

INFORMATION SYSTEMS SUB (FINANCE) COMMITTEE

Tuesday, 21 January 2014

Minutes of the meeting of the Information Systems Sub (Finance) Committee
held at Guildhall at 11.30am

Present

Members:

Roger Chadwick (Chairman)	Dhruv Patel
Jeremy Mayhew (Deputy Chairman)	Graham Packham
Randall Anderson	Chris Punter
Deputy John Chapman	Tom Sleigh
Hugh Morris	Graeme Smith
Sylvia Moys	

In Attendance

Agilisys:

Pearl Roberts
Charles Mindenhall

Officers:

Susan Attard	- Deputy Town Clerk
Chris Bilsland	- Chamberlain
Graham Bell	- Chief Information Officer
Chris Anderson	- Chamberlain's Department
Ellen Murphy	- Chamberlain's Department

1. APOLOGIES

Apologies were received from Nigel Challis, Andrew McMurtrie, and Deputy John Tomlinson

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

3. MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the public minutes and non-public summary of the meeting held on 22 October 2013 be approved.

Matters arising

Officers would contact members in order to arrange a visit to other Agilisys sites and circulate dates for the Reference Sub Group meetings.

4. **PUBLIC SERVICES NETWORK**

The Sub Committee received a verbal update from the Chief Technology Officer. Members noted that the Town Clerk had been advised of the re-accreditation status and the current certificate was valid until June 2014. Officers will review whether an extension should be requested. The Chief Technology Officer commended the staff who had supported this work at short notice.

Whilst members felt that the cost to achieve compliance was unfortunate, they were pleased to note that the City was compliant. Officers confirmed that other local authorities were gradually becoming compliant. In response to a question about receiving emails on mobile devices, officers explained that there had been different interpretations of the regulations; a decision would be taken on the City of London's circumstances; i.e. the level of PSN use. The Chief Technology Officer agreed to provide a full breakdown of staff numbers connected, on request.

5. **MODERN.GOV**

The Sub Committee received a verbal update from the VIP Support Lead. Whilst members noted the positive aspects of modern.gov in respect of producing agenda packs, minutes and managing the Committee calendar, they were disappointed about its lack of ability to export documents. Members asked for an urgent update as to when this might be available. The Deputy Town Clerk reminded Members that this facility was in a very early development stage when the City purchased the software and officers had been pushing for its implementation. Officers also advised that, once the new training room was available, they would be able to offer 1-1 support to Members. Members were generally very happy with pdf expert and felt that it would be wasteful to move to an alternate product which required them to set up new filing systems.

6. **IS STRATEGY - IMPLEMENTATION UPDATE**

The Sub Committee received a report of the Chief Information Officer, providing a summary of each of the four key programmes of the IS Strategy. As part of this item, Members also received a presentation and verbal update on the Oracle ERP Project.

- During the discussion, the following matters were raised:
- Officers were looking at virtual private networks and Outlook Anywhere, given the limitations on Citrix.
- Members commended the work to date on the Oracle ERP Project. The Chamberlain chaired this group and reminded Members that its replacement was essential for maintaining the integrity of all City of London financial systems.
- Oracle Business Intelligence's capability to access non-oracle data. Officers would continue to explore the possibilities within Sharepoint Business Intelligence. Whilst noting some limitations on Sharepoint, officers advised that it was particularly effective on team sites.

- The IT employment market was currently experiencing high demand for change professionals. Members encouraged creativity in recruitment and retention packages, to reduce reliance on contractors.

7. IS SOURCING REVIEW - CLOSURE

The Sub Committee received a report of the Chamberlain, which sought to close the above project. As part of this item, Members received a verbal update from Agilisys on how the transition was progressing.

During the discussion, the following matters were raised:

- Members noted that all transferring staff had been inducted. Employee surveys had been conducted, with the outcomes expected at the end of February. A small team were operating at Barking and all staff would be given career development opportunities.
- The new service management tool would be live at the end of January; this would track and monitor all calls to the service desks. FastPass (on-line password re-setting) would soon be live – reducing calls to the IS Service Desk.
- The apprenticeship scheme was being developed with the City and would include a unique offer for digital marketing.
- Members asked for a copy of the slides.

8. PROJECT PROPOSAL - REPLACEMENT OF LOCAL AREA NETWORK

The Sub Committee considered a report of the Chamberlain, which sought to review the design of the City's LAN infrastructure and proposed a replacement of LAN hardware and software.

RESOLVED, that:

The project be presented to the Corporate Projects Board.

9. PROJECT PROPOSAL - REPLACEMENT WIFI INFRASTRUCTURE

The Sub Committee considered a report of the Chamberlain, which sought to identify the business requirements for a replacement of the corporate WiFi infrastructure.

RESOLVED, that:

The project be presented to the Corporate Projects Board.

10. PROGRESS REPORT ON KEY PROJECTS

The Sub Committee received a report of the Chamberlain, which summarised progress on current projects and pipeline projects. Members asked for the direction of arrows to be corrected on the next report (in the table under paragraph 3) and for the terminology to be consistent.

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

13. **EXCLUSION OF THE PUBLIC**

RESOLVED - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

Item No.

15 - 17

Paragraph(s) in Schedule 12A

3

14. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**

RESOLVED: That the non-public minutes of the meeting held on 22 October 2013 be approved as an accurate record.

15. **CRITIQUE OF THE CITY OF LONDON'S ICT INFRASTRUCTURE**

The Sub Committee considered a report of the City Surveyor, which sought to provide members with an overview of the City's existing wired and wireless ICT infrastructure and its effectiveness in supporting the day-to-day activities of businesses, SMEs, workers, visitors and residents.

16. **DELIVERY OF FUTURE CITY OF LONDON POLICE IT SERVICE PROVISION**

The Sub Committee considered a report of the Director of Corporate Services, City of London Police.

17. **MICROSOFT ENTERPRISE AGREEMENT (EA) RENEWAL 2014**

The Sub Committee received a report of the Chamberlain, which sought to review the Microsoft EA renewal options.

RESOLVED, that:

The project be presented to the Corporate Projects Board

18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no non-public questions.

19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other non-public business.

The meeting ended at 1.05pm

Chairman

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