

# **WEST DUNBARTONSHIRE COUNCIL**

## **Audit and Performance Review Committee**

### **Report by the Executive Director of Educational Services**

**Wednesday 10 February 2010**

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**Subject: Progress on SEEMIS Click & Go Action Plan**

#### **1. Purpose**

The purpose of this report is to provide the Committee with an update on progress regarding the application review of SEEMIS Click & Go.

#### **2. Background**

- 2.1** It was agreed at the last meeting of the Audit and Performance Review Committee that a report on progress of the SEEMIS review and updated action plan be submitted to the next meeting of the Committee.

#### **3. Main Issues**

- 3.1** SEEMIS Click & Go is an integrated school management system. It addresses all aspects of school administration and is used by teaching staff, administration teams and Senior Managers. The system is developed and supported by the SEEMIS Group which provides the system to 27 Local Authorities in Scotland. The SEEMIS Group is based in Hamilton and is funded by all 27 Authorities; development of their applications is determined by national user groups. Because of the widespread use of the system, it is essential that there are appropriate controls in place to ensure that system data is effectively controlled.
- 3.1.1** The review examined the security controls in place within the Council that ensure that confidentiality, integrity and availability of the system data. The review also considered the adequacy of user access controls to ensure effective segregation of duties.
- 3.1.2** The attached Educational Services action plan (Appendix 1) reflects all aspects of the original audit by Scott-Moncrieff as to how management is addressing the issues raised.
- 3.1.3** Two working groups have been set up to progress the various points within the action plan including the main SEEMIS Steering Group.
- 3.1.4** It should be noted that the annual charge from SEEMIS to West Dunbartonshire Council for the system is £60,685.

#### **4. Personnel Issues**

**4.1** There are no personnel issues associated with this report.

#### **5. Financial Implications**

**5.1** There are no financial implications.

#### **6. Risk Analysis**

**6.1** Failure of the SEEMIS system could have a seriously detrimental impact on the ability of the Council to fulfil some of its statutory obligations, specifically those relating to children and young people. Such a failure would also have serious implications for the efficient administration of West Dunbartonshire's schools. Implementation in full of the Action Plan will significantly reduce the possibility of a system failure and will mitigate the effects of any failure which might occur.

#### **7. Conclusions and Officers' Recommendations**

**7.1** The committee is asked to note the contents of this report and progress made to date as detailed within the action plan.

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Terry Lanagan  
Executive Director of Educational Services

**Person to Contact:** Terry Lanagan  
Executive Director of Educational Services  
Council Offices, Garshake Road,  
Dumbarton G82 3PU.  
Tel: 01389 737301  
E-mail [terry.lanagan@west-dunbarton.gov.uk](mailto:terry.lanagan@west-dunbarton.gov.uk)

**Appendices** Appendix 1: SEEMIS Action Plan 2009/10

**Background Papers:** None

**Wards Affected:** All wards