



Digital Services Committee

Date: THURSDAY, 5 SEPTEMBER 2024

Time: 2.00 pm

Venue: COMMITTEE ROOMS - WEST WING, GUILDHALL

Members:

Deputy Dawn Wright (Chair)	Caroline Haines, Policy & Resources Committee (Ex-Officio Member)
Eamonn Mullally (Deputy Chairman)	Judith Pleasance
Deputy Randall Anderson	Alderman Sir William Russell, Barbican Centre Board (Ex-Officio Member)
Ian Bishop-Laggett	Deputy James Thomson, City Bridge Foundation Board (Ex-Officio Member)
Deputy Timothy Butcher	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 Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 24 July 2024.

For Decision
(Pages 5 - 8)

4. **DATA LIGHTHOUSE PROJECT UPDATE**

Report of the Chamberlain.

For Information
(Pages 9 - 26)

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

Joint report of the Chief People Officer and the Chamberlain.

For Information
(Pages 27 - 30)

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

Report of the Chamberlain.

For Information
(Pages 31 - 36)

7. **CITY OF LONDON CORPORATION APP**

The Chamberlain to be heard.

For Information
(Verbal Report)

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

10. **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

11. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 24th July 2024.

For Decision
(Pages 37 - 40)

12. **HR, PAYROLL, AND FINANCE SOLUTION: ENTERPRISE RESOURCE PLANNING (ERP)**

Report of the Chamberlain

For Decision
(Pages 41 - 46)

13. **DATA PROTECTION - 2023 ANNUAL REPORT**

Report of the Comptroller and City Solicitor and Deputy Chief Executive.

For Information
(Pages 47 - 72)

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

Report of the Chamberlain.

For Information
(Pages 73 - 80)

15. **CYBER SECURITY UPDATE**

Report of the Chief Information Security Officer.

For Information
(Pages 81 - 126)

16. **VETTING POLICY**

For Information
(Verbal Report)

17. **REPORT OF ACTION TAKEN**

Report of the Town Clerk.

For Information
(Pages 127 - 132)

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

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