

Policy and Resources Committee

Date:	11 June 2013
Title:	New Server
Purpose of the Report:	To agree to the purchase of a new server and software
Contact Officer:	Morag Robinson, Office Administration Manager

Background

IT is critical for the operation of council business and cannot be just left once installed. The systems, equipment and software are reviewed annually as detailed within the IT Service Planning Budget 2012 – 2016. The server is the central hub of the IT system and is responsible for supporting the entire Town Council’s infrastructure. It stores all user files like Word, Excel and PowerPoint documents in addition to certain software applications like the Council’s accounting and database systems whilst operating the email for the Council.

The server that currently supports the Council’s infrastructure is now six years old and requires replacing as IT software has moved on and the cost to support the annual maintenance care pack is becoming more expensive year on year. The server software programme i.e. Microsoft Back Office Small Business Server 2003 is now being discontinued and is being replaced by Microsoft Windows Server 2012 standard. It is anticipated that Microsoft will withdraw its maintenance support in the near future which will leave the server vulnerable if the operating system fails i.e. very expensive to repair and could lead to a total shutdown of our IT system rendering it impossible for the Council to function on a daily basis. The new generation of Microsoft windows networking software is recommended by the Council’s IT supplier as it will make full use of the new hardware by being faster and more efficient to use. It makes good business sense that in the future the server should be replaced every five years.

The proposal is therefore for the Town Council to purchase a new server that will result in a one off capital cost which will include maintenance cover for the next three years by providing a parts and labour care pack guaranteeing a four hour response time to any fault.

Risk Assessment

Risk	Assessment
Damage to physical assets	The server may crash and essential data may be lost
Loss of essential services	The Council may not be able to function on a day to day basis if the server is not replaced
Additional Costs Incurred	The Council will be liable to purchase replacement parts if the server fails

Resource Appraisal

Equipment	Capital
HP ML300 Series Tower File Server with 32GB RAM (Upg 384GB)	3500
2 x 1TB USB Hard Disks – weekly backup	180
3 Year 13x5 Parts and Labour Care Pack	495
Microsoft Windows Server 2012 Standard Software & 15 Licences	3100
Installation and setup (additional £500 added in as contingency fig)	3495
TOTAL COST	10,770

Legal Powers: Local Government Act 1972 S111

Recommendation:

The Committee is asked:

- i) To approve expenditure of £10,770 from the Capital Rolling Fund for the new IT Server.***