E-GOVERNMENT TASK GROUP held at COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 4.00 pm on 16 DECEMBER 2004

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

Officers in attendance: V Borges, M Brean and A Webb.

EG 14   **MINUTES**

The Minutes of the meeting held on 7 October 2004 were signed by the Chairman as a correct record.

EG 15   **BUSINESS ARISING**

(i)   Minute EG2 (ii) – Broadband Aggregation Project

Councillor Thawley informed the group that there would be a new YMAS system, which would reach a 50km range.

(ii)   Minute EG4 (f) – Replacement Financial Information System (FIS)

The Head of IT informed the Group that work was still on going in order to make the system easier to use.

EG 16   **IMPLEMENTING ELECTRONIC GOVERNMENT (IEG) STATEMENT 4**

The Head of IT submitted Uttlesfords Statement 4, which provided current and future progress reviews on the implementation of Electronic Government within the Council. He apologised for the format of the report, which was presented by the ODPM and commented that the Essex online partnership had agreed the wording if certain parts order to ensure consistency.

The Group made a number of comments on the amber and red status of some outcomes and transformation areas.

The Executive Manager (Customer Services) informed the Group that he had put in an additional bid of £1million with the DWP on the basis that workflow technology including progress mapping and development were a national project. It was later recognised that the £1m bid would have a considerable negative impact in terms of the actual and predicted total efficiency gains.

It was agreed that the Best Value Access to Service group had completed its work and this could now be brought into the E-Government Task Group.

After Discussion it was

        RESOLVED that the Group approved the Implementing Electronic Government Return 2004 (IEG4).

EG 17 **AUDIT COMMISSION – E GOVERNMENT REVIEW ACTION PLAN**

The Executive Manager (Customer Services) handed the Group a 2003/04 Audit Report on the E-Government Review for Uttlesford District Council. He explained that 4 pages of the report were recommendations, which had been summarised, prioritised, given a comment and an agreed deadline.

He explained that the main area of concern related to capacity within Uttlesford District council, however some work has been completed and sufficient resources had been allowed to ensure strong management of the E-Government programme. He went onto say that Information Governance Recommendation 8; the Freedom of Information Act was an area, which had not been fully addressed. He added that work has started in this area in order to be ready to comply when the Act comes into force on the 1 January 2005.

After discussion it was

> RESOLVED that the Action Plan be approved.

EG 18 **DATE OF NEXT MEETING**

The Executive Manager (Customer Services) informed the Group that the IT Capital Programme was going to Resources on 27 January 2005 therefore the E-Government Task Group would need to meet to agree the report before it goes to Resources Committee.

After discussion it was

> RESOLVED that the next E-Government task group meeting would be 11 January 2005.

Meeting ended at 17:20