

23 MARCH 2009

Dear Councillor

IT WORKING GROUP

A meeting of the IT Working Group will be held in the Committee Room, Council Offices, London Road, Saffron Walden, on Wednesday 1 April at 7.30 pm.

The IT Working Group has for some time conducted its business electronically. All agendas and reports will be e-mailed to you and no hard copies will be sent through the post. At the meeting, reports are viewed on a large screen so you do not need to print them off remotely prior to the meeting.

Yours faithfully

JOHN MITCHELL

Chief Executive

A G E N D A

1 Apologies for absence and declarations of interest.

2 Minutes of the meeting held on 7 January 2009.

3 Business arising.

4 **Business Improvement Team** – verbal update.

Item for information.

5 **ICT Section workload and staffing.**

Item for information.

6 **Electronic Document and Records Management (EDRM) project.**

Item for information.

7 **Blade Server Project.**

Item for information.

8 **Government Connect (GC)** – to follow

Item for information.

9 **The future for the ITWG** – verbal discussion

Item for decision.

10 Any other items which the Chairman considers to be urgent.

To: Councillors K R Artus, **S J Howell**, J E Hudson, R M Lemon and D J Sadler.

Lead Officer: Adrian Webb
Democratic Services Officer: Rebecca Procter