

LOCAL CIO COUNCIL

**MINUTES OF MEETING HELD ON THURSDAY 8th January 2009
AT SUNNINGDALE PARK, BERKSHIRE**

Present:	Jos Creese	Hampshire County Council(Chair)
	Mark Brett	Socitm Ltd
	Dylan Roberts	Leeds City Council
	Vic Freir	Somerset County Council
	Steve Sankey	Nottinghamshire County Council
	Peter Bole	Kent County Council
	Helen Finnimore	Teesdale District Council
	Steve Hopson	Cheshire County Council
	Glyn Evans	Birmingham City Council
	Rose Crozier	Belfast City Council
	Peter Gallon	Northumberland County Council
	Mick Phythian	Ryedale District Council
	Richard Steel	London Borough of Newham
	Jane Jack	Warwick District Council
	Noelle Godfrey	Cambridgeshire County Council
	Angela Waite	Canterbury City Council
	William Barker	CLG
	Kevin Hayes	CESG
	Philip Littleavon	Cabinet Office
	Roy Marshall	CLG
	John Stublely	Cabinet Office
	Pam Larsen	Socitm (Secretary)
Apologies:	Peter Gallon	Northumberland County Council
	Tim Rainey	Tameside Metropolitan Borough Council
	Paul Lea	Devon & Cornwall Police
	Chris Guest	Flintshire County Council
	Nicola Ratcliffe	Kennet District Council

1. Business Administration

Jos Creese welcomed everyone to the meeting, introductions were made and the purpose of the meeting explained: -

Supported by Socitm, initiated by the Government CIO, John Suffolk, through the Cabinet Office and the National CIO Council to help coordinate Local Government engagement to national government initiatives. It is for the LG CIO Council to challenge and offer advice and guidance from a Local perspective.

2. Minutes of previous meeting and matters arising.

Richard Steel advised that he had contacted Vince Took (TFL) but this had not been helpful. John Serle had provided two further contacts which require further follow up.

Action LG CIO 03/01: Richard Steel to follow up

Richard Steel had promised to supply contact details of enthusiastic people willing to join LG CIO Council through the Socitm Police Group. This is still outstanding.

Action LG CIO 03/02: Richard Steel to follow up

Mark Brett had documented and circulated a protocol for the distribution of materials (ref LG CIO 02/03)

Pamela Larsen had diarised future meetings and circulated these (ref LG CIO 02/04).

Tim Rainey had failed to attend three consecutive meetings.

Action LG CIO 03/03: Jos Creese to contact Tim Rainey

Jos Creese suggested representative, on the LG CIO Council, from the voluntary and third sectors.

Action LG CIO 03/04: Richard Steel to liaise with Jos Creese on this issue

3. Government Connect Update

Philip Littleavon stated that whilst Government Connect was well known to all there were issues arising where it was felt that the LG CIO council was well positioned to facilitate resolution of such issues.

Philip outlined the current status

- 19 sites live
- 106 councils exempt for 3 to 6 months
- 35 LA's have not yet submitted their initial assessment
- From an LA perspective 31/03/09 is a real deadline. However there is a small degree of flexibility as it is inevitable that a huge amount of work will need to be completed near to the deadline date. In order to mitigate the risk of this Government Connect are now expanding their team and distancing them from LA's in order to provide more prescriptive advice. Future assessments will go to a team who can provide more consultative information and more directive face to face advice.

Socitm and LG CIO Council are requested to identify additional resources re the assessment process, to work with the Government Connect team directly.

Action LG CIO 03/05: Mark Brett to progress this with GC

Benchmarking Shared Services Infrastructure

The case for Government Connect to date has been based on data handling compliance and central to local government communications. Government Connect propose to engage an independent 'benchmarker' to establish where GCSX/GSI could be used by local government to run more shared services. The LG CIO Council were asked for their views on this initiative.

Action LG CIO 03/05a: Mark Brett to liaise with GC

Ocean Procurement Programme

This will procure the successor to GCSX.

The LG CIO Council were requested to endorse the approach and consider how this could be supported

Action LG CIO 03/05b: Vic Freir

Clarifying Security Policy

CESG/OGC is currently revising its policy statements regarding sharing RESTRICTED information with Local Authorities connected to GCSX. There is an opportunity for LA's to take the initiative and help develop a standard MOU setting out detailed guidance for handling RESTRICTED information.

The LG CIO Council is requested to consider the opportunity to develop a standard MOU to support regular exchange of IL3/RESTRICTED data.

Action LG CIO 03/06: Mark Brett to co-ordinate responses to the above requests

4. CESG Update

Kevin Hayes CESG (information assurance arm of GCHQ) gave a presentation on 'Information Assurance for Local Government' CESG has traditionally proved a communications and information service to HMG.

- There has been a recent review of the Information Assurance products and services that CESG delivers to Government.

- This has resulted in the decision in principle to extend services beyond the traditional 'central Government' customer set.
- Review of strategy for delivery of CESG IA services is consistent with the Cabinet Office National IA Strategy.
- Key objective is to maximise the investment in Government Connect by working with DWP, CLG and key Local Government contacts to develop the IA agenda to enable more effective sharing of sensitive data right across the public sector.

Jos Creese welcomed Kevin as a useful contact for the LG CIO Council.

5. Update on Public Sector Network

John Stubleby gave a presentation on the progress of the PSN. The aim being to provide services which are easy to access and use.

- Current Transport Architecture
 - very inflexible
 - high fixed bandwidth
 - high cost
 - duplication
 - difficult to share
- PSN seeking to achieve
 - one network which is fast, efficient and secure
 - a federated model providing easier development and implementation
 - improved agility removing organisational boundaries and providing flexible agency inter-working
 - reduction in overall costs

John elaborated on the above and gave Key Design Delivery Dates through to a Service Deployment Guide in September 2009.

