East Midlands Government Warning, Advice and Reporting Point Network

EMGWARP Network

Terms of Reference

Key principles of the network

- To be a trusted community of cyber security practitioners
- Community willing to share, knowledge and experience of cyber security
- Community willing to share details of cyber incidents experienced within the community based on trust that this will remain within the network
- Community with a willingness to respond to cyber incidents experienced by network members

Key purpose:

To create an officers' group to support councils on the cyber security / information assurance agenda by:

1. Sharing local knowledge, experience, learning and good practice between authorities
2. Receiving and disseminating relevant national/sector based information, policy developments and best practice amongst Local Authorities
3. Providing a forum to consider, discuss and exchange views and information on a range of issues in relation to cyber security and information assurance
4. To provide reciprocal support to network members in the event of a cyber incident

The Network

The EMGWARP network provides a platform for the delivery of trusted exchange of incident information, experience and knowledge sharing based on best practices and the receipt of targeted, timely threat intelligence and news across the region.

The WARP concept is a community, a group of subscribers with sufficient commonality of purpose to provide a degree of synergy. The community which the EMGWARP is designed to service is defined geographically and administratively the 46 local authorities in the East Midlands region

Reporting
- A primary functions of the network is to enable EMGWARP network members to report cyber incidents. (Alerting of an incident and to seek assistance for the affected council)
- The reporting and sharing of incidents will enable network members to respond and mitigate any further incidents.
- The reporting of information should be made in a timely manner to enable EMGWARP members to be able to respond.
- Information reported to the network will be circulated to the network members only

- Aggregated information may be shared with Local Resilience Forums within the region on an anonymised basis unless specified by the affected authority.
- Incidents should be reported to Kirsty.lowe@emcouncils.gov.uk

Mutual support and Aid

1. Network members agree where possible to provide mutual support and aid should another network member experience a significant cyber incident.
2. Network members requiring support should notify East Midlands Councils as soon as they are able and provide details of the support that they are looking for.
3. Where mutual aid is provided, the original affected authority should feedback to the EMGWARP network members to share learning from the incident and response.

Membership

4. The group will consist of the cyber security and information assurance leads from each member organisation.
5. The Group will appoint a chair and vice-chair.
6. Coordination and facilitation of meetings and network activity will be provided by East Midlands Councils.

Procedures

7. Meetings will take place quarterly, with frequency to be reviewed by the group.
8. A forward programme of meetings will be developed to facilitate member attendance.
9. Meetings will take place in a "safe" environment, with members able to share concerns and experience with the confidence of confidentiality.
10. Reporting cyber incidents - Network members should report cyber incidents experienced to East Midlands Councils for onward communication within the network.

Subscription

There will be an annual subscriptions charge for authorities, based on running cost. The subscriptions charge will be set annually, in advance, by the chair and vice chair in consultation with East Midlands Councils, based on the previous year's running costs and projections for the fourth coming year in order to achieve, at least a break-even budget. All member authorities will be given notice if any proposed change in charging levels.

There are currently two levels of subscriptions - district and borough (including Rutland County Council) and county and unitary.