

KENT COUNTY COUNCIL – RECORD OF DECISION

DECISION TAKEN BY:

Peter Oakford, Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services

DECISION NO:

21/00041

For publication

Key decision: YES - The contract will be over £1million.

Subject Matter / Title of Decision: Technology Refresh Programme

Decision: As **Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services**, I agree to:

The Technology Refresh Programme Strategy, approve the award of a contract for End-User Devices (Technology Refresh Programme), following a competitive process, and to delegate authority to the Director of Infrastructure, in consultation with the Deputy Leader and the Cabinet Member for Finance, Corporate and Traded Services, to enter into the necessary contractual negotiations and legal agreements.

Reason(s) for decision:

KCC decision 15/00106 detailed a new End-User Device renewal programme (Technology Refresh Programme (TRP) 2017-2021). The original devices purchased under this initiative, which are still in use within KCC, are now reaching the end of their useful life. The replacement of devices enables continued delivery of the Council's services and for the Council to exploit its technology capabilities.

Background

The procurement exercise and device strategy is a key enabler to the delivery of KCC's strategic ambition to support a modern workforce using modern technology tools. The Council over recent years has been increasing the mobility of its workforce, which has further accelerated as a result of the COVID-19 Pandemic, with over 6,000 KCC staff now working remotely. The TRP is critical to support the Council's ongoing ambition to work flexibility and embrace a digitally enabled approach to the way services are delivered. The strategy will consider the optimum model which supports the Council's future operating model and include the procurement, build, distribution, and ongoing management of the devices throughout their lifecycle. The strategy will be developed within the wider context of the Council's Technology Strategy and ensure that the specifications are such that the Council is able to respond to the future pace of change and fully utilise the benefits of the Council's technology investments.

The new arrangement will need to cover the following equipment types:

- Laptop computers
- Tablet devices (such as Apple iPad and Microsoft Surface)
- Monitors
- Docking stations and other accessories
- Desktop computers to support a community provision such as public access to PCs in libraries
- Mobile devices

The initial device specifications set out in the tender, will be sufficient to adequately support the

various job profiles identified in the KCC Workforce Strategy. Any device will support the latest operating systems, automated set-up and device-management, Microsoft Office 365 productivity suite and security products, and Council line-of-business applications.

The outcome of this procurement is to provide flexibility, to ensure that the Council is able to access a selection of devices to meet its business needs, for both staff and Members. It will be designed to allow the specifications to change over the life of the contract, as device models are replaced, but also cater for new device-types as they arise within the personal computer device category.

Financial Implications

The expected budget requirement for a full End-User Device refresh is expected to be circa £6million if purchased upfront. A budget is available and has been allocated within the current Asset Management Reserve for this. The current ongoing device-support arrangements are included in the technology budgets and are delivered by Cantium Business Solutions. If the strategy and procurement led to a leasing or Device as a Service solution, the money provisioned within the reserve, along with the annual budgets within the Council for ongoing device support, would be used to meet annual costs.

Legal Implications

Legal advice will be sought in relation to the contract award.

Equalities implications

An EQUIA will be completed.

Data Protection implications

A DPIA assessment will be undertaken.

Cabinet Committee recommendations and other consultation:

A paper was presented to the July 2021 Policy and Resources Cabinet Committee and the proposed decision was discussed and endorsed by the Committee.

Any alternatives considered and rejected:

Other options considered:

1. Maintain current stock for a further 12 months - current policy is to hold laptop stock for four years and desktop PCs for five years. The current kit has a warranty for three years, with the volume of laptop repairs increasing for the older devices over the last 12 months. Older devices (2016/17 stock) are now needing frequent hardware support and maintenance, as well as being unable to support key modern workplace software tools (Microsoft Teams, etc).

As part of the strategy and procurement process, we will also consider the options for Device as a Service (which also encompasses device management) as well as a more traditional lease arrangement, alongside a purchase of the hardware and the current management arrangements.

Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:

None.

Signed by Mr Oakford

13 August 2021

.....
signed

.....
date