

Committee: IT Working Group

Date: 12 December 2007

Title: Proposed IT Capital Programme 2008/09

Author: Adrian Webb, Head of ICT & OR 01799
510421

Item for
decision

Summary

- 1 This report provides details of the IT projects being considered for inclusion in the 2008/09 IT Programme. The report explains the basis on which projects have been prioritised and seeks Members approval for the resulting proposed programme. The report also recommends that the sum of £45,000 be included in the draft General Fund Capital Programme. The Capital Programme has no revenue consequences. Also included is an indicative programme for 2009/10, Members are not asked to approve this as it is for information only.

Proposed Development Programme

- 2 Set out in Appendix One is a proposed IT Capital Programme for 2008/09 totalling £45,000 with a draft 2009/10 programme totalling £220,000. Appendix Two provides brief details of each of these projects, including summary costs and benefits.

Funding of the Programme

- 3 On the basis of the assumptions made, it is suggested that a programme of £45,000 be funded, as follows:

Uttlesford Funding – General Fund	30,000
Uttlesford Funding – HRA	<u>15,000</u>
	£ 45,000

Recommendations

That the Finance and Administration Committee be recommended to:

- 1 Include the proposed IT Capital Programme, attached as Appendix One, for inclusion in the overall Capital Programme for 2008/09.
- 2 Include a sum of £30,000 for IT developments in the overall General Fund Capital Programme for 2008/09.
- 3 Include a sum of £15,000 for IT developments in the Housing Revenue Account Capital Programme for 2008/09.

Background Papers

None

APPENDIX ONE - Proposed IT Capital Programme 2008/09

		Proposed 2008/09 Programme		Draft 2009/10 Programme		Priority *Note 1
		Project Cost £	Annual Cost £	Project Cost £	Annual Cost £	
	<u>Corporate Projects</u>					
1	Replacement Electoral System	0	0	50,000	10,000	2
2	Network replacement	0	0	150,000	15,000	2
		£0	£0	£200,000	£25,000	
	<u>User Requested Projects</u>					
3	Minor Projects	0	0	20,000	0	2
4	Revenue Server Replacement	30,000	0	0	0	1
5	Housing Server Replacement	15,000	0	0	0	1
		£45,000	£0	£20,000	£0	
	Total Proposed IT Programme	£45,000	£0	£220,000	£25,000	
	Less HRA Programme	-£15,000	-£0	-£0	-£0	
	General Fund Programme	£30,000	£0	£220,000	£25,000	

Notes

1. Priorities have been determined on the following basis:
 - a. **On-Going Financial & Staffing Commitments** - Projects that require high levels of on-going resources, whether financial or staffing, have been given a lower priority.
 - b. **Statutory Obligations** – Projects that help the Council fulfil its statutory obligations have been given a higher priority.

2. Non-monetary savings may result from:
 - a. Essex Online Partnership (EOLP) working.
 - b. Utilising the outcomes from national and pathfinder e-government projects.

APPENDIX TWO

1. Replacement Electoral System		
<p>Project Description – Funds to replace the existing Electoral system should the evaluation process determine that this is the appropriate course of action:</p> <p>The business case for replacement will include a return on investment statement. A recommendation on the way forward will be made to Operations Committee including if appropriate a recommendation to spend the allocated capital sum.</p>		
Budget Annual support charges	Project Costs £ 50,000 <hr/> 50,000	Annual Costs £ 10,000 <hr/> 10,000
Benefits <ul style="list-style-type: none"> Will integrate fully with the existing CRM system thereby enabling a better service delivery to the customer. 		
ICT Support Implications: Project – High; Support – Moderate		
Suggested Priority Rating & Reason Given the need to evaluate/replace the Ocella system this has been given a lower priority and identified as a 2009/10 programme item	2	

2. Network replacement		
<p>Project Description – Funds to replace the existing Cat 5 Ethernet network with a Cat 6 network and include in the network telephony as well as data.</p> <p>The existing network is data only and was installed 9 years ago. Modern networks include telephony enabling ‘voice over ip (VOIP)’ working.</p> <p>The new reception area has Cat 6 cabling and switches which make the administration of the network and telephony simple. The speed of response for users is also improved.</p>		
<p>Budget</p> <p>Annual support charges</p>	<p>Project Costs</p> <p>£</p> <p>150,000</p> <hr/> <p>150,000</p>	<p>Annual Costs</p> <p>£</p> <p>15,000</p> <hr/> <p>15,000</p>
<p>Benefits</p> <ul style="list-style-type: none"> Will integrate fully with the existing CRM system thereby enabling a better service delivery to the customer. 		
<p>ICT Support Implications: Project – High; Support – Moderate</p>		
<p>Suggested Priority Rating & Reason</p> <p>This project has been given a lower priority and identified as a 2009/10 programme item</p>	<p>2</p>	

3. Minor Projects		
<p>Project Description – To provide funding for a range of minor, user requested projects with demonstrable service and efficiency benefits. Examples of the type of projects that have been identified include:</p> <ul style="list-style-type: none"> • Replacement of all PCs running Microsoft Windows 2000. • Increase the RAM in all machines from 256mb to 512mb 		
Costs	Project Costs	Annual Costs
Establishment of miscellaneous projects fund	20,000	minimal
<p>Benefits Dependent upon project. However, it is expected that in each case relatively minor expenditure will lead to a significant improvement in efficiency.</p>		
<p>ICT Support Implications Dependent upon project. However, unlikely to be any significant on-going call on IT resources.</p>		
<p>Suggested Priority Rating Previous uses of this fund have led to significant improvements in efficiency.</p>	2	

4. Revenues System Replacement Server		
<ul style="list-style-type: none"> Project Description – The Revenues system is due for upgrade in 2008/09 and the current operating system is being de-supported. The new Oracle 10g system requires a significant hardware upgrade which this will fund. The project includes data migration and system build and testing 		
Costs	Project Costs	Annual Costs
Purchase, set-up and data migration of new server	30,000	0
Benefits Increased reliability and enhancement of the revenues system		
ICT Support Implications Low		
Suggested Priority Rating Essential to ensure continued service delivery	1	

5. Housing System Replacement Server		
<ul style="list-style-type: none"> Project Description – The Housing system is due for upgrade in 2008/09 and the current operating system is being de-supported. The new Oracle 10g system requires a significant hardware upgrade which this will fund. The project includes data migration and system build and testing 		
Costs	Project Costs	Annual Costs
Purchase, set-up and data migration of new server	15,000	0
Benefits		
Increased reliability and enhancement of the housing system		
ICT Support Implications		
Low		
Suggested Priority Rating		
Essential to ensure continued service delivery	1	