


Cabinet	 TOWER HAMLETS
8 September 2021	
Report of Kevin Bartle, Interim Corporate Director - Resources (Section 151 Officer)	Classification: Part exempt (Appendix)
Town Hall IT Infrastructure	

Lead Member	Councillor Ronald, Cabinet Member for Resources and Voluntary Sector
Originating Officer(s)	Adrian Gorst
Wards affected	All wards
Key Decision?	No
Reason for Key Decision	N/A
Forward Plan Notice Published	29 July 2021
Strategic Plan Priority / Outcome	All

Executive Summary

The Council moves into the Town Hall in Whitechapel in 2022 and this report seeks Cabinet authority to procure the necessary IT hardware, software and services to ensure colleagues, partners and visitors can access the applications and data they need.

Recommendations:

The Cabinet is recommended to:

1. Approve the competitive procurement of IT hardware, software and services to enable the move to the Town Hall in 2022.
2. Authorise the Interim Corporate Director Resources to enter into such agreements as are necessary to give effect to the matters referred to in this report subject to the Council's Procurement Procedures.

1 REASONS FOR THE DECISIONS

- 1.1 The Town Hall IT infrastructure is an essential part of the new Town Hall and without it we will not be able to relocate staff or services.
- 1.2 Competitive procurement allows us to secure the best technology at the

most advantageous price.

- 1.3 Early approval mitigates against the risk of delays due to Brexit, the pandemic and shipping issues. It also allows suppliers to plan ahead and may secure lower pricing than would be available at shorter notice.

2 ALTERNATIVE OPTIONS

- 2.1 It may be possible to procure the necessary hardware, software and services through existing suppliers and contracts. This is not recommended as we may not secure the best technology at the most advantageous price without competition between suppliers.
- 2.2 If we do not start procurement in the early Autumn we may not have essential IT services in place and the move to the new Town Hall may be delayed and a “rush-job” nearer the time is likely to be more expensive.

3 DETAILS OF THE REPORT

- 3.1 The Council is relocating services and staff to the new Town Hall in Whitechapel in 2022 and requires wired and wireless network connectivity throughout the building to allow members, visitors, partners, and colleagues to connect to the internet and applications and data.
- 3.2 While the cabling within the building is included in the build contract, the switches and wireless access points that allow devices and users to connect to the internet, applications and data are not included in the build contract.
- 3.3 The IT service therefore needs to design a solution, procure switches and wireless access points and have these installed and tested in the new Town Hall before the Council relocates any staff or services.
- 3.4 These items will provide connectivity for all users of the new Town Hall.
- 3.5 There are ongoing discussions about additional requirements for specific areas including the Residents Hub, Council Chamber and areas occupied by partners however these will all operate on top of wired and wireless network and decisions on these additional services can be made later.
- 3.6 There is potential for a long lead time for the hardware, software and services as Brexit, the pandemic, and shipping issues have made it harder for suppliers to secure the components they need.
- 3.7 The IT service has secured funding for the necessary hardware, software, and services through the Digital Portfolio Board, Corporate Leadership Team and Capital Board.
- 3.8 Details of the anticipated cost is detailed in Appendix A.

4 EQUALITIES IMPLICATIONS

- 4.1 We have not identified any specific equalities implications.

5 OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
Best Value Implications,
Consultations,
Environmental (including air quality),
Risk Management,
Crime Reduction,
Safeguarding.
Data Protection / Privacy Impact Assessment.
- 5.2 We have not identified any specific statutory implications.

6 COMMENTS OF THE CHIEF FINANCE OFFICER

The proposal is for a competitive process to be undertaken to secure providers for the supply and installation of an IT network in the New Town Hall to ensure best value available. All costs must be contained within approved budgets.

7 COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the legal power to undertake the actions referred to in this report.
- 7.2 The Council has a legal duty to ensure its purchases are subject to competition under the Public Contracts Regulations and the Council's constitution. All purchases will be following a competitive exercise where the winning bidder has been determined as a result of the application of pre-advertised evaluation criteria in order to ascertain Best Value as well as to satisfy the procurement law.
- 7.3 The Council may also elect to use framework agreements to satisfy the competition duty.
- 7.4 The approval limits in terms of value should be restricted to the sums identified for such purchases detailed in the transformation reserve
- 7.5 The restricted appendix contains information which relates to the Council's budgeting for this project and financial affairs which if known by potential bidders may influence the bidders decisions on pricing and impair the Council's ability to obtain Best Value. This constitutes exempt information under the law. The fact that it is likely that the Council's commercial interests might be prejudiced as a result of the release of the information means that the public interest in maintaining the exemption outweighs the public interest in knowing the information.
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Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

Exempt Appendix – this appendix is listed as exempt in accordance with paragraph 3 of Schedule 12a of the Local Government Act 1972 in that it involves the likely disclosure of exempt information in relation to the financial and business affairs of any particular person (including the authority holding that information).

- EXEMPT: Appendix A - Anticipated Costs

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

- NONE

Officer contact details for documents:

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