

Operational Decision Record

Publication Date 06/10/22	Decision Reference Number 4738
Decision Title: Licencing of Nottingham Performing Arts Library Service IT system for use by Hertfordshire County Library Service	
Decision Value £38,000	
Revenue or Capital Spend? – Revenue Income	
Department: Residents Services	
Contact Officer (Name, job title, and contact details)	
Stephen Chartres, Performance & Improvement Manager, stephen.chartres@nottinghamcity.gov.uk 01159863698	
Decision Taken	
<ol style="list-style-type: none">1. To Authorise the licencing of the Nottingham Performing Arts Library Service IT system to Hertfordshire County Council for their use to deliver a their Performing Arts Library Service2. Enter into a maintenance agreement for hosting of the system by Nottingham City Council for a minimum period of 3 years up to a maximum period of 5 years3. Nottingham City Council to host the system through Microsoft Azure platform	
Reasons for Decision and Background Information	
<p>Nottingham City Council Library Service has been running a nationally recognised and award winning Performing Arts Library Service (NPALS) for 6 years, generating a significant income return for running the service across the East Midlands.</p> <p>In 2019 Nottingham City Council secured a contract with Surrey Performing Arts Library Service for the licencing, IT development work, hosting and maintaining the IT system. (delegated decision 3544)</p> <p>On the back of Nottingham's national reputation for the service and IT system and successful delivery of the Surrey contract (one of the largest providers in the UK) discussions have taken place with Hertfordshire County Council Library. This has</p>	

resulted in an agreement for the licencing of the NPALS IT system, for a contract period of up to 5 years - with a total income for the Council of £38,000 over the 5 years.

The IT team has the infrastructure and resources to be able to host and maintain the IT system over the 5 years period and has, in partnership with the Library Service, 3 years' experience of delivering an existing external contract.

This agreement not only provides a small commercial return for the IT system developed in-house, but is a further significant strategic development for NPALS, with another large local authority provider.

Securing this agreement using this common IT platform, provides a strong platform for further opportunities working with other local authorities providing a similar service and offering a sustainable solution for the delivery of this hugely important service for music and drama groups across the UK

Other Options Considered and why these were rejected

Do Nothing: Not entering into this contract would result in lost opportunity to generate a commercial return on investment from developing the IT system, as well a missed opportunity to further profile of the service nationally, by working in partnership with another significant provider of this specialist library service provision

Reasons why this decision is classified as operational

This decision is a continuation and expansion of as successful operational service delivered by the library service working in partnership with IT

Additional Information

Finance Advice

Over the period of 5 years of this licence and maintenance agreement, the Council will receive income totalling £38,000 to reflect the input by the Council's Library and Information Technology teams, and this will be applied to the financial years the services are delivered. Of the income to be received £13k will be allocated to the Library Service and £25,000 will be allocated to the IT Service.

The income to be received is included in the approved Medium Term Financial Plan. In the event that this arrangement does not progress, the teams will need to secure alternative income and / or reduce expenditure accordingly.

Advice provided by Maria Balchin (Senior Commercial Business Partner) on 16/09/2022.

Legal Advice:

The proposals in this report raise no significant legal issues and are supported.

The Council can, in accordance with its powers under s.93 of the Local Government Act 2003 and s.1 of the Localism Act 2011 charge up to full cost recovery for discretionary services. The proposed licence and maintenance arrangement described in this report will enable it easily deliver the system the Council has already created internally to Hertfordshire whilst providing an income to the Council to cover costs of delivery and amendments required to facilitate its expansion.

Legal services has assisted the report author in the preparation of appropriate contractual arrangements with Hertfordshire alongside IT colleagues who have created the system in order to reflect the Council's offering and protect its proprietary rights in the system created.

Advice provided by Dionne Claire Screamon (Solicitor) on 20/09/2022 .

IT Advice

The IT Service supports the proposals contained within this delegated decision. The Council has invested effort in the development of the Performing Arts Library System (PALS) and it satisfies a niche which is not adequately served by the current market. The presentation of a 'cloud' based solution that another a local authority can use provides benefits to all parties. The technology base of PALS is that the Council is pursuing strategically for all in house developed applications.

The PALS application is written in the standard programming languages in use by the Council and is based on standard database technology. This means that technical support for the application will be available for the planned life of the contract by the Council's IT Service, for which it will receive an annual fee. The application and data will be wholly based in the Microsoft Azure environment provided through the Council's Microsoft Enterprise Agreement. Contractual arrangements are in place for this environment now until 2025. The Council's ICT Strategy is to migrate existing applications to Microsoft technologies and Microsoft are promoting use of its Azure environment as an alternative to 'on prem' technologies. Given both the Council and Microsoft's current direction of travel it is expected that when the current contract for Microsoft technology expires in 2025 it will be replaced by a further 3 year contract. This will assure the environment for PALS beyond the current proposed delivery period.

Advice provided by Alex Billing, IT Infrastructure Manager on 16/09/2022.

Decision Maker (Name and Job Title)

Frank Jordan, Corporate Director of Residents Services



Scheme of Delegation Reference Number

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Date Decision Taken

28/09/22
