Digital Services Sub (Finance) Committee – Outstanding Actions November 2021

Item	Meeting Date	Action and target for completion	Officer responsible	To be completed/ Next stage	Progress update
1.	23 July 2021	1. That Officers revisit technology solutions and consider which Department is best placed to manage streaming and recording of meetings going forward. 2. That the Sub Committee's views be conveyed to the Policy and Resources Committee Chair and that the Policy and Resources Committee be requested to provide clarity on the direction of travel and future aspirations for technology solutions	Lorraine Brook Lorraine Brook	Complete Complete	Meeting in September with Assistant Town Clerk/Head of Committee Services booked The IT Team will continue to stream until a New TOM has been agreed for the Deputy Chief Executive's team when this should be covered. Action closed Committee Clerk emailed with the question for the Committee Chair Action closed
2.	3 September 2021	That regular updates on GDPR audits/compliance and how this risk is managed are considered by this Sub Committee.	Nick Senior	April 2022	Due for presentation to the Committee in April 2022
3.	3 September 2021	That Officers develop a digital engagement dashboard and add this item to outstanding actions and add to the forward plan.	Sean Green	April 2022	Due for presentation to the Committee in April 2022

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4.	3 September 2021	That a report including a clear presentation of costs versus benefits and challenges to digitisation be presented to the Sub Committee.	Sean Green	April 2022	Due for presentation to the Committee in April 2022
5.	3 September 2021	That an update on IT budget savings be presented to the next meeting.	Sean Green	Complete	Update on agenda for 4th November – Action Closed
	4 November 2021	IT Provision Policy – One-sided graphic summary to be produced for January meeting for consideration	Sean Green	January 2022	Agenda Item Data Storage Review and Challenges
	4 November 2021	Risk Register – more commentary on risks to be included, with routine actions included as well as urgent or emergency action	Sean Green	January 2022	Agenda Item IT Risks to be reviewed by Members
	4 November 2021	E5 Licensing Rollout – officers to update the Sub Committee on progress	Sean Green	January 2022	The capability to use Power BI and Teams audio conferencing rolled out across the Corporation. The implementation of the essential aspects of E5 security provisioning has started and further work continues over the next 8 weeks.