

# ABERDEEN CITY COUNCIL

## FINANCE & ICT DEPARTMENT

NOTES OF A JOINT PUBLIC SECTOR ICT STRATEGY GROUP MEETING  
Held at New Town House, 1400, 3rd October 2002

### Present

J Lamb	Aberdeen City Council - ICT	<a href="mailto:jiml@it.aberdeen.net.uk">jiml@it.aberdeen.net.uk</a>
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D Ross	NHS Grampian	<a href="mailto:donnie.ross@arh.grampian.scot.nhs.uk">donnie.ross@arh.grampian.scot.nhs.uk</a>
I Hunter	NHS Grampian	
A McCreath	Robert Gordon University/AbMan	<a href="mailto:a.mccreath@rgu.ac.uk">a.mccreath@rgu.ac.uk</a>
B Mitchell	Grampian Fire Brigade	<a href="mailto:Bill.Mitchell@grampianfirebrigade.co.uk">Bill.Mitchell@grampianfirebrigade.co.uk</a>
N Fraser	Scottish Enterprise	<a href="mailto:neil.fraser@scotent.co.uk">neil.fraser@scotent.co.uk</a>
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A Duncan	Aberdeen City Council - Comm Dev	<a href="mailto:aiduncan@commdev.aberdeen.net.uk">aiduncan@commdev.aberdeen.net.uk</a>
A Stuart	Aberdeen City Council	<a href="mailto:astuart@socialwork.aaberdeen.net.uk">astuart@socialwork.aaberdeen.net.uk</a>
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		Action
1	<p><b>Apologies</b></p> <p>JL welcomed the attendees and relayed apologies from G Pryor (University of Aberdeen) and Teresa Gravelis (Scottish Enterprise) as they were unable to attend this session.</p> <p>The ACC procedures to be followed in the event of a fire and the no-smoking policy statement were advised to the attendees.</p> <p>JL welcomed the new members to the meeting</p>	
2	<p><b>Empowerment</b></p> <p>JL requested confirmation that all delegates were empowered by their relative organisations to commit as required.</p> <p>All attendees confirmed with exception of AMcC. AMcC committed to verify soonest</p> <p>AD stated that each organisation here was part of the Community Planning process although not necessarily represented on the Chief Executives Group.</p>	AMcC

