

# DUNDEE CITY COUNCIL

**REPORT TO:** Personnel and Management Services Committee - 10 March 2003

**REPORT ON:** Information Technology Division - Changes to Establishment

**REPORT BY:** Head of Information Technology and Director of Personnel and Management Services

**REPORT NO:** 174-2003

## 1 PURPOSE OF REPORT

- 1.1 To seek Committee approval for the proposed changes to the IT Division Staffing Structure.

## 2 RECOMMENDATIONS

It is recommended that the Committee approves:-

- 2.1 the establishment of one post of Information Security Team Leader, graded PO7-14 (£28,187 - £33,224);
- 2.2 the establishment of two posts of IT Officer (Implementation), graded AP3-PO10 (£16,673 - £30,323);
- 2.3 the deletion of one post of IT Team Leader (Support), graded PO7-14 (£28,187 - £33,224);
- 2.4 the deletion of two posts of IT Officer (Support), graded AP3- PO10 (£16,673 - £30,323).

## 3 FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications.

## 4 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 For the operation and maintenance of a wide range of IT equipment and support systems, consideration will be given in support of all service developments in line with the requirements of Local Agenda 21.

## 5 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 None.

## 6 BACKGROUND

6.1 At its meeting on 8 January 2001, the Personnel & Management Services Committee agreed report No. 610-2000, which recommended a new structure for the IT Division. This structure was implemented over the following three month period.

6.2 Two significant changes to the IT environment since that time require minor changes to the IT Division structure which can be accommodated without the need for additional staffing.

6.3 As the Council prepares for the delivery of E Government, the Council's entire IT resources are being opened up to citizen use. Whilst this will undoubtedly benefit the citizens of Dundee, it brings added risk of unauthorised use of the Council's IT resources. Like many other Councils, the IT Division has been determining the best way of managing this increased risk.

6.4 Following guidance from the Council's external auditors, a requirement for a senior IT professional dedicated to IT security has been identified. This post will have overall responsibility for the development, implementation and ongoing management of the Council's IT security policy. A post of Information Security Team Leader has been identified. An existing post of IT Team Leader (Support) will be deleted from the establishment. As both posts are graded the same, no additional financial implications will arise.

6.5 Report No. 610-2000 separated the responsibility for support and implementation of Education IT into two functional areas. With the continual upgrading and addition to schools IT infrastructure, the Head of IT has determined that combining the Education support and implementation staffing resources will lead to more effective overall support and management of Education IT and further enhance and promote effective use of IT in schools.

6.6 Two additional posts of IT Officer (Implementation) will be established and two existing posts of IT Officer (Support) will be deleted. As all posts are graded the same, no additional financial implications will arise.

6.7 Existing staff will be transferred into the new posts.

## 7 CONSULTATION

7.1 The Chief Executive, Director of Finance, Director of Support Services and the relevant trade unions have been consulted in the preparation of this report.

**8 BACKGROUND PAPERS**

- 8.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

D. White  
Head of Information Technology

24 February 2003

J.C. Petrie  
Director of Personnel and Management Services

24 February 2003