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STATE POLICY IN THE SPHERE OF INFORMATIZATION OF LOCAL GOVERNMENT AUTHORITIES

The article describes the implementation of the task of forming an information society in Ukraine, updates research in the field of systematization of the already obtained results of creating the main elements of electronic government. The article presents the main theoretical provisions of the formation of electronic government at the local level. An overview of the main problems of informatization of local government shall be made and measures for their elimination shall be proposed.

Keywords: local government, informatization, state policy in the field of informatization.

Problem statement. To accelerate the integration of Ukraine into the global information space, it is necessary to define and implement measures for the deep informatization of public authorities, local government authorities, the financial sector and monetary circulation, accounting, the transition to electronic document management, computerization of archives, statistical information, improving the relationship between state institutions and the population through electronic channels. An urgent task is to harmonize national legislation in relation to the legal norms adopted in the EU countries.

Analysis of recent research and publications. The information sphere as an extremely complex system of relations for the circulation of information in society and the state is the object of scientific research of domestic scientists M.Ya. Shvets,

R.A.Kalyuzhny, V.M. Brizhko, V.D. Gavlovsky, B.A.Kormich, Kushak N.V., Makarenko D.V., Orlov K.I., Pocheptsova G.G., Khakhanovsky V.G., Tsimbalyuk V.S., Furasheva V.M. and other. In their works, legal, organizational and technical problems of the development of the information sphere shall be analyzed. At the same time, the structural and functional aspects of the public administration of the information sphere in Ukraine require a separate study.

The purpose of the article is to study the essence and objective necessity of state policy in the field of informatization of administrative local governments.

Statement of basic materials. The development of the information society in Ukraine presupposes the purposeful coordinated activity of all state and local government authorities, the formation and implementation of the state policy for the development of the information society as an integral part of the state policy of sustainable development of Ukraine. The state policy for the development of any industry involves the definition of strategic goals or priorities, the setting of current tasks, the search for approaches and specific ways to solve them, and finally, the development of organizational, legal and economic mechanisms (tools) for implementing the policy. And the main thing today is how to learn how to use these mechanisms, fundamentally new, taking into account a huge number of economic parameters, a dynamically developing and already quite civilized market of information technologies, products and services, often not coinciding interests of citizens, public institutions and organizations, rapidly growing entrepreneurial structures and, finally, state authorities and administration, which bear the main responsibility for the fate of the country. At the same time, we must not forget that these mechanisms will have to be used in the conditions of growing legal awareness of citizens and the need for firm observance of their constitutional rights.

Electronic government is a way of organizing local government authorities through software and hardware and systems of local information networks, ensures openness and transparency of the functioning of the local governments, early and full access to information about the activities of the body, simple and accessible daily communication with local authorities

of citizens, business representatives and non-governmental organizations.

It is fair to approach e-government as an expression of a certain concept, rather a representation of the "future state" of the activities of local self-government bodies and a qualitatively new development of administrative entities based on the active development and application of new information technologies in the regional service, assistance to other infrastructure links in the production and provision of quality services in the region.

The period of formation and development of subjects by the local government authority shall be accompanied by a significant increase in information flows associated with the need to obtain and exchange reliable information in real time. In essence, the task of increasing efficiency shall be determined primarily by the possibilities of a qualitative analysis of the information received, subsequent preparation and decision-making, and also control over its implementation. In this connection, e-government shall be considered as a tool for the transition to a new quality of local government.

In a broad sense, electronic self-government should be understood as a network information and communication infrastructure of local self-government, based on the automation of the entire set of management and administrative processes on a territorial scale and serving the purpose of significantly increasing the efficiency of local government and reducing transaction costs for each subject of urban education.

Electronic government can be represented as levels in the hierarchy of e-government elements:

1) state electronic government (Government of Ukraine);

2) electronic department (state executive authorities of Ukraine);

3) regional electronic government (executive authorities in the regions of Ukraine);

4) city electronic government (city government authorities).

Implementation of the e-government model in local government will reduce the degree of information inequality, increase the transparency and controllability of local authorities by society, reduce the influence of the human factor in the activities of local

officials, and attract wide sections of the population of the territory to management.

