
REPORT FOR: **CABINET**

Date of Meeting:	13 February 2020
Subject:	Strategic Review of Education IT System
Key Decision:	Yes
Responsible Officer:	Paul Hewitt, Corporate Director of People
Portfolio Holder:	Cllr Christine Robson – Portfolio Holder for Young People and Schools Cllr Adam Swersky – Portfolio Holder for Finance and Resources
Exempt:	No – but Annex A is exempt by virtue of paragraph 3 of part 1 of schedule 12a of the Local Government Act 1972 (as amended) in that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).
Decision subject to Call-in:	Yes
Wards affected:	All wards
Enclosures:	Business Case: Strategic Review of Education IT System Annex A : Financial Information (Exempt)

Section 1 – Summary and Recommendations

This report sets out options for the Education IT system in the context of the organisational IT strategy to move to cloud-based systems wherever possible.

Recommendations:

That

(1) the Corporate Director of People and the Corporate Director of Resources, following consultation with their respective Portfolio Holders, be authorised to approve the award of the contract by way of direct award to Capita One for 3 years, with an option to extend for a further year, and migrate to Capita One's cloud-based 'Software as a Service' offer via the Kent Commercial Services (KCS) Framework or other appropriate procurement route;

(2) In the event that the preferred option set out in 1 above is not possible, the current arrangements continue with Capita One on site, and appropriate support for the system be included in the new Corporate IT model, which will be in place from October 2020.

Reason:

This recommendation will bring the Education IT system into line with the Corporate IT Strategy. The total cost over 3 years is set out at Annex A and is lower than the cost for keeping the system on site. A tactical short-term renewal with the current supplier will enable a fuller review of the current system and alternative systems, and allows for testing of the market in the medium term.

Section 2 – Report

The Education IT system, Capita One, is one of the Council's main IT systems. In preparation for changes in IT arrangements at the Council, and the introduction of a disaggregated model, the system has been reviewed to bring it into line with the Corporate IT Strategy and to achieve the best value for money in terms of the costs of the software and infrastructure. This report sets out options for the system.

Options considered

The options considered in the business case are

- Renewal of the contract and keeping the system on site
- Renewal of the contract and moving the system to a cloud-based service at the earliest possible opportunity
- Full market testing

Current situation

The Education IT system is currently provided by Capita One and is used throughout Education Services. It is also the main system for the Youth Offending Team and used as a secondary system throughout other areas of Children Services.

Why a change is needed

The current IT contract expires at the end of October 2020. It is necessary to either include support for each system in the new IT arrangements or, in line with Corporate IT Strategy, move to a cloud-based service. This report

considers the cost of moving to the cloud compared with keeping the system 'on premise'.

Performance Issues

The Education IT system is used to provide a wide range of performance information in relation to our schools and related services, and to the Youth Justice Board. Only systems which are capable of meeting our statutory and local performance requirements are considered.

Environmental Implications

There are no environmental impacts arising from the recommendation.

Data Protection Implications

The Education System is required to be secure and compliant with data protection law. This is a requirement when entering into a contract with any IT supplier and in the day-to-day operation of the system. The system holds records for all Harrow school children and vulnerable children and young people and is therefore subject to a high level of security and data protection.

Risk Management Implications

Risk included on Directorate risk register? No
Separate risk register in place? Yes

A full set of risks and mitigation are found in Appendix 5 of the Business Case. The recommended option mitigates against the risk of increasing costs from keeping the system in the Council's data centre and strengthens resilience and disaster recovery. It also includes out-of-hours upgrades and hardware improvements which would otherwise have to be covered by the local authority.

Procurement Implications

The route for procurement for the recommended option is via the KCS Framework which allows for a direct award. This procurement route is compliant with the Public Contract Regulations 2015 and consistent with the key principles of transparency, equality of treatment, fairness and is non-discriminatory

Legal Implications

Legal notes that the procurement process as detailed within this report in terms of calling off from the Kent Commercial Services Framework will be conducted in accordance with the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules.

The contract with Capita One will be subject to review and approval by HB Public Law prior to finalisation. Working with Procurement colleagues, the project team will seek legal advice on strengthening the terms and conditions of the proposed Call-Off agreement, to ensure service quality. The terms and conditions will also include penalties applied to the supplier should they fall below required standards.

Financial Implications

The total capital cost will be met from within the existing capital budget held for transformation projects within the Resources Directorate.

The total revenue cost of the recommended option will be met from within the existing revenue budget. This is subject to the contract terms which are currently being negotiated with Capita.

Equalities implications / Public Sector Equality Duty

There are no equalities implications relating to this decision.

Council Priorities

The recommended option is in line with the following Council priority

Modernising Harrow Council

and specifically;

- Deliver excellent value for money services
- Use technology and innovation to modernise how the Council works

Section 3 - Statutory Officer Clearance

Name: Jo Frost



on behalf of the
Chief Financial Officer

Date: 17th January 2020

Name: Sarah Inverary



on behalf of the
Monitoring Officer

Date: 31st January 2020

Name: Lisa Taylor



on behalf of the
Head of Procurement
Nimesh Mehta

Date: 31st January 2020

Name: Charlie Stewart



Corporate Director

Date: 31st January 2020

Ward Councillors notified:

**NO, as it impacts on all
Wards**

EqIA carried out:

NO

EqIA cleared by:

Not required as moving
system to cloud-based has
no impact in terms of
equalities.

Section 4 - Contact Details and Background Papers

Contact: David Harrington, david.harrington@harrow.gov.uk
tel: 020 8420 9428

Background Papers: None

**Call-In Waived by the
Chair of Overview and
Scrutiny Committee**

NO