

DECISION-MAKER:	COUNCIL		
SUBJECT:	DESKTOP REFRESH PROGRAMME		
DATE OF DECISION:	4 JUNE 2014		
REPORT OF:	CABINET MEMBER FOR RESOURCES		
<u>CONTACT DETAILS</u>			
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STATEMENT OF CONFIDENTIALITY
None

BRIEF SUMMARY

As part of the Capita Strategic Services Partnership (SSP) contract extension approved by Council in November 2013, revised financial arrangements were put in place to manage the ongoing IT desktop refresh programme, with responsibility for funding, managing and implementing the ongoing programme transferred back to the Council. To take forward the ongoing refresh programme, this report seeks to add a sum of £1,194,000 to the Resources Portfolio capital programme, together with the approval of the delegated authority required to make additions to the programme on a rolling basis and to allocate/approve IT resources to deliver the refresh programme, to maximise the efficient use of resources, maintain flexibility and to ensure it is fit for purpose.

RECOMMENDATIONS:

- (i) To add in accordance with Financial Procedure Rules a sum of £1,194,000 to the Resources Portfolio Capital programme phased over the 4 year period 2014/15 to 2017/18 to enable the ongoing implementation of the desktop refresh programme, to be funded from the IT Development Reserve.
- (ii) Delegate authority to the Chief Financial Officer after consultation with the Head of IT to add to the programme on a rolling basis within the funding available.
- (iii) Delegate authority to the Chief Financial Officer after consultation with the Head of IT to allocate and approve IT related resources to deliver the desktop refresh programme to maximise the efficient use of resources, maintain flexibility and ensure it is fit for purpose.

REASONS FOR REPORT RECOMMENDATIONS

1. To enable commencement of the revised Desktop refresh programme as approved by Council in November 2013.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None – as Council have already approved the Desktop Refresh strategy.

DETAIL (Including consultation carried out)

3. In November 2013 Council approved the Strategic Services Partnership (SSP) contract extension. This extension included the return of the Desktop Refresh budget to the Council and it was agreed that an IT development reserve be maintained to effect the appropriate refresh of Desktop devices (PCs and Laptops), extending the refresh cycle and thus realising savings for the Council.
4. This report seeks approval to add the initial 4 year indicative refresh programme to the Resources Portfolio Capital programme in order to commence spend in the current financial year, in line with the revised refresh cycle approved by Council.
5. It is essential to implement the desktop refresh programme to keep the technology up to date and fit for purpose in order to deliver Council priorities. This will also enable Capita to fulfil their contractual obligations to maintain and support the IT service.
6. The Chief Financial Officer after consultation with the Head of IT will manage the spend over the appropriate period in order to achieve value for money, provide flexibility and ensure efficient deployment of resources.

RESOURCE IMPLICATIONS

Capital/Revenue

7. Further to the Strategic Services Partnership Contract extension approved by Full Council on 20th November 2013, the budget for refresh of Desktop devices has been returned to the Council together with the responsibility to maintain technological currency. In addition, investment required for infrastructure software and some telephony hardware is now the responsibility of the Council to fund. This is a process that the Council will need to carefully manage and plan in order to maintain the cost of the desktop estate, associated infrastructure software and some telephony hardware within affordable bounds and ensure it is fit for purpose.
8. The funding for this was factored into the financial assessment of the contract extension and to enable effective planning to be undertaken over the medium term an IT Development Reserve has been created. An indicative refresh programme to reflect the extended refresh cycles has been identified covering the remaining term of the Capita contract, the total funding for which will now be added to the Resources Portfolio Capital Programme, to be funded on an annual basis from the IT Development Reserve as required. As the refresh represents a rolling programme for the remaining life of the SSP contract extension it is recommended that Council delegate authority to the Chief Financial Officer after consultation with the Head of IT to add to the programme on a rolling basis within the funding available. The indicative programme value is estimated at £1,194,000 over the 4 year period 2014/15 to 2017/18 as set out below and further updates to this programme will be reported as part of the update of the capital programme:

Indicative Desktop Refresh Programme

Year	Laptops & Docking Stations	PCs & Monitors	Total
	£	£	£
2014/15	70,000	200,000	270,000
2015/16	142,000	185,000	327,000
2016/17	198,000	114,000	312,000
2017/18	59,000	226,000	285,000
Total	469,000	725,000	1,194,000

9. Given the complexity of organisational and technological change and the need to respond flexibly to these changes, it is recommended that Council delegate authority to the Chief Financial Officer after consultation with the Head of IT to allocate and approve IT related resources to deliver the desktop refresh programme to maximise the efficient use of resources, maintain flexibility and ensure it is fit for purpose.

Property/Other

10. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

11. The legal powers to pursue the course of action recommended in this report are contained in the Local Government Acts 1972, 1999 and 2000 and the Localism Act 2011.

Other Legal Implications:

12. None.

POLICY FRAMEWORK IMPLICATIONS

13. In November 2013, Council approved as a Policy Framework decision the extension of the contract with Capita Business Services Limited. Therefore, the recommendations in this report are consistent with the policy framework.

KEY DECISION? Yes

WARDS/COMMUNITIES AFFECTED:	none
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SUPPORTING DOCUMENTATION

Appendices

1.	None
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Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
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