

CTO Council meeting 26 October: actions

1. SAP: HMRC are about to roll out SAP and would welcome information from others as to who else is using or considering using this:

ACTION: ALL

2. Procurement in the context of EA: The EA Function team to meet OGC to gain buy-in to the repository as a clearing house in the procurement process and to ensure link with OGC's IT capacity survey data work and to report back to the CTO Council.

ACTION: EA Function team (Dan Bailey)

3. Contract information: CTOs to provide details of current major contracts to include dates of expiry and whether the contracts can be reused by other public bodies.

ACTION: ALL

4. The process of ensuring that new projects refer at the feasibility stage to the EA repository before going to procurement as well as the need to ensure that new procurement is shareable and extensible needs to be agreed by the CIO Council.

ACTION: EA Function team (Dan Bailey and John Wailing) to write up proposition for CIO Council to be cleared at next CTO Council meeting

5. It was agreed that a peer review process was central to the Enterprise Architecture profession development and that it should be a requirement as part of any certification process.

ACTION: John Wailing to liaise with IT profession team

6. Document set has recently been circulated to CIO Council around review of the Gateway Process and reliable project control; views of CTOs would be welcomed by Andrew Stott.

ACTION: ALL

7. It was agreed that a project should be initiated to realise the costs of desktop to be discussed at next CTO Council meeting. Before the next meeting the project scope for this work is to be documented. CTOs need to inform the CTO Secretariat if they want to be included in the project.

ACTION: ALL

8. Gaps were identified in the progress report which is being published to support the CIO annual report.

ACTION: Henry Bloomfield, Steve Marsh, David Thomas and Catalina McGregor to provide input from IPS, CSIA, TNA and MOD respectively

9. The initiative to seek standardisation and simplification of e-mail systems across government will include additional leadership from Philip French (NOMS) who will join the infrastructure group with specific responsibility for e-mail.

ACTION: Analysis and options paper to be produced by Cabinet Office.

10. Terms of Reference and membership of the Architecture Reference Board will be drawn up and passed to the CTO Council for comment.

ACTION: CTO Secretariat