

<b>Committee(s):</b> Summit – for decision Digital Services Sub-Committee – for decision	<b>Date(s):</b> 24 <sup>th</sup> February 2020 20 <sup>th</sup> March 2020
<b>Subject:</b> Technology Procurement Policy	<b>Public</b>
<b>Report of:</b> Chamberlain’s Department – IT Division	<b>For Decision</b>
<b>Report author:</b> Adam Fielder – Enterprise Architect / Lead Architect	

### Summary

This report proposes a new Technology Procurement policy for the City of London Corporation, which outlines the approach for the centralised management of technology procurement and disposal. The aim of this policy is to increase cyber security, reduce costs, technology debt and shadow IT.

### Recommendation(s)

- To approve the Technology Procurement Policy (see appendix A attached).

### Main Report

#### Background

1. The City of London Corporation has traditionally operated on a devolved basis for the procurement, purchase or implementation of technology.
2. This has led to duplicate systems, tools and devices existing within the estate with disparate support arrangements being put in place with increased costs and support overhead, such as “Shadow IT”.
3. This complexity also leads to difficulties in ensuring the environment is managed and secure due to a lack of oversight of the infrastructure and services in use across the technology estate.

#### Current Position

4. Current examples of devolved technology procurements (non-exhaustive);
  - The corporation has a variety of payment solutions from a range of different vendors. This has led to additional cost, complexity and integration overhead.

- The same technology solution for body worn cameras has been purchased on three separate occasions for three different business areas. Each implementation has its own solution design and has been reviewed on three separate occasions by the IT security function.
- There are multiple parking systems/solutions in place. Each parking solution has been architected separately, requiring differing levels of IT involvement, hosting and security.

## **Summary Proposal**

5. The objectives of the Technology procurement and disposal policy are:

- To outline the CoL's approach to the Procurement, Purchasing Replacement and Disposal of all ICT assets.
- To ensure that no technical products or services are procured without IT and IT Category Board approval.
- To ensure that no technology will be added to or installed on IT equipment or networks without IT approval.
- To ensure that the Corporation achieves value for money through not procuring or purchasing duplicate technology systems, products or services.
- To meet all regulatory and legislative requirements relating to the Procurement, Replacement and Disposal of all IT software and hardware.

## **Next steps**

6. Draft Policy (see appendix A attached) agreed by Summit
7. Policy implemented and communicated to all staff and Members along with suitable guidance.

## **Appendices**

- Appendix A - Technology Procurement Policy

### **Adam Fielder**

IT Division Lead Architect / Enterprise Architect

T: 020 7113 3522

E: [adam.fielder@cityoflondon.gov.uk](mailto:adam.fielder@cityoflondon.gov.uk)