8 October 2009

Dear Councillor

IT WORKING GROUP

A meeting of the IT Working Group will be held in the Committee Room, Council Offices, Saffron Walden, on 14 October 2009 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

AGENDA

1   Apologies for absence and declarations of interest.

2   Minutes of the meeting held on 1 April 2009.

3   Business Arising.

4   Business Improvement Team - verbal update.
        Item for Information.

5   ICT Section workload and staffing
        Item for Information.

6   Welwyn Hatfield BC Partnership
        Item for Information.

7   Electronic Document and Records Management (EDRM) project
        Item for Information.

8   Blade Server Project
        Item for Information.

9   Government Connect (GC)
        Item for Information.

10   Data and System Backups and Disaster Recovery
        Item for Information.

11   Customer Service Centre Telephony
        Item for Decision.

12   Capital Programme 2010/11
        Item for Decision.

13   Any other items, which the Chairman considers to be urgent

To: Councillors K Artus, **S Howell (Chairman),** J Hudson, R M Lemon, D Sadler

Lead Officer: Adrian Webb   (01799) 510421
Committee Officer: Rebecca Procter   (01799) 510433