

INFORMATION SERVICES COMMITTEE

At a meeting of the Information Services Committee held within the Council Offices, Rosebery Place, Clydebank on Wednesday, 17th March 1999.

Present: Provost George Cairney (LAB) and Councillors James McCallum (LAB & CO-OP), Mary Carnpbell (LAB), Daniel McCafferty (LAB), Andrew White (LAB), Anthony Devine (LAB), William Mackechnie (SNP); Duncan Mills (LAB), Craig McLaughlin (SNP), Ronald McColl (SNP) and Margaret McGregor (SNP).

Attending: Michael Watters, Chief Executive, Ian Leitch, Depute Chief Executive and Solicitor to the Council and Angela Clements, Head of Information Services.

Apologies for absence: Apologies for absence were intimated on behalf of Councillors John McCutcheon (SNP), John Wailes (SNP) and James Flynn (LAB).

Councillor James McCallum in the Chair

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Information Services Committee of 20th January, 1999 were submitted and approved.

CORPORATE YEAR 2000 COMPLIANCE

There was submitted report by the Head of Information Services giving an update of the progress made to date in the Corporate Year 2000 Compliance.

Having heard the Head of Information Services, the Committee noted the contents of the report.

UPDATE ON INFORMATION SERVICES HELPDESK AND DEVELOPMENT PROJECTS

(a) Information Services Helpdesk

There was submitted and noted report by the Head of Information Services on issues and requests raised via the Information Services Helpdesk, relating to the functional areas of Client (Application Support), Operations (computer and telephone operations and administration), Systems (local and wide-area data networks, telecommunications and training) and Development.

(b) Progress with Information Services Development Projects

There was submitted and noted report by the Head of Information Services on the ongoing work in progressing projects to meet the systems development requirements of the Council.

REVENUE BUDGET 1998/99 VARIANCE REPORT TO 31ST JANUARY 1999

There was submitted and noted report by the Head of Information Services on information produced by the Director of Finance giving an update on the financial status of the Information Services Revenue Budget and showing the variances which had arisen in respect of the various headings for the period 1st April 1998 to 31st January 1999.

PROGRESS WITH ELECTRONIC MAIL

There was submitted report by the Head of Information Services on the progress made in enabling Electronic Mail and massaging throughout West Dunbartonshire Council.

The Committee agreed to note the contents of the report and the next major phases to be carried out in the Electronic Mail project.

INFORMATION STRATEGY PHASE 2 UPDATE

There was submitted report by the Head of Information Services on the progress made in the second phase of the Information Strategy.

The Committee noted the progress made in this phase of the Information Strategy, specifically in relation to a community information system, CouncilConnect, National Grid for Learning and the Information Strategy Phase 2 Draft Document.

DATA PROTECTION ACT 1998

There was submitted report by the Head of Information Services on guidance received from a Data Protection Workshop organised by COSLA on 4th February 1999.

The Committee agreed to note the contents of the report and that any Member requiring further specific information on the Data Protection Act 1998 should contact the Systems Information Services Manager.