

Item 7.2 Councillor IT proposal

Introduction

Councillor IT bid report at the 12th October 2020 Council meeting set out the need to address IT equipment and software. It was suggested that it could be covered by underspend from 2020/21 rather than a bid for 2021/22.

Equipment

The Councillor IT bid included a breakdown of equipment costs, set out below

Capital cost		
Equipment	Description	Capital cost
Laptop x14	Basic laptops at £300	£4,200
IPad x 14	10.2 inch IPad 128 GB - £260 each	£3,653
Tablet x14	Lenovo Tab M10 ZA4G0034GB Tablet (2019) 10.1" 32GB Wi-Fi	£1,960
Note	Tablet requires ongoing support at £36 per tablet = £504 per year (4 years = £2,016) IPAD support included in capital one off cost as we will have a Business Account	

As the equipment should last four years at least, on balance the business case supports I pads.

Software options

Product	Pros	Costs
Board Intelligence / Bookcase	Admin – simple to set up Good support – to be tested but 24/7 telephone for admin and Cllrs Looks good for Cllr set up / intuitive / slick looking Down load report and then access Zoom embedded App based works on all equipment Option of support / joint working with Goudhurst Not supported by Microshade	Set up £0 Annual £4,800
Mod Gov	Admin – simple to set up Good support – to be tested but 24/7 telephone for admin and Cllrs A bit clunky Zoom embedded App based works on all equipment Supported by Microshade	Set up £1,750 Annual £5,000

Ibabs	Admin – simple to set up Good support – to be tested but 24/7 telephone for admin and Cllrs Simple diary view for Cllrs – click on meeting to access report Zoom embedded App based works on all equipment Supported by Microshade Best Value for money	Set up £395 ^a Annual £2,400 (A bundle of 10 Cllrs = £100 per month x 2 = £200 per month x 12 = £2,400)
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A – We have a £600 discount on training costs for being a Microshade customer

Since the IBABS presentation was circulated several points have been raised;

1. Security – IBABS is fully compliant to ISO27001 certification and end to end encryption and used by Europol police and Ministry of Defence
2. Data protection – IBAS are based in Holland, cloud based and fully GDPR compliant with our MSAzure servers in Amsterdam and Schiphol (mirrored for backup)

This meets all requirements under UK law but should things change re Brexit (unlikely as GDPR and EU servers is stipulated under UK law) then they will move all UK business to London.

3. Contract – they normally offer a one year rolling contract but are happy to offer longer if we wish – 3 – 4 years. It has a 3-month notice period

On balance the business case favours IBABS

Funding

It was suggested to fund the equipment and software from 2020/21 budgets rather than 2021/22.

The Historic Hawkhurst project is on hold in 2020/21 as it is not appropriate for KCC archivists to come to the office and scan documents in the current COVID 19 crisis.

Therefore, it is proposed to transfer the “Historic Hawkhurst” £3,000 budget for 2020/21 to the administration capital cost budget to make a total of £7,000.

Therefore, we have sufficient funding to cover the office IT equipment, one off cost of the 14 Ipads (£3,653), Software set up / training costs (£395) plus 3 months of the software cost (£600). We will need to ensure the ongoing software costs are included in the budget moving forward.

Proposal

It is proposed to;

- Transfer £3,000 from the Historic Hawkhurst project to the Administration capital item budget code

- To purchase 14 I pads at a total of £3,653
- To appoint IBABS on a four-year contract and seek to implement in the new year 2021 £995
- To budget for ongoing IBABS costs moving forward