To achieve the specified tasks and advantages of electronic government in the process of informatization of the activities of local government authorities, it is necessary to ensure the implementation of the following principles:

- providing electronic exchange of information with citizens (open regulatory framework, e-service portals, Internet receptions);;
- the principle of "one window" in the provision of public services using electronic exchange of information between citizens and departments and also between the departments themselves;
- refusal to use paper technology of document management (within the local governments themselves, as well as interdepartmental, between the levels of government);
- the usage of electronic technologies in the work of officials (databases, information and analytical programs, geographic information systems)

The architecture of e-government itself as a complex of organizational, technical and regulatory requirements that ensure the coordinated and interrelated development of state information systems can be represented by the following main elements

1) systems for ensuring remote access of citizens to information on the activities of state bodies and local self-government based on information and communication technologies (hereinafter - ICT);
2) systems for the provision of state and local services using modern ICT;
3) interdepartmental electronic document management system;
4) systems for planning and monitoring the activities of local self-government bodies;
5) regulatory legal framework for the creation of all levels of e-government;
6) systems of a unified infrastructure of services and data - a complex of nationwide systems, registers and classifiers;
7) supporting ICT systems and system support for internal processes of state bodies;

8) technological infrastructure and its support system;

9) the system of management and methodological support of the program for the formation of the "electronic state".

The use of Internet technologies in the implementation of electronic self-government can dramatically improve the quality, reliability and speed of information processing, provide online access to various databases, and make it possible to transform information into any documentary form for subsequent use or storage. The introduction of Internet technologies into the activities of local self-government bodies must go through a number of stages. According to the UN Office of Public Economics and Management and the American Society of Public Administration, there are five main stages of this process.

First stage - the emerging web presence (or placement of information) - associated with the exit of government agencies to electronic network structures. At this stage, government agencies have one or more sites that serve an informational role. These sites inform citizens about the composition of the government body, its divisions, officials, addresses, phone numbers, reception hours, etc. Pages of government bodies, as a rule, shall not be centrally maintained and shall not be combined into a portal. On the sites you can also find "feedback" in the form of information about the most frequently asked questions.

Second stage — advanced web presence (or feedback) - allows users to receive specialized and constantly updated information through a variety of government sites. Here you can get government publications, legal documents, news information. The number of government agencies on the network is increasing. Information about e-mail addresses, search services and posting comments appear. At the “feedback” stage, government sites contain the first elements of interactivity: sending questions and receiving responses from citizens via e-mail, access to sample certificates and forms.

Third stage — interactive web presence - characterized by the intensification of the interaction between citizens and government structures that provide public services. The national government site acts as a portal directly linking the user to ministries, agencies and departments. The interaction between citizens and service

providers allows network users to have direct access to information relevant to their needs and interests. The user can receive specialized data, upload various forms and forms, sign them over the network, participate in electronic meetings. Here systems of differentiation of access rights of authorization of users appear. The site should provide for the ability to carry out some operations online. For example, paying fines, ordering certificates, renewing licenses, etc.

Fourth stage — transactional web presence - includes the ability for the user to receive documents through the network and carry out transactions. Citizens can receive visas, passports, certificates, permits, and other transaction services. Registration of enterprises, registration of financial documents, legalization of foreign documents, etc. become possible through regional portals. These "interactive integrated services" involve the creation of unified portals for different departments and services. Government and regional portals include both service and Internet banking systems. Thus, it is possible to implement paid public services and also to pay taxes, fines, fees, etc. Such portals shall be more focused on the needs and priorities of citizens than on government functions and structures.

Fifth stage — fully integrated web presence - creation of an electronic system of public administration based on uniform standards, as well as a government portal as a single point of access to all services - both for citizens and for business. The boundaries between government agencies are very fluid, which allows us to speak of a new quality of organization of their activities.

Work on the creation of e-government shall be carried out in many cities of Ukraine. Summarizing the experience of the work done, the following general problems can be identified.

The indicated advantages of electronic self-government can be realized by ensuring the availability and maximum involvement of the population in information and communication technologies. The lack of interest of local authorities in the use of Internet technologies in their activities is due to the low degree of penetration of the World Wide Web in small towns and

rural settlements.

Thus, the key issue is to ensure a high level of accessibility of information and technologies for the population. The solution to the problem of digital inequality can be provided by a set of measures, including:

- creation of infrastructure for broadband Internet access throughout the country, including through the mechanism of public-private partnership;
- increasing the availability of modern services in the field of information and telecommunication technologies for the population and organizations;
- the formation of a single information space, including for the tasks of ensuring national security;
- modernization of the TV and radio broadcasting system, expansion of the zone of confident reception of Ukrainian TV and radio programs;
- creation of a system of public centers of public access to state information resources.

