INFORMATION SYSTEMS SUB (FINANCE) COMMITTEE

Tuesday, 19 February 2013

Minutes of the meeting of the Information Systems Sub (Finance) Committee held at Guildhall, EC2 on Tuesday, 19 February 2013 at 11.30am

Present

Members:
Roger Chadwick (Chairman)
Ray Catt (Deputy Chairman)
Deputy Douglas Barrow
Nigel Challis
John Chapman
Deputy Pauline Halliday
Jeremy Mayhew
Sylvia Moys
John Tomlinson

Officers:

Susan Attard	-	Deputy Town Clerk
Claire Sherer	-	Town Clerk's Department
Chris Bilsland	-	Chamberlain
Graham Bell	-	Chief Information Officer
Liz Constance	-	Chamberlain's Department

Part 1 - Public Agenda

1. **APOLOGIES**
   Apologies were received from Hugh Morris.

2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ANY ITEMS ON THIS AGENDA**
   There were no declarations.

3. **MINUTES OF THE PREVIOUS MEETING**

   RESOLVED: That the minutes of the meeting held on 05 November 2012 be approved as an accurate record.

4. **IS STRATEGY 2013 - 2018**
   The Committee considered a report setting out the developing IS Strategy which had been endorsed by Senior Officers at the IS Strategy Board in January 2013, with further consultation across departments to be completed prior to finalising the strategy by May 2013.

Members broadly endorsed the consultation document at Appendix 4, although they were keen to better understand the essential and aspirational elements along with more detailed projections of what expenditure might be needed for delivering each element within the strategy.

Members noted that the strategy did not take into account better ways of managing and scheduling events across Guildhall, Mansion House and other parts of the City Corporation. It was noted that other Committees had raised this issue over recent months and the Efficiency & Performance Sub (Finance) Committee were monitoring progress.

One Member requested that Officers pay particular attention to recent media reports suggesting that there may be security weaknesses when using 'cloud' computing.

Officers noted a few typos and areas that needed some rewording before final publication.

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5. **PROGRESS REPORT ON KEY PROJECTS**
Members considered a report summarising progress made on the delivery of key IS projects and projects which were considered to be the most critical for the Sub Committee to monitor.

The Deputy Town Clerk informed Members that the workflow issues relating to the City Corporation's website and the 'transactional' upgrade had now been successfully completed but remained at 'amber' due to the delay in delivering the project. Members noted the update but requested that future updates made it clearer how the 'RAG' status and 'direction of travel' were being applied.

The Sub Committee then had a wider discussion about project management issues and the Chief Information Officer assured Members that any historic weaknesses were being addressed. It was agreed that a report would be submitted to the next Sub Committee meeting which identified some of the historic issues and what is now being done to improve the management of IS projects.

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6. **MEMBERS' TECHNOLOGY FUND**
The Sub Committee considered a report proposing that a Members' Technology Fund be created to ensure that sufficient resources are available to provide Members with modern, innovative information technology equipment that will support them in the efficient execution of their duties.

Members endorsed the fund but were keen to receive a cost benefit analysis of the introduction of iPads particularly on whether printing costs had been reduced. The Chamberlain noted that this issue would be reviewed after the Common Council elections taking place on 21 March 2013.

The Chairman referred to earlier discussions of the Sub Committee where Members had been encouraged to opt out of receiving hard copy papers and a number of Members expressed willingness to only receive electronic papers for future meetings.

RESOLVED: That a Members' Technology Fund of £125,000 per annum be created which will be part funded by £55,000 per annum from the IS Division's local risk budget.

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.

8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There was no other business.

9. **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.	Paragraph(s) in Schedule 12A
11	3
12	3

Part 2 - Non-Public Agenda

10. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no non-public questions.

11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
Members considered a report on the IS Review Phase 3 (Sourcing Options) – Outcome of Pre-Qualification Questionnaire Evaluation.

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Part 3 - Confidential Agenda

12. **IS DIVISION**
The Committee considered a confidential report on the IS Division.

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The meeting ended at 12.45pm

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Chairman

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