



## Digital Services Sub (Finance) Committee

**Date:** THURSDAY, 30 MAY 2019  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOMS - WEST WING, GUILDHALL

**Members:** Deputy Jamie Ingham Clark (Chairman)  
Randall Anderson (Deputy Chairman)  
Deputy Keith Bottomley  
John Chapman  
Tim Levene  
Jeremy Mayhew  
Sylvia Moys  
Alderman Sir Andrew Parmley  
James Tumbridge  
Rehana Ameer  
Deputy Hugh Morris

**Full Committee Membership is to be confirmed at the Finance Committee on 21 May 2019.**

**Enquiries:** Rofikul Islam  
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**Lunch will be served in the Guildhall Club at 1pm.  
N.B. Part of this meeting could be the subject of audio or video recording.**

**John Barradell  
Town Clerk and Chief Executive**

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES OF THE PREVIOUS MEETING**  
To agree the public minutes and non-public summary of the meeting held on 5 April 2019.  
**For Decision**  
(Pages 1 - 8)
4. **OUTSTANDING ACTIONS**  
Joint report of the Town Clerk and Chamberlain.  
**For Information**  
(Pages 9 - 10)
5. **FORWARD PLAN**  
Report of the Chamberlain.  
**For Decision**  
(Pages 11 - 12)
6. **PRESENTATION FROM THE OPEN SPACES ON THEIR DIGITAL JOURNEY**  
Director of the Open Spaces to be heard  
**For Information**
7. **CHANGE AND ENGAGEMENT UPDATE**  
Report of the Chamberlain.  
**For Information**  
(Pages 13 - 16)
8. **CITY OF LONDON CORPORATION INFORMATION MANAGEMENT EXECUTIVE SUMMARY**  
Report of the Chamberlain.  
**For Information**  
(Pages 17 - 28)
9. **IT DIVISION - IT SERVICE DELIVERY SUMMARY**  
Report of the Chamberlain.  
**For Information**  
(Pages 29 - 34)
10. **IT DIVISION RISK UPDATE**  
Report of the Chamberlain.  
**For Information**  
(Pages 35 - 40)

11. **IT DIVISION - IT DISASTER RECOVERY SUMMARY**  
Report of the Chamberlain.  
**For Information**  
(Pages 41 - 44)
12. **CR 16 INFORMATION SECURITY RISK**  
Report of the Chamberlain.  
**For Decision**  
(Pages 45 - 92)
13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
15. **EXCLUSION OF THE PUBLIC**  
MOTION - 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 Schedule 12A of the Local Government Act.

**For Decision**

**Part 2 - Non-Public Agenda**

16. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**  
To agree the non-public minutes of the meeting held on 5 April 2019.  
**For Decision**  
(Pages 93 - 96)
17. **OUTSTANDING ACTIONS**  
Joint report of the Town Clerk and Chamberlain.  
**For Information**  
(Pages 97 - 98)
18. **POLICING PROGRAMMES - UPDATE REPORT**  
Joint report of the Chamberlain and the Commissioner of City of London Police.  
**For Information**  
(Pages 99 - 106)
19. **2020 SOURCING PROJECT UPDATES**  
Report of the Chamberlain.  
**For Decision**  
(Pages 107 - 122)
- a) 2020 IT Services Programme - Preparation of Tender (Pages 123 - 136)  
Report of the Chamberlain.

20. **BLUE PAPER WEBSITE INCIDENT**

Report of the Chamberlain.

**For Discussion**

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

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