



FROM THE
 MINISTER OF STATE
 FOR INDUSTRY AND
 INFORMATION TECHNOLOGY
 DEPT OF INDUSTRY
 ASHDOWN HOUSE
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 LONDON SW1E 6RB

FROM THE
 MINISTER OF STATE FOR
 THE CIVIL SERVICE
 DEPARTMENT
 WHITEHALL
 LONDON SW1A 2AZ

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WR
19/10

The Rt Hon William Whitelaw CH MC MP
 Secretary of State for the
 Home Department
 50 Queen Anne's Gate
 LONDON SW1H 9AT

- 1 Mr Whitelaw *L. 16x*
- 2 Prime Minister *2*

*I will shortly be putting to you
 recommendations for the introduction
 of new technology in Correspondence
 Section here in Downing Street, based on
 an expert study.*

16 October 1981

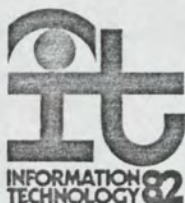
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16/10

Dear Willie,

INFORMATION TECHNOLOGY YEAR 1982: DEMONSTRATION PROJECTS

The Prime Minister has designated 1982 as Information Technology Year. The purpose of this is to highlight the whole range of business activities which will shape the office, the factory and the home of the future, with emphasis on increasing the competitive strength of British industry. Taken together these industries range from satellites to computer games. Britain is well placed in some of them but not in them all. They represent the fastest growing area of activity in the economy and unless we benefit to the full from their exploitation, our economy will remain sluggish and not generate the wealth needed to sustain our way of life.

A wide range of activities is being planned for next year. The climax of the programme will be a major conference on IT in December 1982 which the Prime Minister will open and which other Cabinet Ministers will be invited to attend. An essential part of the success of next year will be the Government's commitment and the whole-hearted participation of the public sectors. We are writing to you now to enlist your support and help to ensure that your Department, and



other parts of the public sector for which you have responsibility, take an active part.

To this end officials in our Departments and elsewhere have over the last few months been engaged in an exercise to identify suitable projects which demonstrate the effective use of IT. The exercise has revealed a large number of interesting projects both within the Civil Service and the public sector generally which could, with the cooperation of the appropriate Ministers, be publicised to increase public awareness, to demonstrate what can be done, and to encourage the wide use of IT.

Many of the projects for which we can usefully seek more publicity are existing applications: they also have the advantage that they are more likely to provide something to demonstrate sooner rather than later. Given that there is not a great deal of time before IT 82 begins, and that we need to be able to show IT working effectively and successfully, the main emphasis of our contribution will probably need to be on such applications. In addition, however, DI is developing a number of "Office of the Future" trials in various public sector locations, and, in cooperation with CCTA, in central Government. The CCTA itself also has, in cooperation with Departments, a developing programme of projects to test the impact of new office systems on Civil Service work. We hope that both these programmes will advance quickly and effectively during 1982 to make a further important contribution. We would be grateful if you would take a close personal interest in the plans being drawn up in your Department for publicising existing or planned applications as part of the IT 82 programme, and encourage as imaginative and effective contribution as possible. Our officials will be in touch with yours shortly for more detailed discussions.

Departmental contributions to IT 82 can take many forms. Possibilities are:

Participation in appropriate exhibitions and conferences;

Mounting 'open days';

Seeking opportunities for press publicity, articles and media coverage about existing or prospective uses of IT;

Bringing forward IT applications in Departments;



Assigning resources to new IT applications;

Mounting demonstration projects.

We would be grateful for any other suggestions you or your officials may have and our Departments would be happy to advise on implementing any of these ideas. The Department of Industry has some very limited funds for the support of exceptional projects for which funding is not wholly available from your own resources, but which you consider are sufficiently innovative and valuable to warrant funding from elsewhere.

We are also anxious that the opportunity of IT 82 should be used to stimulate interest and awareness in IT within the Civil Service and the public sector generally. The Civil Service College and the CCTA already organise many courses within the Civil Service and with outside organisations for this purpose, but they will be supplementing them with 40 one-day 'IT Awareness' Seminars aimed at executive staff which will be held in London and Regional Centres throughout the country. Your support for these seminars by making local facilities available and encouraging staff to attend would be greatly appreciated.

We should also be grateful if you could discuss with those parts of the public sector for which you have responsibility what action of a similar kind they can take and review with them suitable applications for wider publicity.

The official launch of IT 82 will be on 2 November, and the media is likely thereafter to begin to ask questions about the Government's contribution. Our Departments will be providing information about the various central initiatives, but you may find it helpful to ensure that your Department too can respond positively. Both for this purpose, and to provide a point of contact for our officials to discuss your departmental plans, it may be helpful if you could nominate somebody to be responsible for co-ordinating your contribution to IT 82.

We are copying this letter to the Prime Minister and to all Ministers in charge of Departments.

KENNETH BAKER

BARNEY HAYHOE



WR
2/11
LSD Pd

QUEEN ANNE'S GATE LONDON SW1H 9AT

31 OCT 1981

Thank you for your letter of 16th October, jointly with Barney Hayhoe, describing the activities planned for Information Technology Year 1982. The Home Office will help to make this initiative a success and I shall certainly take a personal interest in the developing programme. I should, however, make it clear that the resources we shall be able to contribute for activities which are not already part of our essential developments in information technology are severely limited.

Home Office Officials have already been involved with some of the preliminary planning in the Department of Industry and in the Central Computer and Telecommunications Agency. We shall, therefore, find it convenient to nominate two people to act as points of contact. They are: Mr. K. H. Dawson, an Assistant Secretary in our Police Technical Services Department, and Mr. A. Norbury, a Principal in our Management Services Division.

I am sending copies of this letter to the Prime Minister, to Ministers in charge of Departments, and to Barney Hayhoe.

London Street 5

c.c. Dr. Simpson
Mr. L. P. Wright
Mr. Shuffrey
Mr. Andrew
Mr. Hyde

Kenneth Baker Esq., M.P.



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