



Digital Services Sub (Finance) Committee

Date: FRIDAY, 20 MARCH 2020
Time: 11.00 am
Venue: COMMITTEE ROOMS - WEST WING, GUILDHALL

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

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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. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES OF THE PREVIOUS MEETING**
To consider and approve the public minutes and summary of the meeting held Friday, 24 January 2020.

For Decision
(Pages 1 - 6)
4. **FORWARD PLAN**
Report of the Chamberlain.

For Information
(Pages 7 - 8)
5. **DIGITAL JOURNEY OF THE DEPARTMENT OF THE BUILT ENVIRONMENT**
Presentation of the Director of Department of the Built Environment.

For Information
6. **ANNUAL REVIEW OF THE DIGITAL SERVICES SUB COMMITTEE'S TERMS OF REFERENCE**
Report of Town Clerk.

For Decision
(Pages 9 - 12)
7. **HR ORIGINS UPDATE - TO FOLLOW**
Report of the Commissioner of the City of London Police.

For Information
8. **GENERAL DATA PROTECTION REGULATION (GDPR/DATA PROTECTION ACT 2018 (DPA))**
Report of the Comptroller & City Solicitor.

For Information
(Pages 13 - 34)
9. **HR HELPDESK SOFTWARE**
Joint report of the Chamberlain and the Director of HR.

For Information
(Pages 35 - 38)
10. **DIGITAL UPDATE**
Report of the Chamberlain.

For Information
(Pages 39 - 42)

11. **INFRASTRUCTURE - CAR PARK CHARGES AT FARTHING DOWNS, RIDDLESDOWN AND BURNHAM BEECHES**
Report of the Director of Open Spaces.
For Information
(Pages 43 - 48)
12. **TECHNOLOGY PROCUREMENT POLICY**
Report of the Chamberlain.
For Decision
(Pages 49 - 56)
13. **2020 IT MANAGED SERVICES UPDATE**
Report of the Chamberlain.
For Information
(Pages 57 - 62)
14. **IT DIVISION - IT SERVICE DELIVERY SUMMARY**
Report of the Chamberlain.
For Information
(Pages 63 - 72)
15. **IT DIVISION RISK UPDATE**
Report of the Chamberlain.
For Information
(Pages 73 - 80)
16. **IT SECURITY REPORT CR16 (PUBLIC APPENDICES 1,2 AND 3) - TO FOLLOW**
Report of the Commissioner of the City of London Police.
To read in conjunction with item 22.
For Information
17. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
19. **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

20. **NON-PUBLIC MINUTES OF THE PREVIOUS MEETING**
To consider and approve the non public minutes and summary of the meeting held Friday, 24 January 2020.
For Decision
(Pages 81 - 84)

21. **OUTSTANDING ACTIONS**
Joint report of the Town Clerk and the Chamberlain.
For Information
(Pages 85 - 86)
22. **IT SECURITY REPORT CR16 (NON PUBLIC APPENDICES 4,5 AND 6) - TO FOLLOW**
Report of the Commissioner of the City of London Police.
To read in conjunction with item 16.
For Information
23. **SECURITY PROJECT MAP - TO FOLLOW**
For Decision
24. **ORACLE PROPERTY MANAGER (OPN) REPLACEMENT**
Report of the City Surveyor.
For Decision
(Pages 87 - 98)
25. **IT CAPITAL PROGRAMME 2020-2022 - TO FOLLOW**
Report of the Chamberlain.
For Information
26. **IT INFRASTRUCTURE SERVICES - PERFORMANCE IMPROVEMENT PLAN**
Report of the Chamberlain.
For Decision
(Pages 99 - 102)
27. **POLICE DEEP DIVE NLEDS (PRESENTATION) - TO FOLLOW**
For Information
28. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
29. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**