

**DIGITAL SERVICES SUB (FINANCE) COMMITTEE**

**TUESDAY, 8 OCTOBER 2019**

# **NOT FOR PUBLICATION**

By virtue of paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972.

- 1. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
- 2. APOLOGIES**
- 3. MINUTES OF THE PREVIOUS MEETING**
- 4. FORWARD PLAN**
- 5. DESIGN, BUILD, SUPPORT AND HOSTING FOR NEW WEBSITE**
- 6. GENERAL DATA PROTECTION REGULATION (GDPR/DATA PROTECTION ACT 2018 - DPA)**
- 7. CUSTOMER RELATIONSHIP MANAGEMENT - UPDATE**
- 8. IT DIVISION - IT SERVICE DELIVERY SUMMARY**
- 9. IT DIVISION RISK UPDATE**
- 10. IMPLEMENTING THE APPLICATION MANAGEMENT STRATEGY - THE APPLICATION ROAD MAP**
- 11. SMART WORKING AND ACCOMMODATION - PRESENTATION**
- 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**

**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.

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

The Committee approved the non-public minutes of the meeting held on Friday, 5 July 2019

a) **HR Integrated Time Management and e-Expenses G5 Issues Report**

The Committee received the report of the Commissioner of the City of London Police on the HR Integrated Time Management and e-Expenses.

A Member asked if the paper went through the required governance and if the appropriate budget Committee had approved the paper. Members raised concerns that the paper did not go through the appropriate officer governance cycle. A Member asked for the need for approval from the Chamberlain before such papers appearing in front of Committees. A Member also asked if the project was dependent on the Corporation moving to Oracle 12.2, a move that was not currently planned.

There was a discussion on having the paper revised and seen again at the next seating of the Committee. The Committee did not take a decision on the paper.

**RESOLVED** – That the Committee notes the report.

16. **OUTSTANDING ACTIONS FROM NON-PUBLIC MINUTES OF PREVIOUS MEETINGS**

The Committee received a joint report of the Town Clerk and the Chamberlain which provided updates of non-public outstanding actions from previous meetings. The report also provided information on the Committee's proposed work plan for forthcoming meetings

**RESOLVED** – That the Committee notes the report

17. **GUILDHALL WORKPLACE UTILISATION PROGRAMME - SMART WORKING UPDATE REPORT**

The Committee received the report of The City Surveyor on the Guildhall Workplace Utilisation Programme – Smart Working Update Report.

The Committee were informed that the propose the smart working deliverable outcomes.

**Resolved that** - Members;

- note the contents of this report.
- await until the outcome and the impact of the Fundamental Review on the wider (Strategic Smart Working) project becomes clear.
- consider and comment on the Design Principles and Smart Working deliverable outcomes and measures to support the Smart Working programme, set out in Appendix 1, noting that the financial implications of these items has yet to be quantified; and
- agree that the City Surveyor will report back to Members once the Fundamental Review has been completed to advise how the project is to be progressed. This will include the full financial implications of the project.

**18. CR 16 INFORMATION SECURITY RISK**

The Committee received the report of the Commissioner of the City of London Police on the CR 16 Information Security Risk. The report looks at the next cycle of updates on the landscape of the threats faced by the City of London. The committee noted that future reports would need to consider actions once the current workstreams were mature.

**RESOLVED** – That the Committee note the content of this report.

**19. POLICE IT UPDATE REPORT**

The Committee received the joint report of the Chamberlain and the Commissioner of the City of London Police on the Police IT – Update Report.

The Committee were informed that the rollout of the Forensic e-Discovery tool is anticipated soon. IT services from the City of London have worked closely with the National Crime Agency, who provided the localised service for the tool.

Additionally, there is an ongoing dialogue with the Home Office in order to develop the tool further and source funding for the development of the tool.

**RESOLVED** – That the Committee note the content of this report.

**20. NATIONAL ENABLING PROGRAMME DEEP DIVE PRESENTATION**

The Committee received a verbal update from the Head of IT on the National Enabling Programme Deep Dive Presentation. The National Enabling Programme is working with the Police to provide better IT services in a secure environment.

The City of London Police is tasked with the modernisation of its IT Services and providing better ways of working.

*At this point, the Chairman asked for an extension of the meeting time in accordance with Standing Order 40. Members agreed to extend the meeting, as per the request of the Chairman.*

The Committee was informed of the challenges the IT services face in terms of the structure of the functionality and the implementation of its methodology. A detailed report will come to a future meeting.

**RESOLVED** – That the Committee note the content of the verbal update.

21. **2020 SOURCING PROGRAMME**

The item was deferred to the next seating of the Committee.

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**

**The meeting ended at 1.10 pm**

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Chairman

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