There was generally strong support for the vision from the meeting.

Action LG CIO 03/06: Dylan Roberts to be co-ordination lead with assistance from David Wilde (Westminster City Council) and to report back to the next meeting.

6. Information assurance and record management - exemplars

Mark Brett presented this item on behalf of Sue Bateman (Cabinet Office).

John Suffolk had requested that the CTO Council and CIO Council members provide information about their sector involvement around Information Assurance.

The group briefly discussed the previous three items, to enable Jos and Glyn to have a reporting position for the National CIO Council.

7. Item 7 is exempt from publication under the Freedom of Information Act as it is at this time PROTECT – COMMERCIAL –

8. Name change of Local Government CIO Council

Richard Steel advised of the need to change the name of this group as all local sectors (fire, police etc.) work with us.

Roy Marshall advocated that the LG Delivery Council should be lobbied for a similar name change.

It was agreed to change the name of this group to Local CIO Council (L CIO Council) and review our terms of reference.

Actions LG CIO 03/07: Mark Brett of review terms of reference

LG CIO 03/08: Pam Larsen to advised Vicky Sargent of the name change for the website

LG CIO 03/09: Glyn Evans to communicate the name change to Local Government Delivery Council with recommendation that they change their name accordingly

9. Supplier Management Issues

Jos Creese questioned the issue of L CIO Council involvement with suppliers who want to broaden their range into local government councils.

Roy Marshall advised of a number of supplier forums (chaired by OGC) who meet half yearly. Access to these groups is normally at a senior level (CIO or equivalent).

Jos Creese advised that Andrew Stott (Cabinet Office) would require engagement at this level.

Peter Boles suggested that this could be used as an escalation route to suppliers for LA problems.

Actions LG CIO 03/10: Jos Creese to request from Andrew Stott the

Supplier forums

LG CIO 03/11: Roy Marshall to advise Pamela Larsen of suppliers within this forum

10. EU Services Directive – Point of Single Contact

Mick Phythian had circulated a paper out-lining the directive

- PSC – Point of single contact
- what is required of local authorities
- what BERR could offer
- what local authorities will need to do as part of their PSC implementation
Socitm Consulting are assisting BERR to gather information about the licences LA's are responsible for. It was decided that, at this moment in time, there was no need for additional LG CIO Council involvement.

11. Feedback from Strategic Supply Board meeting 3 December 2008

Peter Boles had circulated a paper from meetings of 15 September 2008 and 3 December 2008.

12. Regular feature in Gov IT Magazine

Mark Brett issued on behalf of the Secretariat a document out-lining a request for a regular column from LG CIO Council.

It was agreed that contributions to any publications would be channelled through Vicky Sargent.

There is a need to produce a short article on LG CIO Council for the Government Transformation report.

Action LG CIO 03/12: Mark Brett to draft this article for approval by Jos

13. Vacancies on LEGSB Steering Group

Mark Brett presented this item on behalf of Paul Davidson regarding a request for LG CIO Council representation to LEGSB. After discussion, it was agreed the Local CIO Council needs to remain strategic and that the Local CTO Council should focus on the more technical issues. The Local CIO Council would be pleased to receive regular update reports from the local CTO Council reference group.

Action LG CIO 03/13: Jos Creese to respond to Paul Davidson

14. The Work Programme – priorities for the next period.

It was agreed that further work was need on this and that a smaller group consisting of GE, RC, JC, MP and RS would convene prior to the next LG CIO Council meeting in order to update the programme and report on

progress. It was further agreed that the work programme should be aligned with the CLG priority areas, which cover all of the aspects of Local Authority work. Alignment with CLG themes and streams, will better facilitate the work of the Council and its ability to make a favourable contribution.

Action LG CIO 03/14: Pamela Larsen to facilitate a planning meeting.

15. Local Central Concordat

Roy Marshall outlined the initiatives currently being considered by this group and suggested that it would be of mutual interest if LG CIO Council had representation.

It was agreed that this become an agenda item for the next meeting and that CLG be invited to join LG CIO Council.

Action LG CIO 03/15: Jos Creese to issue invitation to Roy Marshall

16. Leeds CAA and the role of ICT

Dylan Roberts introduced this item outlining the involvement of Policy Groups in Leeds as to what should be in assessments.

Action LG CIO 03/16: Dylan Roberts to pull together what policy LA's require from the datahub and liaise with Kay Brown for comparison with work undertaken in Scotland

17. Any other business

Richard Steel requested the meeting consider nominating a LG CIO Council representative to on OGC BS Collaborative Procurement Workshop at this weeks PS CIO Councilmeeting.

Action LG CIO 03/17: Peter Boles plus one other to attend.

Dylan Roberts raised the issue of niche suppliers having the capability to respond to issues raised to them and how we can assist in this regard.

Action LG CIO 03/18: Mark Brett to raise this issue with Martin Greenwood in the context of IT Trends.

Pamela Larsen requested an additional meeting between July 2009 and January 2010 in order that the momentum can be better maintained.

Action LG CIO 03/19: Pamela Larsen to arrange an additional meeting for late November 2009

Mark Brett suggested that an approach be made to LGA for recognition of the role of the LG CIO Council

Action LG CIO 03/20: Mark Brett to progress with the LGA in conjunction with William Barker at CLG

The effects of the current recession needed to be included in the LG CIO Council work plan

Action LG CIO 03/21: Pamela Larsen to update the work plan accordingly

The 'Transformation of Government' report by the Cabinet Office is to be obtained and distributed.

Action LF CIO 03/22: Pamela Larsen to obtain the report and distribute.