**e-GOVERNMENT TASK GROUP held at COUNCIL OFFICES
LONDON ROAD SAFFRON WALDEN at 10.00 am on 25 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.

EG24   **MINUTES**

The notes of the meeting held of 3 October 2002 were signed as a correct record.

EG25   **BUSINESS ARISING**

(i)   Minute EG20 – e-Government Progress Report

The Head of IT and Audit Services brought Members up to date with progress made since the last meeting on 3 October 2002. He explained that work was taking place to provide Members with improved access to the Council's IT systems. In this connection a 'webmail' server had recently been installed. Also, it was intended to completely rewrite the Members' Intranet to make it more logical and easy to navigate. The Head of IT and Audit Services circulated a suggested layout for consideration. He also advised that the Committee Management System would be upgraded in January 2003. The new version would include additional features and a retraining programme for Members would need to take place.

EG26   **IEG STATEMENT**

The Task Group went through the final draft of the Implementing Electronic Government (IEG) Statement which was to be submitted to the Office of the Deputy Prime Minister by 31 October 2002. Minor amendments were discussed. The Chairman congratulated the Head of IT and Audit Services on his excellent work. Members and heads of service were to receive an overview of the Statement in due course. The Statement was to be used to produce a strategy document and a workshop would be arranged for Members shortly.

EG27   **REPORT ON e-CHAMPIONS NETWORK**

The Chairman circulated notes on a meeting of the e-Champions Network which he had attended on 10 October 2002. He reported that the keynote address had been entitled 'A Third-Age Service' and dealt with a proposed strategy for modernising the delivery of services to older people.

The Chairman also summarised a talk on the management of service transformation and the nature of change. He had also attended a workshop on e-democracy consultation. The purpose of the consultation was to inform

policy development and seek consensus on future directions for public participation.

The Chairman outlined a further workshop which had dealt with the web casting of Council meetings. Web casting would enable the Council to increase public involvement in meetings and would make Councillors more visible to the electorate. Many organisations were using web casting for a variety of events. UK Council, who led the workshop, were a commercial organisation and the Chairman reported that their presentation had been very interesting. The Head of IT and Audit Services was to arrange a demonstration for the Task Group and others interested officers and Members.

EG28   **DATE OF NEXT MEETING**

The date of the next meeting of the Task Group would be on Thursday, 5 December 2002 at 10.00 am.

The meeting ended at 11.25 am.