

E-GOVERNMENT TASK GROUP held at COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 4.00 pm on 25 MAY 2004

Present:- Councillor V J T Lelliott – Chairman
Councillors R M Lemon and A R Thawley.

Officers in attendance:- R Kirmani, J K Mercer and A Webb.

EG37 MINUTES

The Minutes of the meeting held on 4 March 2004 were signed by the Chairman as a correct record.

EG38 BUSINESS ARISING

(i) Minute EG 25 (i) - Members' IT Services

The Head of IT and Anti Fraud Services reported that the problem with the search facility for the new version of CMIS had been resolved and was working properly.

(ii) Minute EG 25 (ii) – Broadband Aggregation Project

The Head of IT and Anti Fraud Services reported that the Government and the British Telecommunications (BT) were keen to make broadband available in the District. In addition, the Essex Online Partnership had recently published a draft Broadband Strategy for Essex, which dealt with issues relating to accessibility in rural areas. The Head of IT stated that he would report the updated position at the next meeting.

(iii) Minute EG 26 (a) – Change of Address service

The Head of IT and Anti Fraud Services reported that the Council had joined the National Change of Address Service scheme.

The need to deal efficiently with changes of address was regarded by the Government as a key online service development area. This service would enable home movers to advise organisations of their change of address via a one-stop service interface. Home movers would access the service from the Council's website, the iammoving.com website or the website of any of the other participating organisations.

In response to Councillor Thawley's query the Head of IT and Anti Fraud reported that the access to the service could be validated by issuing a password and user name.

(iv) Minute EG35 - Members' Websites

The Head of IT and Anti Fraud Services reported that the presentation to Members of a proposed layout for Members websites could not be made at the political party group meetings. Instead, it was planned to carry out the presentation before the next Council meeting.

EG40 **E-GOVERNMENT STRATEGY**

The Head of IT and Anti Fraud Services reported that the Uttlesford District Council's E-Government Strategy (second version) outlined the actions the Council intended to take both leading up to the 31 December 2005 target date, and beyond. The report adopted the Government's traffic light approach to provide easy to read progress.

The Council's aim was to improve the quality of life for the people of Uttlesford by providing efficient and responsive service for all. It was planned that efforts would be made to make all council services available electronically through our website, by the Government's target date. The Council would encourage the take up of these 'e-services by making them easy to use, relevant to local people and offering real advantages over traditional services.

The Council had received increased capital funding from the Government to fulfil the proposed strategy. Some additional revenue funding would be required to meet the on-going support requirements arising from the growth in IT systems. This would be dealt with through the annual budget setting process.

RESOLVED that Members consider the second version of the E Government Strategy and submit any comments to the Head of IT and Anti Fraud Services before the next meeting.

EG41 **PROGRESS REPORT – 2003/04 IT PROGRAMME**

The Head of IT and Anti Fraud Services presented a brief update on the progress of various projects within the 2003/04 IT Programme which were currently in progress, including those specifically relating to e-Government.

The main achievements since the last progress report was that by 31 March 2004, 62% of the services were made available electronically, compared to an original target of 60% and it was anticipated that 90% to 95% would be available by 31 March 2005.

(a) E-Payments

The E-Payment system had been installed and the Citizens could pay for a range of Council Services via both the web site and the telephone.

(b) E-Services Development

The new Web site was live with a number of latest developments. About 90 online forms had been developed and incorporated to the website. The

project also included the installation of additional firewalls and servers to improve the reliability and performance of online services.

(c) Intranet Development

A new Intranet, utilizing Microsoft Content Management Server software, had been completed but it was not live yet. The remaining technical issues were expected to be resolved shortly.

(d) E-Services-GIS Online

E-GGP software had been successfully installed and it was live on website. This project had progressed much further than was anticipated. A number of geospatial datasets were available online including all planning applications dating back to 1948. Uttlesford was one of the first councils in the country to provide GIS information online

(e) Essex Online (EOL) Projects

UDC was leading a study into registration and authentication for EOL Projects. The draft of the final project report had been produced and circulated to partners in Essex for consideration. UDC had also connected to the Essex Intranet, providing opportunities for secure transactions with other councils in Essex.

(f) Replacement Financial Information System (FIS)

The Project was in progress with hardware installed and software loaded. Phase one of the project was due for completion by 30 June 2004.

The Head of IT and Anti Fraud Services informed the Members that the IT programme for 2004/05 would be fully spent, except for the housing system upgrade and the FIS projects, where some of the budget would be carried forward.

A demonstration was given of the various website developments and their progress to date.

The meeting ended at 5.10pm.