MIDDLESBROUGH COUNCIL

AD-HOC SCRUTINY PANEL

26 OCTOBER 2012

PAPERLESS COMMITTEE MEETINGS
- **FURTHER INFORMATION**

PURPOSE OF THE REPORT

1.   To provide the scrutiny panel with further information in relation to the topic of paperless committee meetings.

BACKGROUND AND FURTHER INFORMATION

2.   At the first meeting of the Ad-Hoc Scrutiny Panel, held on 19 September 2012, an overview was presented of the new topic area. This report updates the position, and provides further information on a number of issues that were highlighted at that meeting.

3.   Reference was made to seeking examples of Tablet Usage/Paperless Working by other Local Authorities. As indicated previously, a number of authorities have adopted tablet (etc) usage nationally. However, discussions are still ongoing to identify a suitable authority in the local area, or region, that has made sufficient progress on the issue as to be able to provide meaningful feedback and information on results. It is hoped to update the scrutiny panel on this issue at the meeting.

4.   The panel also indicated a wish to see a demonstration of relevant information technology (IT) equipment. Members are also advised that progress in this area has also been limited, although discussions are ongoing. Contact has been established with appropriate staff in Mouchel (the Council's IT service provider) and, again, it is hoped to update the scrutiny panel on this issue at the meeting.

5.   Arrangements have been made for the Council's Senior Resources Officer (Sylvia Reynolds) from the Members Office to attend the meeting and present information on a number of areas that will require exploration and clarification in taking forward the issue of the paperless authority. These include:

a) How this issue relates to the authority's ongoing Desktop Strategy (which involves reviewing most aspects of IT operations, equipment, ways of working, efficiencies etc).
b) Links to the authority's Transformation Agenda.
c) Costs.
d) Software issues.
e) Security and insurance.
f) Members' IT usage and organisational culture.

6.   The Senior Resources Officer will provide further information on these issues at the scrutiny panel meeting. Following the information submitted to the last meeting regarding paper usage and printing costs, it is also hoped to provide further information and clarification in this regard.

RECOMMENDATION

7.   It is **RECOMMENDED** that the findings from the Ad-Hoc Scrutiny Panel meeting are taken into account in drawing up conclusions at the end of the review process and also in the recommendations which are contained in the Panel's final report for consideration by the Executive.

BACKGROUND PAPERS

8.   The following background papers were used in preparing this report:
      - Minutes of the Ad-Hoc Scrutiny Panel meeting held on 19 September 2012.

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