Information Technology Sub-Committee – Outstanding Actions

Item	Date	Item and Action	Officer responsible	To be completed/ progressed to next stage	Progress update
1.	25 November 2016	Member Survey The Chamberlain to develop and analyse the results from the Members survey. Members to send in any additional remarks.	Peter Kane, Chamberlain's Department	October 2017	More detailed research to be conducted following feedback and proposals brought to the first IT Sub Committee in October 17
2.	20 January 2017	IT Member Update Officers to provide a breakdown of workforce numbers of the previous years, including the levels pre-Agilisys for comparison to the current levels.	Sean Green, Chamberlain's Department	May 2017	A Paper will be provided in May 17 detailing the worksforce breakdown including staff from Agilisys. This is included in the IT Division update
3.	22 February 2017	Additional meeting Additional meeting to be arranged for June to assist with workload management	Fern Aldous, Town Clerk's Department	End of March 2017	Determined with the Chairman of IT Sub-Committee that an additional meeting was not required
4.	22 February 2017	Timing of meetings Town Clerk to investigate the timing of the Sub-Committee in relation to the Grand Committee and Projects Sub-Committee	Chris Braithwaite Town Clerk's Department	July 2017	Due to other dependencies for the Committees schedule this may not be possible
5.	22 February 2017	IT Member Update Report on the rationale behind the migration to Apple Devices be brought to the next meeting of the Sub-Committee.	Kevin Mulcahy, Chamberlain's Department	July 2017	This work is being scoped into the IT Transformation programme. Update to be provided to the IT Sub-Committee in July 17