Information Services Governance Committee

Wednesday 6th March 2019

M I N U T E S

Present:
Professor Michael Arthur (Provost and Chair)
Ms. Wendy Appleby
Dr Paul Ayris
Dame Nicola Brewer
Professor Stella Bruzzi
Mr Simon Cane
Dr Celia Caulcott
Professor Piet Eeckhout
Professor Becky Francis
Ms Francesca Fryer
Mr Philip Harding
Professor Graham Hart
Mrs Lori Houlihan
Ms Collette Lux
Professor Ivan Parkin
Professor Alan Penn
Professor David Price
Professor Geraint Rees
Professor Sasha Roseneil
Mr. Tom Rowson
Ms Fiona Ryland
Professor Anthony Smith
Dr Michael Cope
Dr James McCafferty
Ms. Clare Gryce ISD, (partial attendance)
Mr Robert Maughan (Information Security Group, partial attendance)

Apologies:
Professor Mark Emberton
Professor David Lomas
Professor Alan Thompson
Professor Nigel Titchener-Hooker

The Provost opened the meeting.

1   19/03 Minutes of the previous meeting

Approved:

1.1   The minutes of the meeting held on 14th November 2018 (paper 18/11) were approved.

1.2   The action on 'LectureCast last-minute requests' will be dealt with as part of the 'opt-out' initiative.

2   19/03/01 MyHR Update

Noted:

2.1   Dr Cope summarised the current position on the MyHR project. The planned go-live date in February 2019 could not be met due to issues completing the Payroll Parallel Run testing and the number of changes raised for the new HR Workflow tool (SIP replacement). The team are currently re-planning to establish if going live by June 19 is possible. Go-live after June becomes more difficult due to end of financial year and start of session activities. KPMG have been asked to undertake a readiness review on the project, and have just reported back their initial findings. In their view, a June 19 go-live date is too risky and they would recommend a later go-live date.

Discussion:

2.2   ISGC expressed concern about the latest missed go-live date and welcomed the review by KPMG. It was agreed that the current situation was unacceptable, given the multiple delays that have occurred on the project and the increased costs that have resulted from this. The continuing delays to MyHR is causing 'planning blight' across departments and the increased costs are putting pressure on other projects. It was highlighted that a report on the dependencies of MyHR has been requested but has not yet been provided. It was agreed that KPMG should be asked to undertake a more detailed review to establish the earliest viable go-live. They should also be asked to consider a move to the cloud version of the Oracle software (known as Oracle Fusion). It was agreed that a Task & Finish (T&F) group would be established to focus on this matter. This will be led by the COO and draw members from SMT including the Director of ISD. ISGC requested that the T&F group keep SMT updated.

2.3   It was agreed an update paper on the matter should be submitted to Audit Committee.

Action: Provide a report on MyHR dependencies. Director of ISD
Action: Establish a task and finish group. COO
Action: Submit a paper to Audit Committee. COO

3   19/03/02 Update on Research IT Services

Noted:

3.1   Ms. Gryce presented a summary of key recent Research IT (RITS) developments including the broadening of the service portfolio from a historic computation focus to one now based on research data services and research software development services as well as continued computation developments. She also highlighted the importance of the research software development group to the success of UCL's research

Discussion:

3.2   Members of the committee commented that RITS was an outstanding part of ISD which has strong relationships with academics and is in a national leadership position.

3.3   The committee noted that research IT faces a tsunami of demand, as research increasingly moves from 'wet to dry'. This required recurrent as well as capital spend on research IT.

3.4   ISGC recognised the need for better joined-up governance across the different services in this area (eg Data safe haven, GDPR, research data storage, InfoSec etc). Also, better collaboration with Computer Science would bring benefits.

3.5   This discussion finished with ISGC thanking Ms Gryce for her contribution, given her pending departure from UCL.

4.   **19/03/03 Updated Digital Investment Planning and Governance Process**

Noted:

4.1   Dr Cope presented on the Future Digital Investment Portfolio Planning and Governance Process and invited feedback from ISGC offline.

5.   **19/03/04 Proposed allocation of FY 19/20 digital investment funds across the domains**

Noted:

5.1   Dr Cope summarised the paper, giving the proposed allocation of FY 19/20 digital investment funds.

Discussion:

5.2   Members of the committee requested more details about how costs are allocated to projects.

5.3   The need for an improved IT business case regime was highlighted as the level of investment in IT increases with the new financial strategy.

5.4   Members of the committee expressed the view that it was hard to form a view on the right allocations given that there was no detail at this stage. ISGC discussed the tension between different demands in different areas. The need for more coherence and better links between domains and TOPS

5.5   The Vice Provost Enterprise and Innovation asked about investment for Innovation and Enterprise and it was agreed that this would be ring-fenced in the Admin domain under the new Financial Strategy.

5.7   It was agreed that the impact of increased funding for MyHR has put pressure on funding for other projects.

Decision:

5.8   ISGC approved the split of funding in principle and would review domain allocations at the next meeting in June in the light of more detailed project proposals.

6.   **19/03/05 Proposed Information Security Improvement Plan**

Noted:

5.1   Restricted.

Discussion:

5.2   Restricted

Decision:

5.5   Restricted.

7.   19/03/06 Information security update

Restricted.

8.   19/03/07 Proposal for improved support for online teaching and assessment

Not discussed due to lack of time.

AOB

There were no AOB items

<div align="right">

Dr James McCafferty
Deputy Director of ISD
Information Services Division (ISD)
email: james.mccafferty@ucl.ac.uk
March 2019

</div>

Action log

Action no	Date raised	Action	Assigned to	Status
1903.01	March 2019	Provide a report on the dependencies of MyHR	Director of ISD	Will be included in the update to SMT about MyHR on the 3rd July
1903.01	March 2019	Establish a task and finish group to oversee the resolution of the MyHR situation	COO	Closed, T&F group established
1903.01	March 2019	Submit a paper to Audit Committee about the situation with MyHR	COO	Closed, update provided to Audit Committee on the 20th June 2019