

Information Security Statement October 2019

From 8 April 2016, the majority of LPFA's functions have been outsourced to the Local Pensions Partnership Ltd (LPP) under a Service Level Agreement (SLA). LPP is a business which is owned jointly with Lancashire County Council. As a shareholder and a client, the LPFA has an important role in ensuring that LPP remains accountable and provides the necessary assurance to the Authority that services are being delivered, Information Security being one of these services.

LPP's aim is to maintain an effective Information Security Management System which protects the confidentiality, availability and integrity of LPFA's information security assets.

The Board and Principal Officers of LPFA, are committed to preserving the confidentiality, integrity and availability of all the physical and electronic information assets throughout the organisation in order to preserve its competitive edge, cash-flow, profitability, legal, regulatory and contractual compliance and commercial image. Information Security requirements will continue to be aligned with LPFA's strategic objectives. Since the services were transferred to LPP in April 2016, the Information Security Management System (ISMS) implemented by the partnership is intended to be an enabling mechanism for information sharing, for electronic operations and for reducing information-related risks to acceptable levels.

LPP's commitment to ensuring there are robust mechanisms and monitoring activities to effectively manage the ISMS is shown by the appointment of an Information Security Officer as part of LPP's risk function.

LPP have set six high-level objectives to continually strengthen and improve the ISMS and to ensure organisational excellence for its shareholders and clients.

- Protect the Pension Fund's business information and any member, employer or client information by maintaining its confidentiality, integrity and availability.
- Protect all information in line with any legal or regulatory requirements.
- Ensure that management and staff maintain an appropriate level of awareness, knowledge and skill to allow them to minimise the occurrence and severity of Information Security incidents or Data Protection breaches.
- Continue to improve on the Information Security Key Performance Indicators (KPI's).
- Continue to work on any untreated risks, incidents and non-conformances as part of managing the ISMS.
- Establish annual information security objectives and report on these in management reviews to LPP's Security Working Group.

The Risk Assessment processes, Statement of Applicability and Continual Improvement plan maintained by LPP identify how information related to risks are controlled. Additional Risk Assessments may, where necessary, be carried out by LPP to determine appropriate controls for specific risks in monitoring information security systems. This information is reported via the LPFA Managing Director to the Local Pension Board and Audit and Risk Committee when it relates to LPFA.

In particular, business continuity and contingency plans, data backup procedures, avoidance of viruses and cyber security, access control to systems and Information Security incident reporting are fundamental. Control objectives for each of these areas are supported by specific, documented policies and procedures. These documents are available to all LPFA employees.

The LPFA Board receives a quarterly report from LPP on information security, detailing any incidents within the given period. LPFA has been reassured by LPP that its employees receive appropriate training to manage and preserve the confidentiality, integrity and availability of information and that the ISMS is subject to continuous, systematic review via compliance reporting to the Audit & Risk Committee.

This statement will be reviewed to respond to significant changes that might have an impact to LPFA’s strategy and objectives, at least annually.

Change Control

Document Title: LPFA Information Security Statement October 2019						
Policy Name: LPFA Information Security Statement October 2019						
Version Nos	Description of change	Owner	Applicable to	Date of Issue	Approved by	Review Date
1.0	Initial LPFA policy version	Assistant Company Secretary	All	16.06.2015	LPFA Board	As and when necessary
2.0	Updated to reflect relationship with LPP and annual review	Assistant Company Secretary	All	15.10.2019	Managing Director	13.10.2020
3.0	Discussed and Agreed by LPFA Board	Assistant Company Secretary	All	24.10.2019	LPFA Board	01.10.2020