

**REQUEST FOR DMPC DECISION – PCD 194****Title: Intranet Replacement Project****Executive Summary:**

This paper seeks approval for the drawdown of £692,056 capital funding to complete the Intranet Replacement Project. The funding will allow for the full scope of the project to be delivered including all benefits realisation and ensuring going forward the MPS has a robust, resilient intranet running on current software and is able to meet future MPS needs. Additionally, to agree to delegate approval authority to the Commercial Director for Change Notes up to the value of £500,000 for the intranet contract with CDS Ltd.

**Recommendation:**

The DMPC is asked to

1. Approve the drawdown of £692,056 capital funding to complete the Intranet Replacement project.
2. Agree to delegate approval authority to the Commercial Director for Change Notes up to the value of £500,000 for the intranet contract with CDS Ltd.

**Deputy Mayor for Policing And Crime**

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

**Signature****Date**

## **PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC**

### **Decision required – supporting report**

#### **1. Introduction and background**

- 1.1. The intranet is the main source of MPS information for over 50,000 officers, staff and volunteers. Release 1 of the new Intranet launched in January 2016, with Release 2 due in April 2016 which would have seen the completion of the Intranet Replacement project. The Intranet Replacement project is now due to complete in August 2017.

#### **2. Issues for consideration**

- 2.1. The Intranet is a key information tool for the MPS. A number of key centralised systems such as MetBATS, PeoplePages, the Directory, SOPS and MPS policies are all located on the intranet.
- 2.2. See the Part 2 for details.

#### **3. Financial Comments**

- 3.1. The MPS requires capital funding of £692,056 to enable the completion of the Intranet Replacement project. This funding is provided for in the capital plan.
- 3.2. Further details are discussed in the Part 2.

#### **4. Legal Comments**

- 4.1. There are no legal implications arising from this report.

#### **5. Equality Comments**

- 5.1. There are no direct equality or diversity implications arising from this report

#### **6. Background/supporting papers**

- 6.1. Report.

**Public access to information**

Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. Part 1 of this form will be made available on the MOPAC website within 1 working day of approval. Any facts/advice/recommendations that should not be made automatically available on request should not be included in Part 1 but instead on the separate Part 2 form. Deferment is only applicable where release before that date would compromise the implementation of the decision being approved.

**Part 1 Deferral:**

Is the publication of Part 1 of this approval to be deferred ? NO

**Part 2 Confidentiality:** Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **part 2** form – Yes

If yes, for what reason: EXEMPT under Article 2(2)(a) of the Elected Local Policing Bodies (Specified Information) Order 2011.

**ORIGINATING OFFICER DECLARATION:**

<b>Head of Unit:</b> The Head of Strategic Finance and Resource Management has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓
<b>Legal Advice:</b> The MPS legal team has been consulted on the proposal.	✓
<b>Financial Advice:</b> The Head of Strategic Finance and Resource Management has been consulted on this proposal.	✓
<b>Equalities Advice:</b> No Equality and Diversity issues identified.	✓

**OFFICER APPROVAL****Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature

R. Lawrence

Date

25/4/17



**Intranet Replacement Project – Drawdown of Capital Funding Request  
Business Justification Paper**

**Investment Advisory Board 06<sup>th</sup> April 2017**

**Report by Angus McCallum on behalf of the Deputy Commissioner**

**EXECUTIVE SUMMARY**

The intranet is the main source of MPS information for over 50,000 officers, staff and volunteers. Release 1 of the new Intranet launched in January 2016. Release 2, which completes delivery of the new Intranet functionality, was due to launch in April 2016 with disaster recovery, required to provide continuity of service planned to deliver in June 2016. However, delays were incurred due to technical issues, availability of the new datacentre, and higher than forecast SIAM costs leading to an overrun of both costs and timescales. Due to the issues encountered, a drawdown of capital funding from the approved capital plan of OMM Programme 7 – Smarter Working is required to complete the project. The project is now due to complete in August 2017 if the funding requested is approved. A decision is required by 06<sup>th</sup> April 2017.

**PART 1 - Publishable**

**A. RECOMMENDATIONS**

1. Approve **Option 2**, drawdown of capital funding of **£692k**, contained within the approved capital plan for OMM Programme 7 – Smarter Working. This will enable the delivery of the full scope of the project, allowing realisation of all benefits and ensuring that going forward the MPS has a robust, resilient intranet running on current software and able to meet future MPS needs.
2. Agree to delegate approval authority to the Commercial Director for Change Notes up to the value of £500,000 for the intranet contract with CDS Ltd.