<p>3</p>	<p><b>3.1. Previous Meeting Notes</b>  There were no matters of concern arising from the previous meeting notes.</p> <p><b>3.2. Matters arising</b></p> <p><i>3. Community Plan</i>  Colour copies of the documents were issued</p> <p><i>4.5. Information Points</i>  Information pack (The point) had been issued to KMcD who had passed on to others within his organisation.</p> <p>CA &amp; AMcC requested copies asap</p> <p>BM indicated that Fire Brigade were interested but would wait and see what others were doing first.  AD advised that a meeting had been arranged with the Brigade next week and that 3 sets would be issued there.</p> <p><i>Data Sharing</i>  AD advised meeting that Scottish Executive had no funding available. However a request would be made to Aberdeen Alliance to "buy in" to information sharing.</p> <p>KMcD was concerned over separation of data to monitor statistics and the data type systems, as well as concerns regarding lack of cross fertilisation between groups and internal units.</p> <p>AD stated that information was issued as Community Plan Indicators and displayed/monitored corporate management information. City Alliance partners supply specific information, using different software, to display information to public to show progress gained. £10K funding will be used, hopefully, to look at integration &amp; gathering of information.</p> <p>CA requested that format and type of information required be advised to Grampian Police quickly as they were currently involved in scoping the Management Information System and would include the relevant set of indicators required.</p> <p>JL issued copies of minutes and documents from related Groups for information. (see item 9 on Agenda).</p> <p><i>Inter Agency Working</i>  JL confirmed that all sectors of housing are included.</p> <p><i>Common Matrix</i>  NL has completed the initial survey and an information matrix was issued to the meeting.</p>	<p>AD</p> <p>AD</p>
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	<p>6 AOCB</p> <p><i>Infrastructure</i></p> <p>JL requested an electronic copy of the NHS Grampian Strategy Document.</p> <p>KMcD agreed to forward a copy to JL</p> <p><i>Text Messaging</i></p> <p>BM advised the group that funding for this project had been withdrawn</p> <p>AMcC requested a copy of the information gathered as RGU could require this facility. This could be useful for students.</p>	<p>KMcD</p> <p>BM</p>
4	<p><b>Finance Systems</b></p> <p><i>Community Budgeting</i></p> <p>AD discussed a Green document from Scottish Executive that identified the need to include more localised involvement in spending of public money. ACC and 'Shire were presently working on various levels to achieve the objectives. (1) Community Involvement and Budgeting; (2) Provision of Management Information - Geographical or defined category/theme, (3) Monitoring of take-up and levels. ACC were currently trying to bring the services and information available closer along with finance services.</p> <p>BM indicated that the Brigade were withdrawing from the 'Shire Finance system and were currently out to tender.</p> <p>KMcD advised that NHS had just extended their current arrangements following the completion of a tender exercise, which resulted in a lack of funding to accept any of the systems on offer.</p> <p>IH was concerned with CFACS and lack of suitable alternatives</p> <p>AMcC confirmed that Alchemy had bought over Cedar Data (CFACS) and other smaller financial software houses. Concerns over Alchemy being asset strippers and costs for modifications were increasing.</p> <p>AMcC suggested that there might be a possibility of a "community wide" finance system.</p> <p>JL queried whether there would be an opportunity to introduce a common system or did we really just want to share the data?</p> <p>BM advised that the ITT was specific that XMHL should be available. and would allow the sharing of information rather than using a common system</p> <p>AD commented on the need to standardise on coding to allow input to be specific to a common area or locality.</p> <p>KMcD agreed that the most important element is the ability to share data and that there may not be an economy of scale by using a common system.</p> <p>IH suggested that warehouse management system to link with e-procurement would ease the work load and system use at month <b>end</b> and other peak times.</p>	

	<p>DR commented that functionality against economy of scale and greatly differing internal requirements went against a common system</p> <p>KMcD Payroll was more likely to give a common solution. Also the sharing of limited resources e.g. Oracle person employed and costs shared over JP sector group. This was an opportunity to review staff lists and identify gaps and all areas to share common needs.</p>	
5	<p><b>Joint Working Opportunities</b></p> <p>Due to time constraints arising from the Fire Drill, this was rescheduled to Oct 30 at 1.30 p.m. to 3.00 p.m.</p> <p>NL gave a brief outline of the Matrix. ACC items were based around the Community Plan and quick wins. There was great potential with Data Sharing but also many difficulties. Initially inclined to look at joint working especially Hardware &amp; Telecoms related.</p>	
6	<p><b>Public Sector Procurement</b></p> <p>AMcC indicated that members of Scotland IS have identified that the Public Sector is an area with large investment in software, telecomms, hardware etc., but there is a lack of knowledge or information and sources available. Would the Group agree to participating in a series of talks to advise on potential bids, types and how smaller, local companies can become more involved.</p> <p>KMcD would like to get local companies more involved but EC regulations dictates method of bid.</p> <p>JL agreed that more local involvement was preferred and that he would be willing to participate in the scheme provided that it was beyond this calendar year.</p>	
7	<p><b>Right Now Technologies - Grampian Police Pilot</b></p> <p>CA gave a brief update on the Right Now Technologies hosted web site and confirmed that the site would be up and running by November. This would be a 3 months trail and be knowledge based / FAQ.</p> <p>Other users may be allowed to use subject to confirmation from Right Now.</p> <p>KMcD thought that this might be useful for a Joint Futures site</p> <p>JL was impressed with the technology and the relatively low cost.</p> <p>Kiosks could be linked, in the future, into the system.</p>	

