**Briefing notes on Issues included in the Forward Plan Issue No.     2005/06**

Forward Plan Select Committee Meeting – 25/10/2006

**SERVICE AREA**: Finance & Corporate Resources

| Report ref | Report title |
|---|---|
| DBBCWN | IT for Members Update |

**Summary**:
Cllr Blackman (Deputy Leader of the Council) has requested an update on the rollout of IT for Members.   All members who have requested IT will be completed by end of November 2006.

Brent provides IT facilities for Members to allow remote electronic communications to the internet, Brent's intranet and E-mail. The service includes the issue of a standard laptop, printer and the installation of an ADSL broadband connection, or a handheld email device (Blackberry).  Please find below a summary of the current position:

**Number of Members that now have IT equipment**
Fifty out of 63 Members now have IT facilities.  A further twelve Members will be receiving IT facilities shortly, many of whom already have their own IT facilities.

**Members currently outstanding and details of appointments**
The following Members are awaiting laptops, routers and/or printers:
Councillor Sami Hashmi's installation has been scheduled for 23/10/06.
Councillor Mark Cummins' installation has been scheduled for 31/10/06.
Councillor Chunilal Chavda's installation has been scheduled for 6/11/06.

We are awaiting confirmation appointments for Councillor James O'Sullivan's and Councillor Will Motley.

**Members Awaiting Blackberry Delivery**
21 Councillors currently have Blackberries with one outstanding. Councillor Chris Leaman's Blackberry is expected w/c 23/10/06.

**Members Awaiting delivery of Laptop from Supplier**
Councillor Derek Jackson is awaiting the delivery of a light weight laptop.  The installation is provisionally scheduled for November 2006.

**Members Awaiting Connecta**
The new Connecta service provides secure remote access from any PC connected to the internet. This facility provides access to E-mail and the Intranet.  Installations will commence w/c 23/10/06 and will apply to the following: Councillor Alan Mendoza, Councillor Atiq Malik, Councillor John Detre, Councillor Anthony Dunn and Councillor Robert Wharton. These members have specifically requested waiting for the new service.

**Training Survey**
A training survey will be issued in November following the completion of this phase.  The aim of the survey is to identify specific training needs, ranging from using the computer to problems with E-mail or MS Office etc.

**Moving Forward**
We will be working closely with Members and customers on future deployment of new technology e.g proposed change from Lotus Notes to Microsoft Outlook.

**Nature of Decision to be taken/Intended Outcome**

**Timescale for decision**:

**Contact Details**: