

ICT SCRUTINY WORKING PARTY MEETING MINUTES

Wednesday 16 February 2011 – 6.00 p.m.
Council Chamber, Council Offices, Coalville

Attendees

Councillors

G Jones (Chairman), N Smith and D Stevenson

Officers

Phil Clark, ICT Manager
Keith Gordon, Senior Scrutiny Officer

1. Apologies for Absence.

Apologies for absence were received from Councillor J Legrys.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes

It was **AGREED** that, subject to the addition of the receipt of apologies for absence from Councillor D Stevenson, the minutes of the meeting held on 20 January 2011 be confirmed as a correct record.

3. Access to the ICT System

The ICT Manager reported on the issues raised by Members at the previous meeting.

- Changes had been made extending the 'timing-out' period from the previous ten minutes to thirty minutes. This should give adequate time to prevent the problems being experienced.
- The speed available on the Council's Internet connection had been tested and found to be in accordance with the anticipated provision.
- Tests had shown that large documents and images from the planning system did take a time to download. This was entirely due to the size of the files in question and little could be done to reduce the download times. The system itself was working correctly.
- Initial investigation had indicated that the low-cost video-conferencing would only be successful over the internet with few participants, effectively one-to-one. To achieve greater participants required more 'professional' systems. The county-wide pilot system to which reference had been made at the

previous meeting, was now due to be effective within two or three months. This would facilitate meetings involving six-to-eight people at each terminal over dedicated lines between the participating councils. The system was available due to £166,000 REIP funding providing equipment and the first year's running costs.

During general discussion, a member referred to a suggestion that the council no longer provide members with ICT equipment as a matter of course. Members supported this suggestion. Members felt it acceptable that councillors be expected to have suitable equipment available.

The Senior Scrutiny Officer confirmed that, in connection with the forthcoming elections, Members Services would be seeking the return of council equipment from members.

Members suggested the possible disposal of unwanted ICT equipment to charitable organisations

In response to Members reference to the disposal of unwanted and out-of-date equipment, the ICT Manager, confirmed that computer hard drives were 'wiped' and 'over-written' to remove any sensitive data before disposal. Most of the equipment would be below specification for re-use.

Members considered that the working party had completed its terms of reference and considered appropriate recommendations.

It is Recommended that;

1. The Council does not provide ICT equipment to all Elected Members after the 2011 district council elections with an assumption that each member provides equipment appropriate to their needs.
2. The possibility of offering unwanted ICT equipment to charitable organisations be explored.

The meeting closed at 6.25 p.m.