



DEMOCRATIC SERVICES COMMITTEE - 13TH FEBRUARY 2014

SUBJECT: MODERN.GOV COMMITTEE MANAGEMENT SOFTWARE SYSTEM

REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER

1. PURPOSE OF REPORT

- 1.1 To inform Members of the purchase of a Committee Management Software system and actions taken to date for its implementation.

2. LINKS TO STRATEGY

- 2.1 The software system will automate significant part of the committee services processes and provide further reassurance that the Council complies with its statutory duty to ensure committee documents are published within 3 clear days. In addition, the software will ensure electronic copies of committee documents are kept in a secure environment which is publically accessible.

3. THE REPORT

- 3.1 Following a tender exercise the Council awarded a contract to Modernmindset for the supply and maintenance of 'Modern.gov', a committee management software system.
- 3.2 Attached at appendix 1 is a highlight report outlining the actions taken to date in implementing the software system.
- 3.3 Once the implementation of the software is completed the system will be demonstrated to the committee.

4. FINANCIAL IMPLICATIONS

- 4.1 The purchase of Modern.gov will release a saving to the authority as it allows the license for the current Stellent document management system to be discontinued.

5. PERSONNEL IMPLICATIONS

- 5.1 There are no personnel implications associated with this report.

6. EQUALITIES IMPLICATIONS

- 6.1 None arising from this report.

7. CONSULTATIONS

7.1 There are no consultation responses that have not been reflected in this report.

8. RECOMMENDATIONS

8.1 Members are asked the contents of this report

9. REASONS FOR THE RECOMMENDATIONS

9.1 To inform Members of a major Democratic Services improvement project.

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Appendices:
Appendix 1 Project Highlight Report - Modern.Gov Implementation