

## Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

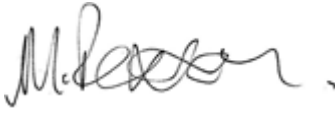
<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input checked="" type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Director of Resources		
<b>Contact person:</b>	Andrew Byrom, Deputy Chief Digital & Information Officer.		Telephone number: 01133784339
<b>Subject<sup>2</sup>:</b>	Integrated Digital & Information Service (IDS) 2023/24 Digital Scheme covering: <ul style="list-style-type: none"> <li>• Essential Services Programme (ESP) ICT Infrastructure refresh/upgrade.</li> <li>• Digital Efficiencies Programme (DEP) to support the introduction of digital capabilities across the council.</li> <li>• Cloud Transformation Programme – to ensure compliance, application refresh, consolidation and modernisation of the current ageing estate onto Cloud solutions.</li> </ul>		
<b>Decision details<sup>3</sup>:</b>	<p>What decision has been taken?            (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Director of Resources gave approval to incur expenditure of £8,180K on the 2023/24 programmes,</p> <ul style="list-style-type: none"> <li>• Scheme 33232/000/000. £5,680k essential corporate ICT infrastructure upgrades (ESP) for 2023/24.</li> <li>• Scheme 33233/000/000. £2,500k consisting of essential work required to the Council's key business applications to ensure they are up to date and compliant and to fund Digital Efficiencies. This includes investments to ensure compliancy for GDPR and PSN. This significant investment in the Cyber agenda will help ensure that the ongoing threat to our information and systems is minimised. Expenditure will allow the council to retire and replace end of life and non-compliant critical corporate reporting</li> </ul>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>capabilities. It will also allow the council to have a planned programme of application consolidation, refresh and retirement which will afford the potential for financial savings in hardware, software, support and maintenance costs and will keep the estate compliant.</p> <p>This expenditure includes the engagement of specialist internal and external resources and the associated project management to implement this scheme.</p>
	<p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>The IDS Digital Scheme comprised of the following programmes - Essential Services Programme (ESP), Cloud Transformation Programme &amp; Digital Efficiencies Programme (DEP). These were established to enable the Integrated Digital Service (IDS) to undertake a continuous annual programme of upgrade and refresh of Leeds City Council's extensive core ICT and Application infrastructure. As a general principle, IDS ensure that our ICT hardware and software are operated as long as feasibly possible before being replaced or upgraded. However, there are major elements of investment and refresh required over the coming year as outlined in this report.</p> <p>In particular, the Council is in the process of undertaking a Cloud Transformation Programme which will move technology from on premise to the cloud. This will be a multi-year programme which will be reflected in ESP and Cloud funding over that time as investments in on premise technologies reduce as we start consuming cloud technologies. We will continue to invest in 'Cyber/IG' processes and solutions to help ensure that the ongoing threat to our information and systems is minimised. We will continue to refresh our desktop estate to ensure we keep our overall infrastructure up to date, we will invest into different technologies like Mac and Apple.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>IDS has a legal requirement to ensure the council's network, infrastructure, hardware and software is safe, secure, compliant and fit for purpose and as such has to procure and implement solutions that support this requirement.</p>
<p><b>Affected wards:</b></p>	<p>ALL</p>
	<p>Executive Member Councillor Coupar</p>

<b>Details of consultation undertaken<sup>4</sup>:</b>	Ward Councillors N/A	
	Others N/A	
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Andrew Byrom, Deputy Chief Digital & Information Officer – From April 2023	
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:- Date to be confirmed	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
<b>Publication of report<sup>6</sup></b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> The Director of Resources Mariana Pexton	
	Signature 	Date 17.5.23

<sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

<sup>5</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>6</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>7</sup> See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

<sup>8</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.