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**CIO COUNCIL MEETING  
24 September 2008**

**Agenda**

Session 1	Business Management: Updates and Approvals <ul style="list-style-type: none"><li>• Update of action log</li><li>• Board reports</li><li>• AOB</li></ul>
Session 2	Operational Efficiency Programme
Session 3	Developing an IT Strategy
Session 4	Open Source
Session 5	IT Benchmarking Programme: discussion of proposals
Session 6	Wrap up and forward look to 2009

**Log of key actions/decisions**

All actions from previous meetings were closed with the exception of:

<b>Session</b>	<b>Action</b>	<b>Due Date</b>	<b>CIO Council lead</b>
CTO Council Resourcing	CTO Council to put forward a specific proposal for GovTalk future, including how it should be led and how it should be funded.	Jan 09	Andrew Stott for CTOC
Champion Challenger	Each CIO to put forward at least one Champion proposal	Jul 09	All CIOC
	Each CTO Domain to put forward at least one Champion proposal	Jul 09	Andrew Stott for CTOC
	Catalogue desktop, mail transfer and web hosting/content management and data handling review products in use in Departments	Jan 09	All CIOC
	Institute cross-government exchange of information between CTOs using common infrastructure provider	Jan 09	Andrew Stott for CTOC
	Evaluate Brent Council online catalogue	Jan 09	Andrew Stott for CTOC

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<b>Session</b>	<b>Action</b>	<b>Due Date</b>	<b>CIO Council lead</b>
	Each Department to review their arrangements for ensuring reuse is considered, possibly building on the Home Office Group model	Jan 09	All CIOC
	IA Domain of CTOC to engage with IADG and CIOs to let IA Domain have examples of exemplars	Sept 08	CIOC CTOC
Open Source	CTOC to look at technological aspects of open source  Glyn Evans to share open source study in LG	Jan 09	Andrew Stott for CTOC  Glyn Evans
LG and LG CIO Council	Invite LGCIOC to joint Police CIOC meeting	Jan 09	Richard Earland

Actions from September 2008:

<b>Session</b>	<b>Action</b>	<b>Due Date</b>	<b>CIO Council Lead</b>
Business management	Involve local government in supplier DHR discussions	Nov 08	John Suffolk
Business management Board reports	Write to CIO and CTO Councils seeking champions for innovation work  Schedule a longer session on supply management at January CIOC	Jan 09	Bill McCluggage  Joe Harley
Operational Efficiency Programme	Run another session at January CIO Council	Dec 08	CIO Council Secretariat
Developing an IT Strategy	Incorporate comments from CIOC and circulate out of committee as v2 by end of October.  V3 to be sent round to CIOC for sign off at January's CIO Council meeting	Dec 08	Kevin McLean
Open Source	Circulate v2 of paper for sign off out of committee  Show and tell of what doing at evening before next CIOC	Oct 08  Jan 09	Kevin McLean

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<b>Session</b>	<b>Action</b>	<b>Due Date</b>	<b>CIO Council Lead</b>
IT Benchmarking	Names of primary contacts to CO Shared Services team	Nov 08	Jo Clift

**Attendees**

<b>CIO Council Members</b>	
John Suffolk (Chair)	Cabinet Office
Chris Chant	Department for the Environment, Food and Rural Affairs
Joe Harley	Department for Work and Pensions
Michael Harrington	Welsh Assembly Government
Richard Hatfield	Department for Transport
Gordon Hextall	NHS
Dean James	Department for Work and Pensions
Simon Jones	Department for International Development
Roy Marshall	Communities and Local Government
Tony Mather	Foreign and Commonwealth Office
Bill McCluggage	Dept of Finance and Personnel (Northern Ireland)
Mark O'Neill	Department for Culture, Media and Sport
Deepak Singh	HM Revenue and Customs
John Taylor	Ministry of Defence
Annette Vernon	Home Office
Louise Tulett	HM Treasury
Paul Woobey	ONS
Tim Wright	Children, Schools and Families
<b>In attendance</b>	
CIO Council Secretariat	Cabinet Office
Jo Clift	Cabinet Office
Tunde Coker	Ministry of Justice (for CTO Council)
Lesley Hume	Cabinet Office
Andrew Stott	Cabinet Office