

## **INFORMATION SERVICES COMMITTEE**

At a meeting of the Information Services Committee held within the Council Offices, Clydebank on Wednesday, 8th May 1996.

- Present: Provost Patrick O'Neill (LAB), Councillors James McCallum (LAB), Mary Campbell (LAB), Daniel McCafferty (LAB) Andrew White (LAB) Alistair Macdonald (LAB) James Doherty (LAB) George Cairney (LAB), William Kemp (IND) John Wailes (SNP) Craig McLaughlin (SNP)), Duncan Mills (LAB) Ronald McColl (SNP), and James Flynn (LAB).
- Attending: Michael J. Watters, Chief Executive; Ian Leitch, Depute Chief Executive and Solicitor to the Council, Mary Cullen, Head of Corporate Policy and Public Relations and Angela Clements, Head of Information Services
- Apology for Absence: An apology for absence was intimated on behalf of Councillor James McElhill (SNP).

### **Councillor James McCallum in the Chair**

## **REVENUE BUDGET 1996/97: IMPLEMENTATION OF CUTS**

There was submitted report by the Head of Information Services indicating how cuts had been made in each of the five option areas specified in the previous report, the total savings made to date, and the planned timescale for the remaining realisation of cuts to the Information Services Revenue Budget for 1996/97.

Following discussion and after hearing the Head of Information Services and noting that the Chief Executive had under further consideration, in light of the Council's financial position, the posts mentioned in Part 2.1 of the report, it was

- (a) agreed, subject to the foregoing, that the report be noted and that further reports would continue to be submitted to the Committee as and when further savings were realised and planned timescales for the realisation of any cuts defined, and
- (b) noted that the Council now owned all of its telecommunications equipment and, accordingly was able to invite tender from suppliers who offered best value-for-money in terms of service and maintenance.

## **INFORMATION TECHNOLOGY UPDATE**

There was submitted report by the Head of Information Services advising of the progress made in the various areas within Information Services including the Information Services Helpdesk, Transition Groups arrangement, Applications Support, and Local and Wide Area Networking.

After discussion the Committee noted the report and also that it was the intention of the Head of Information Services to continue to update the Council via future reports to the Information Services Committee.

### **ELECTRONIC SECURITY**

There was submitted report by the Head of Information Services advising that the Council had certain legislative and commercial obligations related to the use of Information Technology including Copyright, Licensing Restrictions, Data Protection, Contingency and Disaster Planning, Logins and Passwords, Virus Protection and Theft. The Council also had a requirement to protect certain computer systems and their data in order to ensure the continuation of certain services, or to provide accurate and timely information to various bodies as well as members of the public.

Following discussion and after hearing the Head of Information Services and the Depute Chief Executive and Solicitor to the Council, it was noted that

- (a) work had begun to produce a Corporate IT Security Policy which will give clear instructions and guidance on electronic and physical security to users of IT systems, and
- (b) progress would be reported and a comprehensive Policy would be submitted for approval to this meeting in due course.

### **MEMBERS INFORMATION SYSTEMS PILOT UPDATE**

There was submitted Report by the Head of Information Services giving an update of the progress and uptake of the Members Information Systems Pilot study which had allowed participating Members, with effect from 8th April 1996, regular access headlines from the Local Government Chronicle's Internet WEB site, including information connected with Housing, Social Work, Education issues, and articles on specific legislation and media items, which had proved extremely useful.

The Head of Information Services having commented on the success of the study, the Committee noted that progress would continue to be reported on the Members Information System Pilot, that a comprehensive Report, detailing proposals for the way forward would be prepared, and that proposals for the inclusion of more items with a specifically Scottish element would be submitted to a future meeting of the Committee.