

INFORMATION SYSTEMS SUB COMMITTEE – OUTSTANDING ACTIONS – PUBLIC MINUTES

| Meeting Date | Minute | Action and target for completion | Department responsible | Progress update |
|------------------|---|--|------------------------------------|---|
| 10 March 2016 | NOTIFICATION OF IT SERVICE OUTAGES | Members to be included in the notification process used to advise Senior Officers of IT service outages. | IT Team, Chamberlain's Department. | During the GOOD outage the VIP support team utilised SMS text messaging to advise Members of the failure. IT Division would welcome feedback from Members regarding this. |
| 15 December 2015 | IT DIVISION QUARTERLY REPORT | The Outstanding Actions report to include details of agenda items for future meetings. | IT Team, Chamberlain's Department. | Indication of agenda items for future meetings is appended to this report. |