

CYNGOR SIR POWYS COUNTY COUNCIL

County Council
16th July 2014

REPORT AUTHOR: County Councillor Myfanwy Alexander, Portfolio Holder for ICT

SUBJECT: Question from County Councillor Gary Price

As per the email sent out by the ICT Service Desk on 15.05.14 can the Portfolio Holder explain why 200 computers and approximately 100 pieces of ICT equipment have been identified as out of use following the recent audit?

The following email was sent to all staff on 15.05.14:

Dear Colleagues

Following a recent audit, we have identified around 200 computers which have not been used for the last 3 months. On top of this, with the recent staff redundancies, there are approximately a further 100 pieces of kit which could potentially be out of use.

Given the current climate, we cannot justify the continued purchase of new PCs, Laptops and the associated licenses, when we have so many un-used devices and licenses out there. Therefore we are urging all services to return any use-used kit they have.

We can offer two options to managers who have PCs or Laptops, which for any reason, are not currently in use.

- 1. If you have spare PCs/Laptops and do not envisage needing them in the future, we will vire your head of service £60 for a PC and £110 for a laptop. We will ensure any virements associated with each device are stopped.*

Please note: Should you subsequently decide that you need an additional PC/Laptop, you will then have to re-enter at the start of the refresh cycle for that device.

- 2. If you do not need the PC/Laptop now, but feel you may in the future – we can take the kit back in to be used elsewhere, but you can then retain a vacant 'slot'. For example, should you need another PC/Laptop in 6 months' time, we will issue you with a device and there will be no additional charges on top of what you are already paying.*

Please note: If you returned a PC, you will receive a similar PC back - but it will not necessarily be of the same model. If you returned a PC, you cannot have a Laptop back in its place.

Please email ictservicedesk@powys.gov.uk with the following details of any devices you wish to return:

1. Asset number or Service Tag of each device – state if PC or Laptop
2. Location, Contact number and name of staff member acting as contact
3. Which option are you choosing from above? Option 1 – refund of monies, or Option 2 – retain vacant slot.
4. State your head of service

In addition to this, In the near future we will also be undertaking a full audit of ICT assets across the county. Any devices found, which are clearly not being used, will be taken back to be re-used elsewhere.”

As part of the software in use at the County, Information Services (IS) is able to determine when a computer last connected to the corporate network. When a computer has not accessed the corporate network for more than 3 months it is automatically “quarantined” and temporarily blocked from any further network access.

It was identified that at the end of financial year (2013/2014) we currently had over 200 computers tagged as quarantined. In addition IS undertook an exercise to identify equipment that may be able to be released from those staff that were leaving the authority under VSS/VR schemes, this identified a further 100 possible pieces of equipment.

Following the email the number of pieces of equipment returned to IS has been very low (Less than 25). To further aid the identification and redistribution of any unused assets, corporate property is now undertaking a full audit of all locations and is collecting the asset information to enable further analysis of the data by IS. Once we have analysed this data we will be targeting service areas to recover these assets.