

## **NOTES FROM THE ICT SUB GROUP OF 11<sup>TH</sup> JANUARY 2008**

Present: Councillors K Hitchen (Chairman); M McVeigh and D Wilson.

Officers: M Stroud, ICT Technical Support Leader; N White, Scrutiny Officer and C Willoughby, Member Services Technical Support Officer.

### **ICT 16 Apologies for Absence**

Apologies for absence were received from Councillors Mrs W Metherell and P Whalley.

### **ICT 17 Sharepoint**

Members received an update and further demonstration on the Sharepoint (Information Sharing) System from the ICT Technical Support Leader.

Members were advised that the system was being developed for piloting by the Planning Department. The pilot was expected to take two months and the results of the pilot would need to be considered corporately before it could be extended to all the Council's departments.

It was noted that other departments used different document management systems. To stop unnecessary expenditure on these systems it was considered appropriate for the development of any other Document Management System be placed on hold until the Sharepoint Pilot is completed and the results analysed.

It was **AGREED** – that

- a) all members of the ICT Sub Group be given access to Sharepoint.
- b) a 'Hands-On' session be arranged for the ICT Sub Group by the ICT Technical Support Leader in advance of the next meeting
- c) a report on the pilot of sharepoint be submitted to a future meeting and development of any other Document Management Systems be placed on hold until the Sharepoint Pilot is completed and the results analysed.

### **ICT 18 Webcams**

Members received an update on Webcams from the ICT Technical Support Leader.

It was **AGREED** – that a schedule be produced for the Sub Group members being set up with Webcams and a web page link be established for ease of access.

**ICT 19 Date of Next Meeting**

It was **AGREED** that 'Hands-On' Sharepoint training be given at the next meeting on Thursday 7 February 2008 at 2:00pm.

The meeting closed at 3:20pm

Signed by Chairman