

# Public Document Pack



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12 April 2023

Dear Councillor

## **NOTICE OF DELEGATED DECISION – (DD46 22) COUNCIL IT SYSTEM: AZURE CLOUD LANDING ZONE**

Please find attached details of a decision taken by Mr Brinley Hill, Head of Transformation, in relation to the Council's IT system.

As a non-Key Officer Decision, call-in does not apply (paragraph 18(a) of Part 4 (Rules of Procedure) of the Constitution).

Members of the public who require further information are asked to contact Democratic Services on 01304 872303 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

A handwritten signature in purple ink that reads "Kate Brinley - Smith". Below the signature is a short horizontal line.

Democratic Services Officer

ENCL

1 **NOTICE OF DELEGATED DECISION - (DD46 22) COUNCIL IT SYSTEM - AZURE CLOUD LANDING ZONE** (Pages 2-4)

## Decision Notice

## Delegated Decision

<b>Decision No:</b>	<b>DD46</b>
<b>Subject:</b>	<b>COUNCIL IT SYSTEMS: AZURE CLOUD LANDING ZONE</b>
<b>Date of Decision:</b>	<b>29 March 2023</b>
<b>Notification Date:</b>	<b>12 April 2023</b>
<b>Implementation Date:</b>	<b>29 March 2023</b>
<b>Decision taken by:</b>	<b>Brinley Hill, Head of Transformation</b>
<b>Delegated Authority:</b>	Authority delegated by Cabinet (Cabinet decision CAB 94 of 27 February 2023) and Council (at its meeting held on 1 March 2023) when approving the Council Budget 2023/24 and Medium-Term Financial Plan 2023/24-2026/27 (as set out in Annex 10 of the report) as follows: 'Delegates the approval of projects included in Annex 6D, the Digital & ICT Programme, to the Head of Transformation, in consultation with the Portfolio Holder for Finance, Governance, Digital and Climate Change.'
<b>Decision Type:</b>	<b>Executive Non-Key Decision</b>
<b>Call-In to Apply?</b>	<b>No (<i>call-in does not apply to non-Key Officer decisions</i>)</b>
<b>Classification:</b>	<b>Unrestricted</b>
Reason for the Decision:	To approve a new project to create the Azure Cloud subscription and Landing Zone, ready for Thanet-based servers to migrate to Azure.
Decision:	To approve a new project to create the Dover District Council Azure Cloud subscription and Landing Zone.

1. **Consideration and Alternatives (*if applicable*)**
  - 1.1 See attached report.
2. **Any Conflicts of Interest Declared?**
  - 2.2 None.
3. **Supporting Information (*as applicable*)**
  - 3.1 See attached report.

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<b>Subject:</b>	<b>AZURE CLOUD LANDING ZONE</b>
<b>Date:</b>	<b>29 March 2023</b>
<b>Decision to be taken by:</b>	<b>Brinley Hill, Head of Transformation</b>
<b>Report of:</b>	<b>Abi Robinson, Digital Services Manager</b>
<b>Portfolio Holder:</b>	<b>Councillor Chris Vinson, Portfolio Holder for Finance, Governance, Digital and Climate Change</b>
<b>Decision Type:</b>	<b>Executive Non-Key Decision</b>
<b>Delegated Authority:</b>	<b>Authority delegated by Cabinet (Cabinet decision CAB 94 of 27 February 2023) and Council (at its meeting held on 1 March 2023) when approving the Council Budget 2023/24 and Medium-Term Financial Plan 2023/24-2026/27 (as set out in Annex 10 of the report) as follows: ‘Delegates the approval of projects included in Annex 6D, the Digital &amp; ICT Programme, to the Head of Transformation, in consultation with the Portfolio Holder for Finance, Governance, Digital and Climate Change.’</b>
<b>Classification:</b>	<b>Unrestricted</b>

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<b>Purpose of the report:</b>	To approve a new project to create the Azure Cloud subscription and Landing Zone, ready for Thanet-based servers to migrate to Azure.
<b>Recommendation:</b>	To approve a new project to create the Dover District Council Azure Cloud subscription and Landing Zone.

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**1. Summary**

1.1 Creating the Azure Cloud subscription and Landing Zone for Dover District Council (DDC) are the initial steps for systems/servers to be migrated into the Azure Cloud from the Thanet datacentre.

**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 Software as a Service (SaaS) solutions where viable. The next phase is to start migrating systems with no SaaS option to Microsoft Azure.

2.2 There are still over 20 servers based in the Thanet datacentre. The project to move these to Azure has been accelerated due to the ICT disaggregation.

2.3 We have been working with ROCK to complete analysis of the servers to be migrated to cloud. The analysis has produced sizing requirements of Virtual Machines (VMs) and shows dependencies servers have on other servers. This allows us to plan separate projects for each system moving to Azure Cloud when the Landing Zone has been created.

2.4 The Azure Landing Zone is a Cloud environment that creates a platform for server migration and modernisation, it accounts for scalability, security, governance, and networking of resources in Azure Cloud.

### **3. Identification of Options**

- 3.1 Option1 – Do not create Azure Landing Zone.
- 3.2 Option 2 – Approve project for ROCK to create the Azure Landing Zone.

### **4. Evaluation of Options**

- 4.1 The option to not go ahead with Azure Landing Zone creation has been considered, but is needed to begin the next phase of the DDC cloud agenda. There is added urgency for this project to proceed for moving DDC servers out of the Thanet datacentre due to the ICT disaggregation.
- 4.2 The recommended option is to approve the project for the creation of the Azure subscription and Landing Zone.
- 4.3 ROCK are one of the only UK Partners to get funding for the analysis work within Azure and have experts within this area. They successfully bid for funding from Microsoft for the work they have completed so far for DDC.
- 4.4 By following the Cloud Centre of Excellence which promotes best practice approach to drive the adoption of cloud services, ROCK is practised in ensuring governance is followed and maintained for the Council.
- 4.5 The proposed project includes ROCK involving the DDC infrastructure and cloud engineers in the Azure Landing Zone creation, supplying knowledge and skills to enable in house maintenance and monitoring, to keep future costs down.

### **5. Resource Implications**

- 5.1 There is budget allocated in the ICT reserve for this project.
- 5.2 Total cost for ROCK to complete the works is £28,000.

### **6. Climate Change and Environmental Implications**

- 6.1 This report has no significant impact.

### **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 on the Azure Cloud Landing Zones does not specifically highlight any equality implications however in discharging their duties officers are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010  
<https://www.legislation.gov.uk/ukpga/2010/15/section/149>.
- 7.4 Other Officers (as appropriate): The Procurement Manager has been consulted in the preparation of this report and has no further comments to make.

### **8. Appendices**

None.

### **9. Background Papers**

Relevant papers on Digital Services files.

Contact Officer: Abi Robinson, Digital Services Manager