

**e-GOVERNMENT TASK GROUP held at COUNCIL OFFICES
LONDON ROAD SAFFRON WALDEN at 10.30 am on 3 OCTOBER 2002**

Present:- Councillor R A Merrion – Chairman.
Councillors R W L Stone and A R Thawley.

Officers in attendance:- Mrs L Bunting, Miss N Cox and J K Mercer.

EG18 **MINUTES**

The notes of the meeting held of 4 September 2002 were signed as a correct record.

EG19 **BUSINESS ARISING**

(i) Minute EG15 – Government Gateway

The Chairman had contacted the Government Gateway Helpline with regard to the fact that no documentation had been received relating to this scheme. He had been told that little information was currently available. However, two pilots schemes for the project were being undertaken by Sedgemoor and Sunderland Councils. The Chairman had been unable to find out any details of the date or venue of the launch of the scheme.

(ii) Minute EG16 – IEG Statement

The Head of IT and Audit Services had completed a survey on the IEG Statement and copies were circulated to Members for information.

EG20 **e-GOVERNMENT - PROGRESS REPORT**

Members received a progress report on the e-Government work programme which included the redevelopment of Members' home computing services. Several e-Government related IT projects were currently in progress which were intended to lay the foundations for future e-Government related developments, in addition to demonstrating the progress in implementing electronic government by the target date of 31 December 2005.

Considerable progress had been made since the last report in August 2002. The upgraded web site had gone "live" which had enabled work to commence on upgrading Members' home computing facilities. This work had been dependent on the new web site being in place. Set out below is an explanatory chart outlining progress made to date.

Project	Progress as at 30 September 2002	Next Steps	Budget Position	
			Budget	To Date
Web Hosting	Web servers, firewalls and remote access software installed and configured. BTNet service upgraded. Web site installed on	Testing of revised Members dial-up connections, using "BT Anytime", to commence shortly. The full rollout of the	£43,410	£32,500

Web Hosting continued	new hardware. Members' "web mail" facilities currently being installed.	new system to be completed by 31 December 2002.		
NLPG	Hardware & software purchased. Software to be installed on GIS system within next month. Some delay due to problems upgrading the GIS system. Copies of Essex County Council (ECC) Street Gazetteer and draft NLPG obtained.	Data to be extracted from the Council's various databases shortly – will be sent, along with street gazetteer & draft NLPG, to Intelligent Addressing Ltd for initial data matching. Temporary assistant to be appointed to resolve queries resulting from above process – interviews arranged for 11 October 2002.	Budget £32,500	To Date £9,502
E-Payments	Negotiations with banks completed and contract signed with Barclays PLC to provide credit and debit card facilities.	Installation of hardware and software likely to take place during October 2002, initially at cash offices. Internet and Intranet payment facilities to be installed by 31 March 2003.	Budget £25,550	To Date £14,270
Web Site Development	Upgraded web site "live", including new pages relating to recycling, refuse collection, and Stansted Airport. Interactive planning pages undergoing tests prior to going live in next few days	Further web site developments for remainder of year currently being determined.	Budget £30,000	To Date £11,400
Content Management	Tenders received 23/8/02 – undergoing evaluation.	Installation now scheduled for November or December 2002.	Budget £25,000	To Date £0

EG21

IEG STATEMENT

The Head of IT and Audit Services discussed the second draft of the Implementing Electronic Government (IEG) Statement with Members. A lengthy discussion took place and a variety of observations and amendments were made. The final draft would be put before Members at the next meeting of the Task Group. The final version of the IEG Statement was to be submitted to the Office of the Deputy Prime Minister by 31 October 2002.

EG22

ANY OTHER BUSINESS**Data Protection Act**

Page 2

A discussion took place on whether Members needed to be specifically registered for using laptops to undertake constituency work. The Head of IT

and Audit Services undertook to look into the matter and report back to the Task Group.

EG23

DATE OF NEXT MEETING

The next meeting of the Task Group would be held on 25 October 2002 at 10.00 am.

The meeting ended at 12.20 pm.