

**REPORT TITLE : ICT BUDGET RE-PROFILING  
REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE  
DIRECTION)**



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

**WARDS AFFECTED: ALL WARDS**

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1. **PURPOSE OF REPORT**

In accordance with financial procedure rules, to seek member approval for the re-profiling of the ICT capital budgets to procure of the latest version of Microsoft Desktop Software at a discounted rate.

2. **RECOMMENDATION**

Members approve the re-profiling of £150,000 from the general renewals and server renewals approved capital budgets for the next 3 years into the capital budget for 2012/13. This will save the Council £20,150 over the 3 year period.

3. **BACKGROUND TO THE REPORT**

HBBC currently run Microsoft XP and Office 2003 software products. These have been superseded and are approaching ten years old. The ICT strategy has been to maximise our investment by running this software until such a point that it is anticipated that within the next 12-18 months the age of the software will start to have an operational impact. We have now reached this point.

The Microsoft Desktop Suite is a key component of the ICT Infrastructure and suppliers have already given notice that they will not support their products running on Windows XP and Office 2003. Failure to upgrade the Microsoft products will therefore leave us in a vulnerable position and risk impacting day to day business processes.

ICT had planned to procure the software over a three year period, however, by 'pre paying' for the software in one year there is a financial saving to the Authority of £20,150.

4. **FINANCIAL IMPLICATIONS [AB]**

The capital project that was presented to Executive Brief on the 29<sup>th</sup> November 2012 reflects the revised profile. This is also reflected in the Programme that will be put forward for approval at this Council. However in accordance with financial procedure rules because the additional cost in the current financial year is above £50,000 the request needs to be approved by Council. As previously stated the procurement method saves the Council £20,150 over three years.

The cost if procured annually over the 3 years would be £171,000. The recommended procurement method will cost £150,000. The interest foregone by making the payment in advance is around £850. The overall net saving to the Council by making this advance payment is therefore £20,150.

The Rolling Server capital project and General Renewals Project will be have to be re-profiled across the next three financial years to enable the procurement to be undertaken in the current financial year

5. **LEGAL IMPLICATIONS [AB]**

None raised directly by this report.

6. **CORPORATE PLAN IMPLICATIONS**

This document Contributes to the Mid Term Financial Strategy, Strategic Objectives 2 and 5 of the Corporate Plan, and the ICT Strategy.

7. **CONSULTATION**

None specific for this report.

8. **RISK IMPLICATIONS**

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
HBBC do not procure the software at the discounted rate which results in a loss of capital for the IT Replacement Programme.	Procure the software as described in this report.	Paul Langham

9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

The recommendations contained within the report present no implications with regard to equalities or rural areas. However, the wider redevelopment proposals which have been previously approved by the Council have given full consideration to equality and rural considerations. The development will be of benefit to all groups within the community and all areas of the Borough.

10. **CORPORATE IMPLICATIONS**

By submitting this report, the report author has taken the following into account:

- Community Safety implications
  - Environmental implications
  - ICT implications
  - Asset Management implications
  - Human Resources implications
  - Planning Implications
  - Voluntary Sector
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Background papers: none  
Contact Officer: Paul Langham x5995  
Executive Member: Cllr Keith Lynch