

Civic Centre, Castle Street,
Merthyr Tydfil CF47 8AN

Main Tel: 01685 725000 www.merthyr.gov.uk



FULL COUNCIL REPORT

Date Written	17th September 2014
Report Author	Richard Evans
Service Area	ICT
Exempt/Non Exempt	Non-Exempt
Committee Date	5 th November 2014

To: Mayor, Ladies and Gentlemen

Approval of Budget for ICT Desktop, Laptop & Software Refresh

PURPOSE OF THE REPORT:

To agree funding for the purchase of PC's, laptops and MS Office licenses to replace all XP devices and Office 2003 which are out of support and causing operational issues and risks.

1.0 INTRODUCTION AND BACKGROUND

- 1.1 Microsoft's Windows XP Operating System and Microsoft Office 2003 became end of life in April 2014 and Microsoft no longer released any new security updates and patches for these products.

An agreement called a Premier agreement was setup between the Cabinet Office and Microsoft to continue security updates and support for public sector organisations for a further 12 months until April 2015. The ICT Department took advantage of this agreement at a cost of £12,500.

There will be no further support for these software versions beyond April 2015.

2.0 IMPLICATIONS FOR THE AUTHORITY

- 2.1 All Windows XP devices and Microsoft Office 2003 installations will be unsupported. Not receiving security updates and patches will increase the risk of viruses, malware, data loss etc.
- 2.2 Using unsupported software will result in a breach of the Public Sector Network (PSN) code of connection resulting in potential disconnection. This will have a significant impact for some essential services that rely on our PSN connection such as Benefits, Blue Badge Scheme, Secure e-mail etc.
- 2.3 Microsoft Office 2003 is not compatible with a planned upgrade of the authority's Electronic Document Management system (EDM). Failure to upgrade Office 2003 will result in some staff being unable to fully utilise the EDM system after November 2014.
- 2.4 Some staff are experiencing performance and compatibility issues due to the age of the IT estate and software versions in their departments. This is having a detrimental effect on performance and increasing ICT support calls.

3.0 FINANCIAL IMPLICATION(S)

- 3.1 For the financial year 2014/15 funding up to a maximum of £172,000 is required to support the delivery of the project, to be financed from the Efficiencies Reserve.

4.0 SINGLE INTEGRATED PLAN AND SUSTAINABILITY IMPACT SUMMARY

- 4.1 The Single Integrated Plan & Sustainability Impact Assessment has been completed and no negative impacts have been identified.

5.0 EQUALITY IMPACT ASSESSMENT

- 5.1 An Equality Impact Assessment (EqIA) screening form has been prepared for the purpose of this report. It has been found that a full report is not required at this time. The screening form can be accessed on the Council's website/intranet via the 'Equality Impact Assessment' link.

6.0 RECOMMENDATION(S) that

- 6.1 The budget of up to £172,000 from the efficiency reserve to enable the ICT Department to replace all XP devices and upgrade installations of Office 2003 by end of March 2015 be approved.

**ELLIS COOPER
CORPORATE DIRECTOR CUSTOMER SERVICES**

BACKGROUND PAPERS		
Title of Document(s)	Document(s) Date	Document Location

Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.