



Digital Services Sub (Finance) Committee

Date: FRIDAY, 26 MARCH 2021

Time: 11.00 am

Venue: VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)

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

Enquiries: Antoinette Duhaney
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Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/RIXW0JS9BqI>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

John Barradell
Town Clerk and Chief Executive

AGENDA

Public Items

1. **APOLOGIES**

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

3. **MINUTES OF THE PREVIOUS MEETING**

To agree the public minutes and non-public summary of the meeting held on 16 November 2020.

For Decision
(Pages 1 - 8)

4. **OUTSTANDING ACTIONS**

Joint report of the Town Clerk and the Chamberlain.

For Information
(Pages 9 - 10)

5. **FORWARD PLAN - MARCH 2021**

Report of the Chamberlain.

For Information
(Pages 11 - 12)

6. **MODERN.GOV APP - DIGITAL ACCESS TO COMMITTEE DOCUMENTATION**

Joint report of the Town Clerk and the Chamberlain.

For Decision
(Pages 13 - 18)

7. **DIGITAL SERVICES STRATEGY (REPORT TO FOLLOW)**

Report of the Chamberlain.

For Decision

8. **DIGITAL INCLUSION PROJECT - REFERENCE FROM COMMUNITY AND CHILDREN'S SERVICES COMMITTEE (5 MARCH 2021)**

Report of the Town Clerk.

For Information
(Pages 19 - 30)

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

For Information

- a) **IT Division - IT Service Delivery Summary** (Pages 31 - 40)
Report of the Chamberlain.
- b) **IT Division Risk Update** (Pages 41 - 48)
Report of the Chamberlain.
- c) **An IT and Digital Roadmap for More Efficient Ways of Working** (Pages 49 - 56)
Report of the Chamberlain.

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 Schedule 12A of the Local Government Act.

For Decision

Non-Public Items

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

To agree the non-public minutes of the meeting held on 16 November 2020.

For Decision
(Pages 57 - 62)

13. **NON-PUBLIC OUTSTANDING ACTIONS**

Joint report of the Town Clerk and the Chamberlain.

For Information
(Pages 63 - 64)

14. **IT SECURITY**

Report of the Chamberlain.

For Decision
(Pages 65 - 102)

15. **GATEWAY REPORTS**

For Decision

- a) **New Financial System and Enterprise Resource Planning Project** (Pages 103 - 126)

Report of the Chamberlain.

- b) **Library Self Service Kiosks** (Pages 127 - 136)

Report of the Director of Community and Children's Services.

16. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**