<p>8</p>	<p><b>MGF2 Bids - Elderly &amp; Children in the Community</b></p> <p>A Stuart outlined the history of the MGF bid process and indicated that MGF 1 was the seed corn to form e-government e.g. Accord card, Aberdeen futures etc. ACC were successful in at least 2 bids involved in integration and streamlining practices relating to Children Information Sharing. This is in conjunction with NHS Grampian &amp; Social Work. A full MGF 2 bid was submitted for Child care/Children Information and Joint Futures focused on older people. These are mainly business process identification within ICT systems and single shared assessment process. The bids involve (1) ACC along with 9 other bodies including Glasgow &amp; West Dunbartonshire and (2) ACC, Aberdeenshire and Moray using careFirst. Areas of difficulty include Change Management and breaking down barriers. Joint teams are important and require consent to share information. Scottish Executive is involved in two differing, conflicting information sharing strategies.</p> <p>e-care Store located on a central shared server with local possibility of using ARI with links to Health and Social Work through careFirst with joined or improved networks.</p> <p>Children Information Sharing - not quite there yet as there is not one core item and lack of information sharing is a problem, as this must include all children.</p> <p>Lead areas would be NHS/Glasgow and NHS/ACC plus related stakeholders</p> <p>Key lead areas identified are Glasgow due to work progressed to date, Web pages, information sharing with foster parents, confidentiality. ACC will be lead on Services Records. and personal care records.</p> <p>Business process review should include links to Smart Card has identifier/indicator, Web pages from e-care Store (data sets stored) electronic tools (to enable sharing of information)</p> <p>All stakeholders should be involved and act as auditors.</p> <p>Overview indicates that funding would be made available.</p> <p>CA advised that Police, Children's Reporter, Procurator Fiscal, Missing Persons and new Justice Schemes are an example of an integrated standard and should be reviewed and incorporated into the proposed systems standards quickly rather than another standard being developed.</p> <p>A Stuart indicated that the blueprint was with the Police and the Statistics produced. The Business Process Review has to go ahead and identify integrated system and would involve ICT, Health, Social Work and anyone else identified.</p> <p>AMcC asked that Prof. Joyce Leishman (AU) be contacted</p> <p>A briefing note is available from A Stuart if required and teams will be set up.</p> <p>KMcD - The briefing note should be issued to all attendees.</p> <p>CA requested that Jim McPherson (Police Project Manager) be involved</p> <p>JL asked if funding was available</p>	<p>A Stuart</p> <p>A Stuart</p> <p>A Stuart</p>
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	<p>A Stuart advised that at present, time was the only commitment required from ACC</p> <p>KMcD confirmed that funding had been reduced, but the project must be implemented. Money (limited) can be made available to buy in internal/external resources to conduct the Business Process Review</p> <p>A Stuart stated that the review must be done regardless.</p> <p>JL stated that this was a good example of local working together</p>	
9	<b>Creating Closer Links to Other Joint Future Groups.</b>	
10	<p><b>Telecommunications Infrastructure</b></p> <p>NF gave a brief overview and advised that the final document will be issued but was more a strategic document.</p> <p>CA advised that Police had awarded a contract for a microwave system and was over-specified. Open to other traffic, (preferably public sector).</p> <p>AMcC - possibly links to multiple systems e.g. AbMAN</p> <p>NF confirmed that stronger links with Joint Public Sector were required and Community Plan, e-Government, and other related areas.</p> <p>JL agreed that all present would like a copy of the report when available.</p>	NF
11	<p><b>Grampian IT Directors Club</b></p> <p>AMcC advised that over 40 invites were sent out for the first meeting and only 4 had declined. The first meeting was an informal dinner and everyone agreed that this was worthwhile and benefits were to be gained from the private/public interface.</p> <p>KMcD and JL agreed that the meeting was useful.</p> <p>The next meeting will be held at Aberdeen University</p>	
12	<b>AOCB</b>	
13	<p><b>Next Meeting</b>  <b>A special meeting to consider Item 5 from this Meeting's agenda will be held on October 30 from 1.30 p.m. to 3.00 pm. in St Nicholas House.</b></p>	