



## Information Systems Sub Committee of the Finance Committee

**Date:** THURSDAY, 17 MAY 2012

**Time:** 11.30am

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:** Roger Chadwick (Chairman)  
Ray Catt (Deputy Chairman)  
Nigel Challis  
Deputy Pauline Halliday  
Jeremy Mayhew  
Matthew Richardson  
John Tomlinson

*A further 5 appointments will be made at the next meeting of the Finance Committee on 29 May 2012 after seeking expressions of interest from the Court of Common Council.*

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**Lunch for Members will be served in the Guildhall Club at the rising of the meeting.**

**Chris Duffield  
Town Clerk and Chief Executive**

# AGENDA

## Part 1 – Public Agenda

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS**
3. **MINUTES OF THE PREVIOUS MEETING**  
To agree the public minutes and non-public summary of the meeting held on 17 January 2012.  

**For Decision**  
(Pages 1 - 6)
4. **UPDATE ON IMPLEMENTATION OF COMMITTEE MANAGEMENT SOFTWARE (MODERN.GOV)**  
Report of the Town Clerk.  

**For Information**
5. **VERBAL REPORT OF THE CHIEF INFORMATION OFFICER**  

**For Information**
6. **SHAREPOINT OVERVIEW PRESENTATION**  
Presentation of the Chamberlain.  

**For Information**  
(Pages 7 - 34)
7. **MEMBERS' EQUIPMENT REFRESH - UPDATE**  
Report of the Chamberlain.  

**For Information**  
(Pages 35 - 40)
8. **PROGRESS REPORT ON KEY PROJECTS**  
Report of the Chamberlain.  

**For Information**  
(Pages 41 - 48)
9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
11. **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 the Schedule 12A of the Local Government Act.

Item No.	Paragraph(s) in Schedule 12A
12 - 13	3
14 - 15	-

## **Part 2 – Non-Public Agenda**

12. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**  
To agree the non-public minutes of the meeting held on 17 January 2012.  
  

**For Decision**  
(Pages 49 - 50)
  
13. **PP2P ICT CATEGORY BOARD REPORT ON PROGRESS AND PLANS**  
Report of the Chamberlain.  
  

**For Information**  
(Pages 51 - 56)
  
14. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
  
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**