

**E-GOVERNMENT TASK GROUP held at COUNCIL OFFICES LONDON
ROAD SAFFRON WALDEN at 4.00 pm on 11 JANUARY 2005**

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 19 **MINUTES**

The Minutes of the meeting held on 16 December 2004 were signed by the Chairman as a correct record.

EG 20 **BUSINESS ARISING**

(i) 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.

**(ii) Minute EG 16 - Implementing Electronic Government (IEG)
Statement 4**

The Head of IT informed the Group that the Statement had been submitted and they had received confirmation that it had been received.

(iii) Minute EG 17 – E Government Review Action Plan

The Executive Manager (Customer Service) explained that the Auditor had approved the Action Plan and it had been finalised. He added that the Auditor would then complete a follow up which would take place within six to eight month's time. He confirmed that this Group would monitor the progress of the action plan in these meetings.

EG 21 **DRAFT IT PROGRAMME 2005/06**

The Group received a report reviewing the various IT projects being considered for inclusion in 2005/06 IT Programme. The Head of IT explained that the layout of the whole report including the Proposed IT Capital Programme 2005/06 and the notes would enable Members to see the whole picture and the significant work that was involved.

He informed the Group that some items within the budget had increased. The mobile IT equipment for management and staff had doubled to £30,000 and the budget for minor projects had increased to £30,000. He explained that audio-visual facilities upgrade had been added into the budget, as it had been an on-going project. He proposed that the IT Capital Programme for 2005/06 totalling £2,380,600 be recommended to the Resources Committee for inclusion in the overall capital programme. The Executive Manager (Customer

Services) added that the total included the newly revised £1,225,000 bid to the DWP for workflow technology.

The Group asked for clarification on each of the IT projects and they made a number of comments on the benefits of the projects outcomes.

All Members congratulated officers on the content and layout of the report.

After a discussion it was

RESOLVED that the Resources Committee be recommended to:

- 1 Include the proposed IT Capital Programme for inclusion in the overall Capital Programme for 2005/06,
- 2 Include a sum of £885,000 for IT developments in the overall General Fund Capital Programme for 2005/06,
- 3 Include a sum of £120,000 for IT developments in the Housing Capital Programme for 2005/06.

The meeting ended at 4:40