

## **Corporate Governance and Audit Committee**

### **Note of Working Group**

**Monday 30<sup>th</sup> November 2020**

### **Applications Portfolio Programme – Update on Access Project**

The Head of Information Management and Governance presented the report on behalf of the Director of Resources and Housing. The report updates the committee on progress made in eradicating Microsoft (MS) Access from the network to maintain PSN certification.

It was confirmed that all Access 2003 databases have now been uplifted to Access 2010. Less than 10 Access 2003 databases are being held in abeyance pending testing and roll out of their replacements. Information identified within old databases which are no longer in used has been migrated to readable formats where there is a statutory requirement to maintain the data.

The Head of Information Management and Governance noted that no new Access databases have been created since February 2020 and thanked the Committee for their part in achieving this.

The committee received an overview of the planned approach to the Access 2010 databases and noted that the Cabinet Office are content with these proposals. The Head of Information Management and Governance reported that the governance arrangements which have been put in place have been successful in addressing issues which have arisen within the project promptly and successfully. It was also noted that approval has been given to seeking resource from the council's supplier network to progress the project. It was noted that this would provide dedicated resource to the project.

Members of the Committee agreed that the project should continue to be monitored and reported to Committee within the wider monitoring of the Council's PSN compliance, but that should the project not proceed to plan the committee will wish to monitor more closely.

**It is recommended by the working group** that the Committee approves the recommendations set out at paragraph 6 of the report.