

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.

Decision Ref. No:

FCS 185

Box 1

DIRECTORATE :Finance & Corporate Services **DATE:22/11/2016**

Contact Name: Dale Coombs **Tel. No.: 01302 552820**

Subject Matter: Virtualised Oracle Environment

Box 2

DECISION TAKEN:

- (1) To draw down £20,000 of the £110,000 capital investment identified in the capital programme. The £110,000 allocation was identified for the refresh of the current Virtualised Oracle Environment and was approved as part of the Capital Programme 2015/16 to 2018/19 at Full Council on Tuesday 3rd March 2015
- (2) To procure two dell servers to host the Capita One Oracle database.
- (3) To engage with the councils incumbent Oracle solution provider for one-off professional services to ratify the new oracle environment design.

Box 3

REASON FOR THE DECISION:

The Council's current Virtualised Oracle Environment is approaching end of life (Nov 2017) and a replacement solution comprising of hardware and software is required. At the time of the capital programme being approved ICT's approach was to replace the current solution on a "like for like" basis however this approach is no longer valid due to application vendors such as Capita One and Northgate not fully testing their solutions on an Oracle Solaris solution. Due to these changes ICT will implement an Oracle Windows solution to replace the current Oracle Solaris solution, this solution will be fully tested and supported by application vendors and will ensure that risk to disruption of service is reduced.

The procurement of the Dell servers will be via call off under Crown Commercial Services framework RM1054/RM3733 to meet current contract procedure rules.

The procurement of professional services will be via direct award with one written quotation as the value will be below the £5000 threshold of the current contract procedure rules.

There are a number of key applications hosted on the current Virtualised Oracle Environment, the decisions in this ODR will deliver a solution for the Capita One application used by Learning & Opportunities: Children & Young People. The other key applications such as Northgate Revenues and Benefits and OLM CareFirst will be addressed at a later date to coincide with scheduled upgrades. There will be budget requirements for the other key applications for which individual ODR's will be circulated.

Box 4**OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:****(1) Migrate Oracle database for Capita One to the Corporate Virtualisation Solution (VMWare).**

Whilst this option is technically possible it was dismissed as there is a significant risk of Oracle licensing being non-compliant due to Oracle's complex license usage rights and terms and conditions meaning that it is almost impossible to get agreement that Oracle databases hosted in VMware is fully compliant. If Oracle were to audit Doncaster Council and deem the licensing non-compliant this would leave the council facing a significant financial penalty.

(2) Replace the current Virtualised Oracle Environment on a "like for like" basis.

This option was dismissed as application vendors are not carrying out full testing on a Solaris Oracle environment therefore upgrades to key applications would be deployed without the desired level of testing being carried out. This option has the potential to cause severe disruption the key applications and services to residents and service users.

(3) Recommended Option - Replace the Virtualised Oracle Environment with Windows Servers utilising Oracle RAC (Real Application Cluster).

This option fully meets the license usage rights and terms and conditions and the application vendors fully test their software on this solution.

Box 5**LEGAL IMPLICATIONS:**

Section 1 of the Localism Act 2011 provides the Council with a general power of competence, allowing the Council to do anything that individuals generally may do. Section 111 of the Local Government Act 1972 gives the Council the power to purchase goods and services.

The report author has advised that the serviced will secured through the Crown Commercial Services framework RM1054/RM3733. Frameworks are arrangements set up in accordance with EU procurement rules, which will allow the Council to purchase the services without the need to run a separate tender.

The Council must adhere to strict compliance with the rules of the Crown Commercial Services framework RM 1054/PM3733 if this procurement is to be compliant with EU Regulations.

Following contract signature, the project manager should be completely familiar with the contractual terms in order to protect the interests of the Council and enforce any terms as and when necessary.

Name: Nicky Dobson Signature: _____ Date: 2nd March 2017

Signature of Assistant Director of Legal and Democratic Services (or representative)

Box 6**FINANCIAL IMPLICATIONS:**

The Finance and Corporate Service's capital programme contains an allocation of £110k for the Virtualised Oracle Environment project funded by corporate resources (£20k in 16/17 and £90k in 17/18).

