

BRECKLAND DISTRICT COUNCIL

Report of Maxine Omahony, Executive Director for Commissioning & Governance

To: General Purposes Committee – 17 September 2014

Author: Kevin Rump – ICT/Customer Manager

Subject: Additional Resource Request in line with External Transformation Bid Fund (£385k)

Purpose: The purpose of the report is to seek authority to progress an increase to the ICT establishment for a temporary post using external bid funding.

Recommendation(s):

Option 2: Utilise funds from the Shared Management ICT External Bid Funding to recruit a part-time 12 month contracted ICT Project Manager

1. Introduction

1.1 Background

- 1.1.1 The Brandon Lewis External Bid funding of £385k obtained by Breckland/South Holland in 2014 allocated funds for the recruitment of a temporary resource to assist in projects.
- 1.1.2 Resource is required to project manage a number of work packages identified in the programme, including Shared Management ICT, Citrix, MS Exchange upgrades and wireless projects
- 1.1.3 The budget allows for a temporary part-time ICT project manager for 12 months. The overall resource budget indicated at the time of the report was £60k which can be used for direct resource (as in this post) or utilised to pay for supplier resource to support the projects identified. This request is utilising part of this budget.
- 1.1.4 The post would directly report to the ICT Shared Service Manager and would be independent of the partners – Norfolk County Council and Compass Point.
- 1.1.5 The post would be based at Breckland but with a responsibility to manage ICT projects beneficial to both Breckland and South Holland in line with the bid funding proposal.
- 1.1.6 The post would be employed through Breckland Council and will increase the establishment by 1 post for 12 months but using external funding.

2. Options

Option 1: Do nothing

Option 2: Approval to increase establishment in ICT by 1 post utilising external bid funding to support the programme of works for 12 months

3. Reasons for recommendations

Recommendation

Option 2: Approval to increase establishment in ICT by 1 post utilising external bid funding to support the programme of works for 12 months

Reasons for recommendation

- It allows for greater traction and management of remaining key work packages in the ICT shared management programme
- It utilises funds for resource where proposed under the Brandon Lewis Funding.

4. Expected Benefits

- Allows greater traction on projects identified in the funding bid.
- Seeks to increase capability and capacity to deliver more

5. Implications

5.1 Carbon Footprint / environmental Issues

N/A

5.2 Constitution & Legal

N/A

5.3 Contracts

Staff Contract: 12 month staff contract will apply

5.4 Corporate Priorities

N/a

5.5 Crime & Disorder

N/a

5.6 Equality and Diversity / Human Rights

N/a

5.7 Financial

It is intended to utilise funds from the Brandon Lewis External Bid funding to support this programme of works. The resource costs are based upon an estimate of 3 days per week for 12 months. Any unused budget will either be released back to the Brandon Lewis capital programme

5.8 Health & Wellbeing

N/a

5.9 Risk Management

Limited risk based on a temporary contract with 1 month notice for both parties

5.10 Staffing

Yes there is an increase to the establishment and post will be employed by Breckland

5.11 Stakeholders / Constitution / Timescales

The programme of work is already backed by both councils as described in the Transformation Challenge Award.

5.12 Other

N/a

6. Wards/Communities Affected

N/a

6.1 **Acronyms**

N/a

7. **WARDS/COMMUNITIES AFFECTED**

N/a

Background papers:-

- Transformation Challenge Award

Lead Contact Officer

Kevin Rump, ICT/Customer Manager

Director / Officer who will be attending the Meeting: As above

Key Decision: No

Exempt Decision: No

This report refers to a Mandatory Service / Discretionary Service: Discretionary

Appendices attached to this report: N/a