

COMMITTEE:	Cabinet
DATE:	7 November 2002
SUBJECT:	IEG 2 Statement, IT Plan and IT Loans
REPORT OF:	Head of IT and E Government
Ward(s):	All
Purpose:	To present the IEG2 Statement and IT Plan for approval prior to presentation to the ODPM and to propose a change to the policy regarding loans to council officers for the purchase of IT equipment.
Contact:	Peter Byard, IT Manager, Telephone 01323 415176 or internally on extension 5176.
Recommendations:	To approve the content of the IEG2 statement, to approve the IT plan for 2002-3 and to approve the changes to policy regarding staff loans for IT purchases.

1.0	<u>Introduction</u>
1.1	In 2002-3 the Council has been allocated £200,000 by ODPM for the implementation of E Government. In 2003-4 a further £200,000 is available, subject to the receipt of a satisfactory Implementing E Government Statement.
	As part of the IT and E Government planning process an IT plan has been produced – and will be produced every year, however due to the very similar content of the two documents it is proposed to combine them for the purposes of Cabinet approval.

	<p>Currently loans of up to £1,000 are available for members of staff to purchase IT equipment for their personal use. In practice the guidelines set out in the past have proved hard to operate, so it is proposed that these guidelines be changed to make it easier for staff to take advantage of this policy.</p>
2.0	<p>The IEG Statement is produced to a rigid format recommended by ODPM. It is primarily intended to be read by officers at the ODPM – but it will also be made available on the council website. The document outlines the council’s vision for E Government as well as the practical steps we are taking as an organisation to achieve this. The document will be assessed by ODPM, and depending on the outcome of this assessment a further grant of £200,000 will be awarded.</p>
	<p>The IT Plan covers the majority of this same ground, but also includes more detailed project plans, and these are attached as supporting information.</p>
	<p>Staff loans are currently available for the purchase of I.T. equipment. However, staff are required to purchase the Council’s standard specification P.C. through the Council’s supplier. In practice, this has proved too restrictive and there has only ever been one loan issued. The proposal for staff loans is that in future members of staff be allowed to buy their choice of equipment, that receipts then be submitted to the IT and E Government team for approval, and that following this approval a loan of up to £1,000 be allowed.</p>
2.1	<h2>Benefits</h2>
	<p>The IEG Statement will publicise the work of the council in implementing e government, and will enable the release of a further £200,000 grant.</p>
	<p>The IT Plan allows members and officers to examine the work of the IT and E Government team and to approve the strategy for the coming year.</p>

	IT loans for staff will enable greater “e awareness” amongst staff and will lead to overall increases in computer literacy.
2.2	Risks
	The IEG statement may not be passed by ODPM in which case it will be returned for revision.
	The IT Plan reduces risk in allowing members to approve the overall strategy of the IT and E Government team.
2.3	Costs
	The IEG Statement will raise £200,000.
	The IT plan will lead to better resource management leading from the planning process.
	Staff loans will result in minor administration and loan finance costs.
3.0	Reference
	Members are referred to the national strategy set out in “e gov @ local” available through the UK Online website.

	In this the government sets out its vision for the implementation of E Government for local councils, and the IEG statement closely adheres to this methodology.
4.0	<p>Implications</p> <p>E Government implementation has wide implications for all parts of the council. Targets are to improve the quality of customer service and the efficiency of the delivery of those services. All parts of the council are involved in the process.</p>
	Staff IT loans will increase the IT skills base of the council.
5.0	Conclusion.
	The IEG 2 statement is a necessary step to raise an additional £200,000 of Government money. It conforms to rigid guidelines and in conjunction with the IT Plan it gives an overview of the current IEG strategy for Eastbourne Borough Council.
Peter Byard	
Head of IT and E Government	
Background Papers:	
The Background Papers used in compiling this report were as follows:	
EBC IT Strategy	
EBC IEG Statement	
EBC IT Plan (draft)	
DTLG guidelines for implementing egovernment strategy – DTLR website.	
SOCITM guidelines for implementing egovernment strategy – SOCITM website.	

IEG2 and IT Plan Cabinet report 021107	
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