**B. SUPPORTING INFORMATION**

**Key Points**

1. The Intranet Replacement Project is part of OMM Programme 7 – Smarter Working. The intranet is the main source of MPS information for over 50,000 officers, staff and volunteers. Currently the new intranet hosts the intranet homepage, news, forums, blogs, Q&As, people finder, people viewer, department pages, department viewer, building pages, and some support content. The remaining content resides on the old intranet and is due to be rewritten and migrated to the new intranet by May 2017.
2. The intranet provides centralised access to systems such as MetBATS (briefings and tasking), PeoplePages, the Directory, SOPs and Policies and a sustained lack of access to these could cause major organisational disruption. The intranet is also a core vehicle for internal communication as the organisation embarks on major transformational change. The guidance content provided by the intranet, once reviewed to be more accurate and user-focused, is also an essential component of the organisation's strategy to support the self-serve of information against the backdrop of reductions in support staff.

3. The Intranet Replacement Project was initiated in 2011/12 and Release 1 went live in January 2016. This project has invested heavily in a new publishing platform and new user experience that will be a vast improvement over the legacy intranet.
4. Release 2 went live on the 2nd November 2016. This has delivered all the page templates required to support migration from the old intranet and new modern functionality that will enable better access to information to officers and staff. This is an enabler for the MPS to achieve the adoption of new digital ways of working. The new intranet is central in supporting this by enabling collaborative working and the flow of communications and information to the workforce wherever they are located.

### Context and Issues

5. A number of issues have arisen during the project resulting in cost and time overrun as follows:
  - a. Technical issues arising with performance and replication;
  - b. Delay in the availability of the new (Hawk) datacentre;
  - c. Increased costs with using SIAM compared to the budgeted Capgemini costs (due to changes associated with the provision of Disaster Recovery services);
  - d. Proposed SIAM costs associated with an upgrade of the Content Management System to the latest version requiring additional architectural changes.

## C. OTHER ORGANISATIONAL & COMMUNITY IMPLICATIONS

### Equality and Diversity Impact (mandatory)

Inclusion, Diversity and Equality Screening		
a)	<input checked="" type="checkbox"/>	Age
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
b)	<input checked="" type="checkbox"/>	Deaf / Disability
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
c)	<input checked="" type="checkbox"/>	Gender Reassignment
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
d)	<input checked="" type="checkbox"/>	Marriage and Civil Partnership (for employment purposes only)
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
e)	<input checked="" type="checkbox"/>	Pregnancy and Maternity
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
f)	<input checked="" type="checkbox"/>	Race
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		

Inclusion, Diversity and Equality Screening

g)	<input checked="" type="checkbox"/>	Religion or Belief
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
h)	<input checked="" type="checkbox"/>	Sex (gender)
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
i)	<input checked="" type="checkbox"/>	Sexual Orientation
The work to be implemented under this Business Justification Paper is likely to be neutral in terms advantage or disadvantage with respect to this category.		
j)	<input checked="" type="checkbox"/>	Other issues
N/A.		

**Financial Implications / Value for Money (mandatory)**

Detailed sections within the Business Justification Paper. Reviewed and approved as part of the approval process.

**Legal Implications (mandatory)**

N/A. No legal implications have been identified.

**Consultation undertaken (mandatory)**

The Strategic Design Authority, Finance, Portfolio Transformation Office, Benefits, Strategic Diversity & Inclusion, Digital Policing and Commercial teams were consulted during the development and approvals of the Business Justification paper.

**Risk (including Health and Safety) Implications (mandatory)**

Risks are documented within the Business Justification Paper.

**Real Estate and Environmental Implications (if relevant to the subject)**

N/A

**Report author:** (Angus McCallum, CIO)

**Background papers:**

**PART 2 – Exempt / Non-Publishable**

The Business Justification Paper is attached. The document is not suitable for publishing and should be considered exempt under Article 2(2)(a) of the Elected Local Policing Bodies (Specified Information) Order 2011. The relevant sections under the FOIA that would exempt this information is Commercial Interest Section 43. The exemption will be reviewed on an annual basis, next review by April 2018.

