



## Digital Services Sub (Finance) Committee

**Date:** TUESDAY, 8 OCTOBER 2019  
**Time:** 11.00 am  
**Venue:** COMMITTEE ROOM 1 - 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Randall Anderson (Chairman)  
Deputy Jamie Ingham Clark (Deputy Chairman)  
Deputy Keith Bottomley  
Tim Levene  
Jeremy Mayhew  
Rehana Ameer  
Deputy Hugh Morris  
Deputy Roger Chadwick  
Benjamin Murphy  
John Chapman  
Sylvia Moys  
Barbara Newman  
James Tumbridge

**Enquiries:** Rofikul Islam  
Rofikul.islam@cityoflondon.gov.uk

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. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
2. **APOLOGIES**
3. **MINUTES OF THE PREVIOUS MEETING**  
To agree the public minutes and non-public summary of the meeting held on 5 July 2019.  
**For Decision**  
(Pages 1 - 8)
4. **FORWARD PLAN**  
Report of the Chamberlain.  
**For Information**  
(Pages 9 - 10)
5. **DESIGN, BUILD, SUPPORT AND HOSTING FOR NEW WEBSITE**  
Report of the Town Clerk.  
**For Information**  
(Pages 11 - 12)
6. **GENERAL DATA PROTECTION REGULATION (GDPR/DATA PROTECTION ACT 2018 - DPA)**  
Report of the Comptroller & City Solicitor.  
**For Information**  
(Pages 13 - 18)
7. **CUSTOMER RELATIONSHIP MANAGEMENT - UPDATE**  
Report of the Chamberlain.  
**For Information**  
(Pages 19 - 22)
8. **IT DIVISION - IT SERVICE DELIVERY SUMMARY**  
Report of the Chamberlain.  
**For Information**  
(Pages 23 - 28)
9. **IT DIVISION RISK UPDATE**  
Report of the Chamberlain  
**For Information**  
(Pages 29 - 36)

10. **IMPLEMENTING THE APPLICATION MANAGEMENT STRATEGY - THE APPLICATION ROAD MAP**  
Report of the Chamberlain.  
**For Information**  
(Pages 37 - 44)
11. **SMART WORKING AND ACCOMMODATION - PRESENTATION**  
The City Surveyor to be heard.  
**For Information**  
(Pages 45 - 58)
12. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
14. **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**

15. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**  
To agree the non-public minutes of the meeting held on 5 July 2019.  
**For Decision**  
(Pages 59 - 62)
16. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**  
Joint report of the Town Clerk and Chamberlain.  
**For Information**  
(Pages 63 - 64)
17. **GUILDHALL WORKPLACE UTILISATION PROGRAMME - SMART WORKING UPDATE REPORT**  
Report of the City Surveyor.  
**For Information**  
(Pages 65 - 70)
18. **CR 16 INFORMATION SECURITY RISK**  
Report of the Chamberlain.  
**For Information**  
(Pages 71 - 96)

19. **POLICE IT UPDATE REPORT**  
Joint report of the Chamberlain and the Commissioner of the City of London Police.  

**For Information**  
(Pages 97 - 102)
20. **NATIONAL ENABLING PROGRAMME DEEP DIVE PRESENTATION**  
Director of IT to be heard  

**For Information**  
(Pages 103 - 122)
21. **2020 SOURCING PROGRAMME**  
Assistant IT Director to be heard.  

**For Information**
22. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE  
SUB COMMITTEE**
23. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND  
WHICH THE SUB COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE  
PUBLIC ARE EXCLUDED**