

JOINT COMMITTEE

Date: 25th June 2015

Accommodation and ICT Hosting Relocation Update

Recommendation

That the Joint Committee notes the progress on the change in accommodation and the migration of ICT hosting from Bromsgrove to Wyre Forest.

Background

As members will recall a decision was made to relocate the operating base from Wyatt house to Wyre Forest house at the joint Committee meeting on 27th November 2014.

The move to Wyre Forest house was project managed by Wyre Forest staff and was successfully completed on 20th March 2015 and WRS now occupies 58 workstations at the new location.

In conjunction with the change in accommodation the hosting of ICT for WRS was to move from Bromsgrove to Wyre Forest with a full transition target date of 1st July.

Report

The move to Wyre Forest house was successfully carried out on the 20th March and Wyatt House vacated at the same time and the Keys handed to the new owners/occupiers prior to the expiry of the lease on the 31st March. The Building was cleared and under the project management of Wyre Forest colleagues surplus furniture and fittings were disposed of to partners and then to charities.

All file storage has been transferred to Wyatt House and a secure store for seized goods as well as other equipment stores is available on site.

Telephony at the new site was available from day one and worked well using the existing number so the public were not aware of any change.

The licence agreement for the premises has been completed

with an overall cost for the accommodation plus storage at £60,000 pa. Compared with a total of £186,000 at Wyatt House offering a considerable saving to the service.

Staff are settling into the new accommodation and the feedback received is overwhelmingly positive.

In Tandem with the decision to relocate a decision was made to transfer the hosting for ICT from Bromsgrove to Wyre Forest with a target date of 1st July.

A project board consisting of representatives from the current and proposed hosts and WRS was established to ensure a smooth transition

At its last meeting on 14th May the project plan was reported to be on target with no costs which cannot be dealt with outside of allocated budgets, and it was reported that:

- GIS software had been successfully downloaded and training was being arranged for both WFDC and WRS staff.

Note however that GIS due to its complexity was identified as the highest risk factor in the transition process.

- Servers have now been built
- MoU signed off by Bromsgrove (will show how the two will work together in future)
- Citrix server now built

The project plan is currently on target and within allocated budgets with some risk around the GIS part of the project.

Financial Implications

There are currently no financial implications as all work can be carried out within allocated budgets.

Contact Points

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Background Papers

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