

**Lowlands and Uplands Scotland ERDF and ESF Programmes 2007-2013
Programme Monitoring Committee**

**NEW EUROPEAN STRUCTURAL FUNDS IT SYSTEM
AND DATA SECURITY ISSUES
REPORT BY THE SCOTTISH GOVERNMENT**

1. Purpose

- 1.1** In light of recent high profile media issues relating to data security, to update members on responsibilities for key maintenance of all our data. To also confirm arrangements being put in place for data security, and progress, on the new IT system in development - €UROSYS.

2. Standards and Non-disclosure

- 2.1** The safeguarding of Government entrusted data, whether it is paper, disk or other means, has been increasingly in the public spotlight. This short paper reminds PMC members to follow guidance set by the IAB over the last few months, to ensure we are working to expected security standards.
- 2.2** This paper also informs members that the PMC chair will write soon to PMC members to ask you to formally sign a non-disclosure statement. We also ask PMC members permission to extend this letter to also cover all Advisory Group members.

3. Safeguards on €UROSYS

- 3.1** The new system will have high data standards and processes to allow us to safeguard and audit the way we access our information. The new system will be:
- 3.1.1** accessible through any internet connection (worldwide), however all users will require an enforced password and user named based entry, before any data is reached,
- 3.1.2** stored on information servers installed to very high Government security standards, physically located in the Scottish Government's IT complex in Saughton House, Edinburgh,
- 3.1.3** open to PMC and Advisory Groups for access to all applications. Future access is expected to be exclusively on-line (rather than having paper/disk copies sent out) for all future rounds. This provides a more robust audit trail of access, especially for Advisory Group 'markers', and
- 3.1.4** encouraging both PMC and Advisory Group members not to print off applications (given environmental sustainability issues). If the choice is made to do so, the audit will at least log a print, helping from an audit security perspective. If deciding to print you should of course follow the procedures indicated already at paragraph 2.



4. Next Steps for €UROSYS

4.1 Applicants will start to add data from the beginning of a 'live pilot' of the system in April. The live pilot will cover all Shadow Round projects and also those First Round Highlands & Islands Programme projects (already approved) – just over 100 projects in total. The first step is for the organisation to formally register on-line. After IAB approval of its registration, projects will then be asked to replicate on-line their original manual Stage 1 and Stage 2 applications. The pilot will move on in May to provide functionality for the pilot group to submit Quarterly Progress Report and Claims. Full roll-out of the system will take place once the pilot has been fully assessed.

4.2 PMC members are also invited to note the project remains on timetable and on budget. The project should be fully complete by June at a total cost of around £500k. Half of the costs are being paid for by the Scottish Government and the remaining half will be claimed back proportionally from the 4 Scottish 2007-13 Programmes' Technical Assistance (TA) budgets and from some TA costs already ring-fenced from some 2000-06 Programmes.

5. Recommendations

5.1 The Committee is invited to:

5.1.1 note the arrangements being put in place regarding data security

5.1.2 note the progress on the new management information system €UROSYS and

5.1.3 agree that the non-disclosure statement be extended to all Advisory Group members

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