



## Digital Services Sub (Finance) Committee

**Date:** THURSDAY, 4 NOVEMBER 2021  
**Time:** 3.00 pm  
**Venue:** COMMITTEE ROOM 2 - 2ND FLOOR WEST WING, GUILDHALL

**Members:** Randall Anderson (Chairman)  
Alderman Sir Peter Estlin (Deputy Chairman)  
Rehana Ameer  
Deputy Roger Chadwick  
John Chapman  
Alderman Prem Goyal  
Deputy Jamie Ingham Clark  
Andrew Mayer  
Jeremy Mayhew  
James Tumbridge  
Dawn Wright

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### Accessing the virtual public meeting

Members of the public can observe this virtual public meeting via the below link:  
<https://youtu.be/rYUTq0smvPk>

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.

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 a) **Minutes of the previous meeting**

To agree the public minutes and non-public summary of the meeting held on 3rd September 2021.

**For Decision**  
(Pages 7 - 14)

b) **Outstanding actions from previous meetings**

**For Information**  
(Pages 15 - 16)

4. **FORWARD PLAN - NOVEMBER 2021**

**For Information**  
(Pages 17 - 18)

5. **MEMBERS IT PROVISION 2021/22**  
Report of the Chief Operating Officer.

**For Decision**  
(Pages 19 - 24)

6. **MOBILE DEVICE MANAGEMENT**  
Report of the Chief Operating Officer.

**For Decision**  
(Pages 25 - 28)

7. **ERP PROGRAMME UPDATE PRESENTATION**  
Presentation by the Human Resources Director.

**For Information**  
(Pages 29 - 34)

8. **IT DIVISION - IT SERVICE DELIVERY SUMMARY**  
Report of the Chief Operating Officer.
- For Information**  
(Pages 35 - 44)
9. **IT DIVISION RISK UPDATE - NOVEMBER 2021**  
Report of the Chief Operating Officer.
- For Information**  
(Pages 45 - 54)
10. **INFORMATION MANAGEMENT PROGRAMME PROGRESS UPDATE AND DEEP DIVE**  
Report of the Chief Operating Officer.
- For Information**  
(Pages 55 - 62)
11. **GATEWAY REPORTS**
- For Decision**
- 11 a) **Library Management System**  
Report of the Director of Community & Children's Services.
- For Decision**  
(Pages 63 - 76)
- 11 b) **Gateway 6: Committee Rooms Audio Visual Equipment**  
Report of the Chief Operating Officer.
- For Decision**  
(Pages 77 - 84)
- 11 c) **Gateway 6: Customer Relationship Management**  
Report of the Chief Operating Officer.
- For Decision**  
(Pages 85 - 96)
12. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

14. **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**

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

To agree the non-public minutes of the meeting held on 3rd September 2021.

**For Decision**  
(Pages 97 - 98)

16. **CYBER SECURITY MITIGATIONS**

Report of the Chief Operating Officer.

**For Information**  
(Pages 99 - 130)

17. **BACKUP RETENTION**

Report of the Chief Operating Officer.

**For Information**  
(Pages 131 - 136)

18. **CITY OF LONDON CORPORATION AND CITY OF LONDON POLICE: IT BUDGET & SAVINGS PRESENTATION**

Presentation by the Chief Operating Officer.

**For Information**  
(Pages 137 - 150)

19. **GATEWAY REPORTS**

19 a) **Gateway 5 Secure City Programme (SCP) – Video Management System (VMS)**

Joint report of the Commissioner, City of London Police and the Director of Environment.

**For Decision**  
(Pages 151 - 172)

20. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**