Subject:	**IDOX TOTAL LAND CHARGES SYSTEM SERVER MIGRATION**
Date:	**11 January 2024**
Decision to be taken by:	**Mike Davis, Strategic Director (Finance and Housing) and Section 151 Officer**
Report of:	**Andrew Way, Technology Lead**
Portfolio Holder:	**Councillor Jamie Pout, Portfolio Holder for Transport, Licensing and Environmental Services**
Decision Type:	**Executive Non-Key Decision**
Call-in to be Suspended:	**No** *(Call-in does not apply to non-Key Officer decisions)*
Classification:	**Unrestricted**
Delegated Authority:	Delegation C64 to the Section 151 Officer of Section 6 (Scheme of Officer Delegations) of Part 3 (Responsibility for Functions) of the Constitution: 'To authorise new projects up to £50,000 that can be funded within the overall resources of the approved Medium-Term Financial Plan'.
Purpose of the report:	To migrate the Idox Total Land Charges (TLC) system to new servers in the Azure Cloud platform.
Recommendation:	To approve a project for Idox to migrate the Total Land Charges (TLC) system to new servers in the Azure Cloud platform.

1. **Summary**

1.1 Dover District Council (DDC) has decided to move to a preferred Cloud first route for the following reasons:

- Improved Business Continuity and Security
- Enabling digital transformation
- Leveraging new technologies
- Flexibility of infrastructure (coping with high demand periods)
- Readiness for modernisation of systems (SaaS)
- Eventual reduction in capital ICT costs

1.2 This involves moving ICT systems and data from servers managed at Thanet District Council by the (soon to be closed) joint ICT service to "the Cloud". The preferred Cloud solution is Software as a Service (SaaS) which is where the company providing the system would host and manage the solution on their infrastructure. If this is not viable the next preferred option is to host them in DDC's Microsoft Azure Cloud.

1.3 Idox TLC is the case management system used by Land Charges for the processing of LLC1, CON29 and personal searches.

1.4 Idox TLC is currently running on servers in TDC and needs to be moved to Microsoft Azure as part of the ICT disaggregation.

2. **Introduction and Background**

2.1 DDC started the journey to Cloud when migrating to Microsoft 365 late 2019. Since then, we have moved systems to (SaaS) solutions where viable and moved other systems from the TDC datacentre into Microsoft Azure.

2.2 In a previous project to upgrade out of support IDOX systems, the project included moving the systems that were running on out of support servers into Azure. Idox TLC server move was not included in the initial project with Idox as it is installed on a Windows 2016 server operating system, only 2012 servers were included as they were out of support. During the project we requested for it to be added, but Idox were not willing to include it in the existing upgrade project when the ICT disaggregation began.

2.3 Servers were added to DDC's Azure tenant for TLC as part of the works completed by Rock. This project will enable Idox to migrate the TLC applications from old servers in TDC to new servers in Azure.

2.4 Due to the complexity and timelines of the ICT disaggregation and the time required from the infrastructure team to assist with projects for migrations to cloud of various systems, there is a requirement for additional managed service time. This will reduce the pressure from the infrastructure team and give more time to complete knowledge sharing and tasks required for the disaggregation.

2.5 This report is to approve a project for Idox to migrate the TLC application servers in Microsoft Azure.

3. **Identification of Options**

3.1 Option1 – Do not migrate Idox TLC.

3.2 Option 2 – Approve project for Idox to migrate TLC to servers in Azure.

4. **Evaluation of Options**

4.1 The option to not migrate Idox TLC has been considered, but due to the ICT disaggregation, the servers must be removed from TDC datacentre. As resource has already been allocated in the Azure tenant to run Idox TLC, this can easily be migrated by Idox.

4.2 The recommended option is to approve the project to migrate TLC to server in Azure. Moving to Azure will also bring the Council benefits such as improved security and Business Continuity due to redundancy between datacentres across the UK holding DDC data, the ability to scale up/scale down virtual environments on demand to cope with high demand periods and save money during low demand periods. It also helps mitigate issues with legacy operating systems having to be updated and removes utility costs (power, air conditioning) and unexpected large costs if hardware, such as servers fail out of warranty and need replacing.

5. **Resource Implications**

5.1 There is budget allocated in the ICT reserve for this project.

5.2 The work will be completed by Idox so no internal staff resource will be required for the migration of the TLC server. Some testing will be required when the initial test migration is completed before the live migration goes ahead. The testing will be carried out by the Land Charges team.

5.3 Total one-off cost for Idox to complete the TLC server migration to Azure is £4,950.

6. **Climate Change and Environmental Implications**

6.1 Microsoft has committed to focus on four keys areas of environmental impact to local communities – Carbon, Water, Waste and ecosystems.

- 100% renewable energy by 2025
- Water positive by 2030 – replenish more water than we consume by 2030.
- Zero Waste certification by 2030
- Net-Zero deforestation from new construction

6.2 [Azure Sustainability—Sustainable Technologies | Microsoft Azure](#)

6.3 [Download Study: Carbon, energy efficiency benefits of the Microsoft cloud from Official Microsoft Download Center](#)

7. **Corporate Implications**

7.1 Comment from the Director of Finance (linked to the MTFP): Accountancy have been consulted on the report and have no further comments to add. (AG)

7.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

7.3 Comment from the Equalities Officer: This report seeking to approve a project for Idox to migrate Total Land Charges (TLC) system to new servers in Azure cloud platform does not specifically highlight any equality implications. In discharging their duties members are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 http://www.legislation.gov.uk/ukpga/2010/15/section/149

7.4 Other Officers (as appropriate):

8. **Appendices**

Not applicable.

9. **Background Papers**

Relevant papers on Digital Services files.

Contact Officer: Abi Robinson, Digital and Technology Manager