



Social Security Scotland
Tèarainteachd Shòisealta Alba

Social Security Scotland Equality Impact Assessment Summary Report Information Security Policy

Scottish Government
Social Security Scotland

Background

Outline the purpose of the document

The purpose of the Social Security Scotland Information Security Policy is to protect all information assets in line with the Social Security Scotland Security Strategy, and comply with all relevant legal, regulatory and business requirements.

The policy covers security which can be applied through technology but perhaps more crucially it encompasses the behaviour of the people who manage information in the line of Social Security Scotland business.

The Scope of the Equality Impact Assessment

The Equality Impact Assessment covered the scope of the Information Security Policy and the impacts to individuals as a result of its introduction. Further to this, the method of communication of the information security policy suite as a whole.

The key principle of this Policy is to introduce an Information Security Framework that covers the;

- people
- process
- technology

The business benefits of this policy and associated guidance are:

- assurance that information is being managed securely and in a consistent and corporate way

- assurance that Social Security Scotland is providing a secure and trusted environment for the management of information used in delivering its business
 - clarity over the personal responsibilities around information security expected of staff when working on Social Security Scotland's business
 - a strengthened position in the event of any legal action that may be taken against Social Security Scotland (assuming the proper application of the policy and compliance with it)
- demonstration of best practice in information security

Key findings

- This publication and communication of this policy may negatively impact individuals within the disability group. Accessibility to this policy and any other governance documents within the organisation needs to be considered
- There was a requirement to ensure that the policy had been written in 'Plain English' where possible
- There was a requirement to ensure the final format of the policy had been checked for technical accessibility

Age – Research as below

Disability – Research as below

Gender reassignment – Research as below

Pregnancy and maternity – Research as below

Race – Research as below

Religion or belief – Research as below

Sex – Research as below

Sexual orientation – Research as below

Care Experienced – Research as below

Disability

Evidence

No direct evidence/data was found within the SG [equality evidence finder](#). As an alternative, a random selection of individuals from within Social Security Scotland took part in an exploratory workshop to consider the policy intention and provide their view on impact against the protected characteristics. Additionally, research of all other public sector equality impact assessments specific to an information security policy was undertaken

Links to sources of other public sector equality impact assessments of information security policy have been linked below.

https://www.sssc.uk.com/_entity/annotation/856d28c2-e7b7-0492-9ae6-b99ec3f23f09

[isp-01-information-security-policy-v7-mar-2020.pdf \(sfh-tr.nhs.uk\)](#)

[Security-Policy-EIA.pdf \(rdash.nhs.uk\)](#)

[isp-01-information-security-policy-v7-mar-2020.pdf \(sfh-tr.nhs.uk\)](#)

[Information Security policy - 04-08-2014.pdf \(copfs.gov.uk\)](#)

Impact

- This publication and communication of this policy may negatively impact individuals within the disability group. Accessibility to this policy and any other governance documents within the organisation needs to be considered

Recommendations and Conclusions

- Ensure the policy is accessible and communicated in line with Social Security Scotland communication standards
- Carry out 'Plain English' assessment of policy and make amendments.
- Carry out technical accessibility scan using word processing software

Actions	Protected characteristic	Owner	Timeline
Communications and Engagement <ul style="list-style-type: none"> • Communicate and publish policy in line with Social Security Scotland communication standards 	Disability	Digital Risk and Security / Communications	By December 2022
Carry out technical accessibility scan using word processing software	Disability	Digital Risk and Security / Communications	By December 2022
Carry out 'Plain English' assessment of policy and make amendments.	Disability	Digital Risk and Security / Communications	By December 2022