As contained in the body of this report £20k is to be drawdown in 2016/17 to allow for the purchase of 2 servers. This will leave the project with an allocation of £90k still to be drawn down which, if any becomes no longer required for this project, will be returned to centrally held Corporate Resources and allocated to other Council priorities.

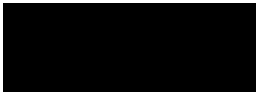
There will be no on-going revenue costs associated with the servers as they come with support and maintenance included in the initial purchase price for their expected life span.

Name: Adele Beasley **Signature:** by email **Date:** 02/02/17

**Signature of Assistant Director of Finance & Performance
(or representative)**

Box 7**HUMAN RESOURCE IMPLICATIONS:**

There are no HR implications associated with this report

Name: Kevin Mills **Signature:**  **Date:** 3rd February 2017

Signature of Assistant Director of Human Resources and Communications (or representative)

Box 8**PROCUREMENT IMPLICATIONS:**

The author details the routes in which the service area intend to utilise in realising the projects outcomes, which consist of existing framework agreements and direct award for under £5000 appointments.

The routes identified are compliant with the Councils CPR's and EU legislation and therefore do not pose any obstacles in the projects delivery.

Suitable contract award notices will be required to record all appointments upon completion.

Name: S Duffield **Signature:**  **Date:** 01/03/17

**Signature of Assistant Director of Finance & Performance
(or representative)**

Box 9**ICT IMPLICATIONS:**

The recommended option in this ODR is in line with the requirements of the essential upgrading of business critical ICT infrastructure with subsequent agreed capital funding by Full Council to meet the requirements.

All decisions including the recommended decision have been developed in conjunction with the Technical Design Authority and Enterprise Architect and meet the current ICT Architecture and Standards for the Council and Local Government.

The delivery of this project will require co-ordination by the ICT Management Team to ensure it does not conflict on critical other pieces of work and minimises disruption to Service Users. Where disruption will be experienced, this will need communication by the Project Team.

Name: Paul Gordon Signature: Paul Gordon Date: 22.11.2016
Signature of Assistant Director of Customer Services and ICT
(or representative)

Box 10**ASSET IMPLICATIONS:**

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets.

Name: Gillian Fairbrother (Assets Manager, Project Co-ordinator)
Signature: By email **Date:** 2nd February, 2017

Signature of Assistant Director of Trading Services and Assets
(or representative)

Box 11**RISK IMPLICATIONS:**

To be completed

If the recommended decision is not taken then the risk of service disruption to the Capita One system is greatly increased as the current hardware is approaching end of life and support. If service disruption is encountered it will reduce the operational effectiveness of the council's education service area and may lead to statutory requirements being unable to be met within set timescales.

Box 12**EQUALITY IMPLICATIONS:**

There are no equality implications.

Name: Dale Coombs Signature: D. Coombs Date: 22.11.2016
(Report author)

Box 13
CONSULTATION

The following consultation have taken place in completing this ODR:

- ICT Governance Board (IGB)
- ICT Programme Board
- Head of ICT
- Head of Digital
- Finance Manager – Finance & Corporate Service
- Assistant Director: Customer, Digital & ICT

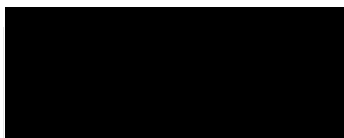
INFORMATION NOT FOR PUBLICATION:

Publish in full

It is in the public's interest to be aware of this decision record under the Freedom of Information Act 2000, therefore this decision will be published in full, redacting only signatures.

Name: Sarah Marshall **Signature:** By email **Date:** 3rd March 2017
Signature of FOI Lead Officer for service area where ODR originates

Box 15



Signed:  **Date:** 3rd March 2017
Assistant Director – Customer, Digital & ICT

Signed: R. Smith _____ **Date:** 3rd March 2017
Additional Signature of Chief Financial Officer or nominated representative for Capital decisions (if required)

- This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.
- A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.
- A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.
- A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox