

<b>REPORT TO THE:</b>	
<b>PERFORMANCE REVIEW AND AUDIT COMMITTEE</b>	
<b>DATE:</b> 28 <sup>th</sup> July 2008	<b>REFERENCE:</b>

<b>SUBJECT: Update of the work of the ICT Task and Finish Group</b>
---

<b>SUMMARY:</b>
To receive a brief update from the ICT task and finish group as an interim report.

OBJECTIVES		IMPLICATIONS	
More than an Emergency Service		Operational Risk Management	
Trusted & Respected by our customers	Yes	Community Risk Reduction	
Saving Lives, Protecting Communities	Yes	Learning & Development	
Managing within Budget	Yes	Service Control	Yes
Allocate Resources to Priorities	Yes	Civil Contingencies & Resilience	
Efficiency savings	Yes	Finance & Procurement	Yes
Alternative funding & resources	Yes	H.R.	Yes
Managing People	Yes	ICT	Yes
Risk Reduction Planning		CCMS	
Partnership Working	Yes	Transport	
Effective & Empowered People	Yes	Health & Safety	
		Premises	
		Sustainability & Environment	Yes
		Welsh Language	
		Legal	
		Governance	Yes
		Equality & Diversity	
		Representative Body Consultation	

<b>COMMENTS/OBSERVATIONS ON THE ABOVE OBJECTIVES/IMPLICATIONS:</b>
The scrutiny process together with the efficiency exercise may affect all the above areas.

<b>RECOMMENDATIONS:</b>
That the attached progress report is noted.

<b>BACKGROUND PAPERS USED IN PREPARATION OF THIS REPORT:</b>
--

Report Author(s) and Designation	Liz Aitken ACO, Director of Resources and Procurement
Telephone number/Extensions	0870 6060699 ext 4404



**Briefing note to the Performance Review and Audit Committee**  
**28<sup>th</sup> July 2008**

Re : ICT Task and Finish Group meeting on the 15<sup>th</sup> July 2008.

The Group was attended by Cllr Cheryl Philpott and Cllr Jeff Holmes

Nigel Williams ICT manager gave an excellent presentation on each of the relevant areas within his remit and was subject to detailed questioning on each line of the budget. In this way the areas of telephony, front line systems and other computer systems were effectively scrutinized in turn.

There were many potential non cash efficiencies discussed in terms of methods of operating but the following were also to be examined in terms of cash efficiencies, potentially releasing £10,000's.

Actions:

1. **Ordnance Survey** – concern was raised in relation to the cost of paying OS for maps that reflected the 6 constituent Local Authorities' geographic area. There may be duplication of payment in relation to Authorities paying OS as well as MWWFRS.
2. **Leasing** – the possibility of leasing computer equipment on a 3 year rolling basis was discussed as this would release resources in the short term and also keep equipment up to date.
3. **Mobiles/phones/blackberry's** – members requested an investigation be undertaken into mobile/blackberry use. Consideration should be given to the use of other technology also, for example, 3G i-phones. The telephone contract was also due to be re- tendered and savings may well emanate from this review.
4. **Printing** – discussion revolved around the progress in reviewing printing within the service. This was looked at within the Supplies & Services efficiency review but was delayed due to the link with ICT. This was to be finalized before the end of July.
5. **e-accessibility** – more needs to be done to reduce paper, including at Authority meetings. Also, consider paper free meetings, issuing papers via cd rom etc. Members are to be surveyed on their preferences.
6. **Fire Authority papers - Bilingual documents** – consider reducing the amount of paper used when issuing Fire Authority Documents by asking members if they want Welsh versions. This and the previous point were to be included on the agenda for the next Modernisation group meeting.

