LLW Repository Ltd

LLWR Policy

IS&T Policy

This policy shall be applied to the Business Information Systems and Technology (IS&T) used in managing business information across the Low Level Waste (LLW) Repository Ltd.

This policy is not applicable to plant control systems

The Business Information Systems and Technology policy (IS&T) of LLW Repository Ltd is to enable business performance by the provision of fit for purpose information systems and technologies: by the integrated use of standard, common and shared components.

LLWR Commits to:	We will achieve this by:
Providing **Accessible** tools that will allow users to work effective and efficiently	Provide tools and platforms to support and facilitate regulatory compliance Use the Cloud first approach, where data classifications allow. The department will actively select, deploy and manage systems with simplicity, sustainability and environmental concerns as a priority, and will promote Software As A Service applications, and virtualisation of our infrastructure.
Understanding that data, information and knowledge are **valuable assets**. Data, information and knowledge are vital to support productivity and innovation, enhance service delivery and accelerate decision making. They are shared resources and can't be owned by a group, team or individual. Data definitions and vocabularies will be consistent throughout the organisation.	Ensure data is classified at the required level of protection and quality, it will be managed as an asset to ensure Confidentiality, Integrity and Availability. Ensuring Information and services will be made available easily, widely and equitably for the benefit of LLWR and NDA.
Providing **innovation** to enhance the business	Ensuring LLWR ICT developments align with / support the NDA ICT Strategy Operating as a transformational partner, providing fit for purpose IT systems, leading on IT Projects and supporting business enabled projects. Regular communication and collaboration with the NDA estate The Architecture will readily support incorporation of new technologies to support business and technology innovation.
Ensuring **Security** is at the forefront of decision making	System access is guided by risk assessments and the principles of information security whilst recognising the value of

	collaboration with suppliers, customer and regulators.
	Deploy simple, sustainable solutions, secure by design, solutions will be designed from the ground up to be secure. Security will not be an add-on.
	The Architecture will prioritise the protection and preservation of data as a priority in their design
	Participation is risk assessments. Follow best practice and discuss collaboration opportunities with all stakeholders.
	Information and Cyber Security compliance will be at the centre of decision making within IS&T
	Participate in IT Risk Management assessments, Infrastructure accreditation for sign off by the LLWR SIRO.
Ensuring governance arrangements are in place and followed	Investment - the governance of the IS&T function is via the IT Programme Board, LLWR Sanction Board. Life time plans and the NDA approval process
	Infrastructure, Architecture and Applications – Technical and Service governance is performed by the IS&T Intelligent Customer.
	IT Security – Governance is overseen by the LLWR Cyber \ Information Security Department
	Governance – The provision of IT Services and associated governance is undertaken by the IS&T team with attendance at monthly meetings covering, Security, Service, strategy and Projects.
	IS&T will actively participate in NDA Strategy Boards and align to the wider NDA Estate
Providing an excellent IT Support **Service** to LLWR users.	Ensure an Innovative, agile and responsive approach
	LLWR will lease ICT Services and secure software as a service wherever possible and not procure or extend ICT assets
	Systems should be independent of users' locations.
	Solutions will be targeted primarily toward mobile devices, with desktop devices supported as a secondary priority.
	IS&T will produce regular metrics on service performance to the IT Programme Board and hold monthly service performance meetings with IT Services provider.