



## **CHANGE MANAGEMENT SCRUTINY TASK GROUP**

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**Meeting:** Change Management Scrutiny Task Group  
**Place:** Committee Room VIII  
**Date:** Wednesday January 28<sup>th</sup>  
**Time:** **10.00 am**

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**TASK GROUP BRIEFING  
ARRANGED FOR  
9.30 Wednesday January 28<sup>th</sup> Room VIII**

Please direct any enquiries on this Agenda to Ceri Williams, Scrutiny Officer, County Hall, Trowbridge, direct line: 01225 713079 or email: [ceriwilliams@wiltshire.gov.uk](mailto:ceriwilliams@wiltshire.gov.uk)

**Membership:**

**Mr Tony Deane (Chairman)**  
**Mrs Bobbie Chettleburgh**  
**Mrs Pat Rugg**  
**Mr Bill Moss**  
**Mr Andrew Davis**

**District Co-opted Members:**

**Mr Peter Doyle (NWDC)**  
**Mr Keith Humphries (WWDC)**  
**Mr Tony Thorpe (SDC)**

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- 1. Apologies**
- 2. Report of the previous meeting.**

Members are asked to note the report of the previous meeting.

### **3. Business Management Programme - BMP**

Les Snelgrove – Project Manager will provide the task group with a project update.

Members should note the following actions taken from the latest version of the Critical Path, published January 8 2009.

- BMP Structure frozen in SAP down to lowest managerial level – **9/1/2009**
- BMP/Procurement - Procurement Structure SRM established (nominated names for procurement roles) – **9/1/2009**
- BMP/Data Owners – Deadline for provision of cleansed data for BMP – **16/1/09**
- BMP/Procurement - Collection, cleansing and migration of supplier data into SAP to allow testing – **16/01/09**
- BMP - User acceptance SAP training tested – **31/01/09**
- BMP – BMP Go Live Date – **01/04/09**
- BMP - Staff training on SAP completed – **01/04/09**

### **4. Scrutiny of ICT during Transition**

The Service Director for ICT & Procurement will provide the Task Group with a project update on the ICT transitional workstream.

The report and decision taken by the Implementation Executive on January 13, in relation to the extension of the Steria ICT support contract, is attached for information.

#### **Implementation Executive minute Jan 13, 2009**

##### **178. Contract Renewal with Steria**

The Implementation Executive considered the report of the Corporate Director, Resources which highlighted that the only practical way of implementing a coherent and integrated ICT service for the new Wiltshire Council by 1 April 2009 was to extend the County Council's existing ICT Support Services contract to cover the whole of the new authority.

Mr Noeken, one of the IE lead members for ICT and Procurement, introduced the report and highlighted that officers from all five authorities had been working together on establishing consistent future ICT arrangements for Wiltshire Council. He also reported that the legal implications outlined in the report had been resolved with Steria and that the maximum cost for transformation projects were £1.179m and not as stated on page 1 of the report.

Mr Molland reported that this report would be considered by the JOSTB's Change Management Task Group at their next meeting.

The Leader asked that all IE lead members for ICT and Procurement should be consulted by the Corporate Director, Resources before the final contract was signed.

**Resolved:**

**a) To approve the extension of the Steria ICT Support Services contract to cover ICT support to the new Wiltshire Council from 1 April 2009.**

**b) To delegate authority to the Corporate Director, Resources, in consultation with all IE lead members for ICT and Procurement, to sign the renegotiated contract with Steria Ltd, within the agreed cost bracket.**

**Reason for Proposal:**

Wiltshire's existing councils currently have five disparate sets of ICT support arrangements and there is a need to put in place a consistent set of arrangements for the new Wiltshire Council. The only practical way of doing this is by extending the County Council's existing ICT Support Services contract to cover the whole of the new authority.

**5. Shared Services Team**

The Service Director will brief the Task Group on the development of the Shared Services Team.

**6. Date of Next Meeting**

To be agreed