STAFF REPORT

TO:	**Corporate Services Committee**
FROM:	Peter Darlington Information Services Manager
REFERENCE:	
DATE:	20 November 2007
SUBJECT:	Information Services Update Report

PURPOSE/REASON FOR REPORT

To update the Corporate Services Committee of Council on latest activity and projects in the Information Services Section.

COMMENT/DISCUSSION

1. Property File Scanning

From December 2007 we will be scanning our property files into electronic format and making them available on our network. The drivers for this project are;
- To minimise our risk of losing files
- To make all files available to all staff at any Council office
- To make improvements to key processes and functions
- Working towards Public Records Act compliance

We aim to have no disruption in service to our customers but will be enforcing the current policy of next business day viewing. We are currently communicating this change to customers to ensure they are aware of what is happening.

We are beginning the project with Richmond files and will move to the Service Centres after that. Electronic files will be available for viewing at Council Offices upon request.

2. Regional Broadband

The fibre rollout around the region continues.
- Motueka CBD loop is complete
- Nelson Port area connection is complete
- Marlborough completed to Picton (will be to Waikawa by Christmas)

Network Tasman are also looking at connecting the Hort Research station in Riwaka.

The Nelson Regional Peering Exchange is progressing as well. Nelson Electricity Ltd has been provisionally selected to house the connection. A Request for Information (RFI) to maintain the exchange will be released to vendors shortly. The RFI process is being handled by the Nelson Marlborough Inforegion and funded jointly by the Nelson and Marlborough EDAs.

3. Data Backup and Archiving

We are making improvements to how we backup and store data on the network. In future, older files and data will be held in a second tier of cheaper storage where it will be available but won't take up valuable space on our main network. This will help our strategy of minimising data loss on the network but will also extend the life of our expensive main server storage by freeing up space for our high priority files and data.

RECOMMENDATION

That the Information Services Update Report dated 20 November 2007 be received.

Peter Darlington
Information Services Manager