

REPORT TO THE MEETING OF THE EXECUTIVE 8 JULY 2020

PORTFOLIO: ENTERPRISE

REPORT FROM: STRATEGIC DIRECTOR

SUBJECT: COUNCIL PROJECTS PROGRAMME MANAGEMENT OFFICE

1 DECISION BEING RECOMMENDED

- 1.1 To note the progress of the ICT Migration Project, the Council-led “Beagle Event” Project planned as part of the Discover 2020 festival and the Connect Programme.

2 REASONS FOR RECOMMENDATION

- 2.1 The Programme Management Office has oversight of three projects that report to meetings of the Executive: the ICT Migration Project, the Connect Programme (both GOLD projects) and the Beagle Event project (a SILVER project).

3 SALIENT INFORMATION

ICT Migration Project

- 3.1 Plans to migrate the ‘Academy’ Revenues and Benefits System to Capita’s externally hosted managed service have been impacted by the COVID-19 pandemic. A new migration date has not yet been confirmed with Capita but is likely to be in September 2020.
- 3.2 The Parking Gateway system is also being migrated to a managed service which is due for completion in July/August.
- 3.3 Both of the two projects above fall outside of the remit of the original ICT Migration Project scope to move to the Azure Cloud and are being managed by the third party providers. This does, however, mean that there is a need to stay within the Equinix Data Centre until the full move to managed services has taken place and dependent servers are decommissioned
- 3.4 Microsoft 0365 staff and Member migration has been accelerated due to the Covid-19 working from home (WFH) requirements. There is still work to be done to tidy up and delete legacy mailboxes and public folders but this needs to be performed with caution and due diligence.
- 3.5 All other works have been completed. Jisc continues to work with Rochford IT Services to identify further improvements to its IT estate.

Connect Programme

- 3.6 Aspects of the early stages of the Connect Programme have been impacted by the COVID-19 pandemic. A separate report has been prepared on this project for this Executive meeting (8 July).

Beagle Project

- 3.7 The Executive agreed to grant up to £50,000 to RSPB for the installation of new infrastructure at Wallasea Island, which will commemorate the location of HMS Beagle as a coastguard watch vessel and to promote the island as a tourist destination. The Executive also agreed that there should be an opening ceremony on Wallsea Island in May 2020 to recognise the Council's investment (the "Wallasea Event"). Due to restrictions imposed as part of the UK's response to the COVID-19 pandemic, it was necessary to cancel the Wallasea Event and the installation of the new infrastructure has been delayed because of the closure of the RSPB Nature Reserve. Relaxation of restrictions with effect from 1st June 2020, however, means that the Council and RSPB are now working to completion of the infrastructure by the end of July 2020. The Wallasea Event will not be able to take place as originally conceived, but officers will be planning an event to commemorate the completion of the infrastructure works provided that such an event can be achieved within the restrictions of the COVID-19 regulations. More details will be provided at the next report of PMO.
- 3.8 In addition, the Executive agreed to hold an event at the Freight House in Rochford which would be free to enter for members of the public – the "Discover 2020 – 200 years of HMS Beagle" (the "Beagle Event"). Again, this event was unable to take place due to COVID-19 restrictions. Officers are hopeful that it can be recreated in summer/early autumn 2021 but this is dependent upon the volunteers and contributors being able to participate. A formal review of the deliverability of the Beagle Event will take place no later than 1 November 2020 in order to confirm whether the event can be delivered. This will be reported to the Executive in December 2020.

4 RISK IMPLICATIONS

- 4.1 The risks identified in PMO projects will be reviewed as they evolve. PMO will monitor the risks of each project individually for impact on its own project and all other PMO identified projects, as well as impacts on the Business Plan and Medium Term Financial Strategy.

5 RESOURCE IMPLICATIONS

- 5.1 The ICT Migration project is being carried out within previously agreed resources; however, the cost of retaining the Equinix Data Centre for a further six months to October 2020 to allow the migration of the Academy and Parking Gateway systems, which were outside the original scope of the project, is c£3,000. Delays to the Academy system migration will not incur

additional costs with Capita, as the new contract will only come into force once the migration is complete.

- 5.2 The Connect Programme will be delivered within the resources previously agreed by the Executive and are set out in the accompanying report to this Executive meeting (8 July 2020).
- 5.3 For the Beagle Event, a total of £234.50 is identified as irrecoverable sunk costs arising from the postponement of the event. This relates to costs of printing advertising posters which are no longer required and cannot be re-used. If the event is to be cancelled permanently, a full breakdown of costs will be provided in the proposed December report to the Executive. Progress against the £50,000 grant to RSPB for infrastructure works on Wallasea Island are reported separately to the Executive via the capital programme monitoring section of the quarterly Financial Monitoring and Performance reports.

6 LEGAL IMPLICATIONS

- 6.1 There are none arising out of the contents of this report.

7 PARISH IMPLICATIONS

- 7.1 Engagement with relevant Parish/Town Councils has been a core component of the Wallasea Event and the Beagle Event.

8 EQUALITY AND DIVERSITY IMPLICATIONS

- 8.1 None arising from this report.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

LT Lead Officer Signature: _____



Strategic Director

Background Papers: -

None.

For further information please contact Strategic Director

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