The general problems of the implementation of this process include both insufficient funding and ineffective use of funds allocated for informatization projects. The allocated funds are spent primarily on the creation of an information infrastructure, that is, on the purchase of computers, system software and the organization of communication channels. The general problems of the implementation of this process include both insufficient funding and ineffective use of funds allocated for informatization projects. The allocated funds shall be spent primarily on the creation of an information infrastructure, that is, on the purchase of computers, system software and the organization of communication channels.

Many large regions have their own concepts of informatization, within the framework of which they are developing and implementing projects to create their own information systems. At the same time, there are areas of activity of administrations that are legally regulated and therefore can be automated and replicated to all regional entities. In this connection, at the state level, the task of inventorying completed projects and existing systems by the expert community, as well as creating a bank of "model" information systems,

is urgent. As a result, it is possible to obtain a line of information products, each of which solves some specific problem of e-government, and IT specialists of local governments could assemble the required configuration corresponding to the scale and needs of this education.

Electronic self-government involves the use of such an approach to the implementation of the internal operational activities of administrations of entities as "paperless" technologies, providing for the creation of electronic systems for the circulation of documents and the exchange of related information, as well as the interaction of "paper" and "paperless" systems among themselves for the gradual release from internal " paper technologies ". To implement the transition to "paperless technologies" of document flow, it is necessary to solve the following tasks:

- train all employees of local government authorities to work with modern computer systems and software products;
- provide reliable information protection;
- ensure the legal value of an electronic document.

In this context, an electronic digital signature acquires particular importance, as it ensures the reliability of information in information systems. Thus, it becomes possible to use, instead of a paper document, its electronic counterpart in the case when the electronic document is an electronic duplicate or an electronic copy of a paper document.

The next implementation problem is the monopolization of information resources, since self-government bodies are not the full owner of information about their own territorial resources, and are only a participant in certain regulations for approvals, where the main permitting function shall be performed by territorial bodies of state departments. Thus, it is advisable at the legislative level to authorize interdepartmental electronic information exchange, in which both local authorities and other organizations participating in the "one window" systems will be equal participants.

The existing state information systems were formed by separate state authorities in the absence of a unified regulatory legal and regulatory technical base. The

information contained in them is not available to other government bodies for operational use, which in practice leads to significant time delays in the interdepartmental exchange of information, multiple collection and duplication of information in different systems. At the same time, some of the information is not promptly updated, which leads to the inconsistency of the data contained in state information systems.

The use of undocumented data formats, exchange protocols, and other closed information technologies, the lack of uniform classifiers, reference books and data schemes limit the use of automated tools for searching and analytical processing of information contained in various systems, and complicate the access of citizens and organizations to state information systems. This reduces the efficiency of preparation of management decisions, the compatibility of information systems, which negatively affects the quality of public services provided to citizens and organizations.

The use of closed technologies in the activities of public authorities, the lack of a unified state policy, reliance on the ideology of open information systems (open standards) leads to an increase in the technological dependence of departments on suppliers of information and communication technologies, reduces the economic efficiency of the creation and development of information systems, violates the rights of citizens and organizations on equal access to government information systems.

At present, when the development of information technologies becomes a priority of the state's economic policy, the analytical support of this process is becoming more important. There is an obvious need to deepen the analysis of the results of the implementation of measures to form e-government with an emphasis on research at the local level. At the same time, only an analysis on an ongoing basis of what is happening in reality in the regions, what are the basic prerequisites for the development of a particular direction in a particular region, will make it possible to carry out a really effective state policy in the field of sector development both at the state and regional levels.

Conclusions. One of the main tasks of electronic self-government, as well as of the local self-government body itself, is to ensure comfortable and safe living conditions for the population on the territory of the local self-government body and also to ensure employment and

appropriate remuneration. Comfortable living conditions - an appropriate level of housing and communal services, the provision of food and food products through the development of trade in the area, medical support and affordable education.

Thus, the implementation of the concept of electronic self-government should be accompanied by the improvement of the legal, organizational and financial conditions necessary to solve these problems, which impede the more intensive implementation of information and communication technologies in local government.

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