

# TEST VALLEY BOROUGH COUNCIL

## HEAD OF SERVICE'S DECISION

Committee: Executive.....  
Chairman/Leader: Councillor Hatley.....  
Head of Service: Head of IT.....

### Corporate Telephony

#### REASON FOR URGENCY

(After consultation with the Chief Executive)

A fundamental element of the Modernisation and improvement programs is the updating of the Authority's telephony systems serving CSO Portway, Beech Hurst & Duttons Rd Romsey. The Improvement program has been planned and is being implemented on tight timescales that are dependant on a suitable telephony platform providing a foundation for development. An extensive specification and procurement process has been completed that has identified a supplier and solution that can provide the most suitable foundation for the supporting the Modernisation and improvement plans.

The Executive has previously approved the IT Capital Programme and delegated authority to manage that IT Capital Programme to the Head of IT. In this approved IT Capital Programme an amount of £100,000 was indicated for the replacement of the existing corporate telephony system. ICB and Management Team were consequently updated on expected costs. Tenders have now been evaluated and the actual cost of the selected solution is £189,999 which includes maintenance costs for 4 years. An additional £ 14,500 will be required for associated costs.

The increase of £104,499 will be financed by adjusting short term priorities in the existing IT Capital Programme to the value of £ 65,904 and £ 38,595 from existing revenue budgets. An urgent decision is required to proceed with the selected supplier in order that the implementation dates for the new system are met. These dates cannot be delayed as the solution needs to be fully operational before the end of January 2006 in order that the CSU and Revenues are not disrupted during a period of peak business activity.

The on going revenue costs of £15,800 per annum are already included in budget estimates as a sum of £24,000 is provided for the revenue costs of the existing system.

Providing this solution is successfully implemented before 31<sup>st</sup> March 2006 on going revenues savings of £8,200 (£24,000 - £15,800) will be achieved.

**DECISION**

(After consultation with the Chairman (or in his absence the Vice-Chairman), who has not requested that the matter be referred to a special meeting of the Committee).

That the tender for the Corporate Telephony contract be awarded to Matrix Communications plc at a 4 year cost of £ 189,999 and that the associated costs of £14,500 be agreed.

Chief Executive's/  
Director's Signature: ..... *[Signature]* ..... Date: 21.10.05

Chairman's/Vice-Chairman's  
Signature: ..... *[Signature]* ..... Date: 20 Oct '05

Chairman's/Vice-Chairman's  
(Overview & Scrutiny Committee)  
Signature: ..... *David N.A. Dew* ..... Date: 20th October '05

Head of Service's  
Signature: ..... *[Signature]* ..... Date: 20/10/05

Reported to Committee on ..... Date: .....

**DISTRIBUTION**

- 1. Chief Executive
- 2. Corporate Director (BS)
- 3. Corporate Director (CC)
- 4. Head of Legal Services
- 5. Head of Administration (original for report to Committee)

**BACKGROUND PAPER:** .....