



Digital Services Committee

Date: MONDAY, 13 MAY 2024

Time: 2.00 pm

Venue: COMMITTEE ROOMS - WEST WING, GUILDHALL

Members: Deputy Dawn Wright
Deputy Randall Anderson
Ian Bishop-Laggett
Alderman Professor Emma Edhem, City of London Police Authority Board (Ex-Officio Member)
Deputy Madush Gupta
Caroline Haines (Ex-Officio Member)
Eamonn Mullally
Judith Pleasance
James Tumbridge

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Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic 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.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Ian Thomas CBE
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Items

1. **APOLOGIES**

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

3. **COURT ORDER**

To receive the Order of the Court of Common Council dated 25th April 2024 appointing the Committee and setting its Terms of Reference.

For Information
(Pages 7 - 8)

4. **ELECTION OF CHAIRMAN**

To elect a Chairman in accordance with Standing Order No. 29.

For Decision

5. **ELECTION OF DEPUTY CHAIRMAN**

To elect a Deputy Chairman in accordance with Standing Order No. 30.

For Decision

6. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 17th January 2024.

For Decision
(Pages 9 - 16)

7. **APPOINTMENTS TO OTHER COMMITTEES**

Report of the Town Clerk.

For Decision
(Pages 17 - 20)

8. **DIGITAL, DATA AND TECHNOLOGY STRATEGY**

Report of the Chamberlain.

For Decision

(Pages 21 - 34)

9. **DEVICE REFRESH**

Report of the Chamberlain.

For Decision
(Pages 35 - 44)

10. **CORPORATE DEVICE STOCK REPLENISHMENT**

Report of the Chamberlain.

For Decision
(Pages 45 - 58)

11. **ENTERPRISE RESOURCE PLANNING (ERP) PROGRAMME UPDATE**

Joint report of the Chief People Officer and the Chamberlain.

For Information
(Pages 59 - 68)

12. **DATA LIGHTHOUSE PROJECT UPDATE**

Report of the Chamberlain.

For Information
(Pages 69 - 82)

13. **DIGITAL, INFORMATION AND TECHNOLOGY SERVICE (DITS) PORTFOLIO OVERVIEW**

Report of the Chamberlain.

For Information
(Pages 83 - 90)

14. **DIGITAL, INFORMATION AND TECHNOLOGY SERVICE (DITS) DEPARTMENTAL BUSINESS PLAN - QUARTERLY UPDATE**

Report of the Chamberlain.

For Information
(Pages 91 - 94)

15. **DIGITAL, INFORMATION AND TECHNOLOGY SERVICE (DITS) - SERVICE DELIVERY SUMMARY**

Report of the Chamberlain.

For Information

16. **REPORT OF ACTIONS TAKEN**

Report of the Town Clerk.

For Information
(Pages 101 - 104)

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 Items

20. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 17th January 2024.

For Decision
(Pages 105 - 108)

21. **CYBER SECURITY UPDATE**

Report of the Chief Information Security Officer.

For Information
(Pages 109 - 162)

22. **SECURE CITY PROGRAMME (SCP) - VIDEO MANAGEMENT SYSTEM (VMS) OVERVIEW**

Report of the Chamberlain.

For Information

23. **ORACLE PROPERTY MANAGER (OPN) REPLACEMENT PROGRAMME**

Report of the City Surveyor.

For Information
(Pages 169 - 176)

24. **DIGITAL, INFORMATION AND TECHNOLOGY SERVICE (DITS) - RISK UPDATE**

Report of the Chamberlain.

For Information
(Pages 177 - 186)

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

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

Part 3 - Confidential Items

27. **CONFIDENTIAL MINUTES**

To approve the confidential minutes of the previous meeting held on 17th January 2024.

For Decision