and infrastructure where it would apply to both the Municipal users and Service Providers.

b) to further ensure that protection of the privacy, security and confidentiality of the Municipality's information.

The two policies are ICT security related policies that seek to secure and municipal software, data and infrastructure against external and internal security threads. The Auditor General has more than one occasion expressed an opinion that essentially requires the municipality to adopted the policies to secure protect the municipality against infiltration.

COVID 19 new normal has also made the security assurance of municipal data, software and infrastructure more necessary since the municipality is moving more towards virtual meetings than physical. The municipal ICT environment has become more vulnerable and requires the policies for protection and security.

Intellectual Property Policy

The main objectives and purpose of the Intellectual Property Policy are outlined as follows:

a) Awareness: The City must foster awareness regarding IP as well as the associated benefits and risks and ensure that the City's IP is identified. The policy will assist in managing, protecting and licensing the City's intellectual property on a uniform basis. It also provides guidelines for dealing with the intellectual property of parties other than the City in order to avoid the risk of infringing such intellectual property.

b) Protection: Once identified, IP must be assessed and, if appropriate, protection should be obtained by way of registration in terms of the relevant legislation.

c)   Ownership: Where possible, the City must seek to own IP created by or for the City.

d)   Management: The City must maintain and manage its IP.

e)   Commercialisation: The City must strive to obtain commercial and societal benefit from its IP, subject to the provisions of applicable law.

f)   Valuation: Valuations of the City's IP must be obtained, where deemed appropriate by the Delegated Authority.

g)   Enforcement: The City must be vigilant and protect its IP.

h)   Respect: The City must ensure that the IP rights of third parties are respected and that infringement is prevented and prohibited.

This policy is new to the City and seeks to protect all intellectual property rights of the City including the trademarks such as logo, copy rights such as documents and data, patents such as designs and software.

4.   RECOMMENDATIONS

It is recommended that:

1. Council to consider and approve the ICT Governance Framework, Security, User Access Management and the Intellectual Property Policies.

2. A by-law be developed to give effect to the policy where applicable.

Submitted by

David Nkaiseng
Head of Directorate: Corporate Services

Supported/ Not Supported

Sello More
Acting City Manager

Approved/ Not Approved

Executive Mayor