INFORMATION SYSTEMS SUB (FINANCE) COMMITTEE

Tuesday, 9 December 2014

Minutes of the meeting of the Information Systems Sub (Finance) Committee held at the Guildhall EC2 at 11.30 am

Present

Members:

Jeremy Mayhew (Deputy Chairman)	Sylvia Moys
Randall Anderson	Graham Packham
Nigel Challis	Dhruv Patel
Hugh Morris	Deputy John Tomlinson

Officers:

Saimah Tahir	Town Clerk's Department
Susan Attard	Deputy Town Clerk
Peter Kane	Chamberlain's Department
Gary Griffin	Chamberlain's Department
Simon Purser	Chamberlain's Department

1. **APOLOGIES**
   Apologies were received from Roger Chadwick, Jamie Ingham Clark, Alderman Peter Estlin and Chris Punter.

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
   Jeremy Mayhew declared a non-pecuniary interest under item 6.

3. **MINUTES OF THE PREVIOUS MEETINGS**

   RESOLVED: That the public minutes and non-public summary of the meetings held on the 23rd September and 21st October 2014 be approved as an accurate record subject to typographical corrections.

4. **HEAD OF IT UPDATE**
   The Sub-Committee received a report of the Chamberlain which provided Members with an update on the Managed IS Service Contract, Capacity Management and the Public Service Network (PSN) accreditation with the Police.

   Managed Service Contract
   Members noted that there was a slight increase in Priority 1 and Priority 2 issues. The Information System department and Agilisys had been working together to rectify the problem and had found that data transferred to Agilisys's system were not encountering the same issues.

Capacity Management Storage

Members noted that the City of London Corporation had to reduce the storage they used by 18% over the duration of the contract with Agilisys. Training would be provided to help users determine which files needed to be kept and thereby reduce storage space.

Members questioned whether online storage options would be a good alternative to Agilisys's storage options and asked Officers to prepare a proposals and options report on capacity Management Storage.

Public Service Network (PSN)

Members were informed that in line with Public Service Network requirements, Agilisys would be conducting a Health Check for systems across the City of London Corporation. This would highlight the areas that needed to be addressed to ensure accreditation.

Members requested that future reports contained more detail that was relevant to the Sub-Committee.

RESOLVED – That the report be noted.

5. **CHIEF INFORMATION OFFICER UPDATE**
   This item was deferred.

6. **PROGRESS REPORT ON STRATEGIC PROGRAMMES AND ALL IS PROJECTS**
   The Sub-Committee received a report of the Chamberlain which provided an update on the IS Project Portfolio and the key issues and risks.

   The Application Development Lead informed Members that the entire portfolio had decreased from 59 to 52 projects. Oracle, E-Invitations and Infrastructure as a Service (IaaS) remained red rated with Information Technology Infrastructure Library (ITAL) being rated as amber.

   Members questioned whether the Sub-Committee would have an overview on the National Fraud Initiative Bureau system due to their combined expertise on IS matters. Officers explained that that this was already under the jurisdiction of the Police Committee and overseen by the Chief Officers' Summit Committee.

   RESOLVED – That the report be noted.

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
9-15	3

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

    RESOLVED: That the non-public minutes of the meetings held on 23rd September and 21st October 2014 be approved as an accurate record.

11. **ACTIONS FROM INFORMATION SYSTEMS SUB COMMITTEE**
    The Sub-Committee received a report of the Chamberlain regarding actions arising from Information System Sub list.

    RESOLVED – That the report be noted.

12. **INFORMATION SYSTEMS - QUARTERLY UPDATE**
    The Sub-Committee received a report of the Chamberlain regarding the status of the IS Division.

    RESOLVED – That the report be noted.

13. **INFORMATION SYSTEM RISK REGISTER**
    A report of the Chamberlain updating Members on the risks included in the Information System Risk Register.

    RESOLVED – That the report be noted.

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

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
    There was no urgent items.

The meeting closed at 12.55 pm

Chairman

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