

ABINGDON TOWN COUNCIL

Report to	FINANCE, GOVERNANCE AND ASSET MANAGEMENT
Meeting date	13 October 2022
Report author	Finance Officer
Agenda item	11

IT REPORT

1. **Purpose of the Report**

- 1.1 To discuss the **RECOMMENDED** specification for going out to tender for the Councils IT contracts.

2. **Summary**

- 2.1 The Council's current IT and telephone contracts are currently spread over several providers, the aim of the exercise is to condense, collate and provide a baseline specification to send out to 4 suppliers to start the tendering process.

3. **Action required**

- 3.1 The committee to discuss and agree the attached specification or amend as necessary.
This will require a proposer, a seconder and a vote.

4. **Link to strategic plan and objectives**

Key Objective 3: To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.

5. **Key information and options**

- 5.1 To review the attached specification, which includes migration onto a cloud based server.
- 5.2 To update and or integrate the telephone and broadband lines into the IT contract or them to run concurrently.
- 5.3 To increase broadband speed in the museum.

6. **Climate change/green implications**

None.

7. **Financial/budget implications**

7.1 To attempt to reduce spending or get value for money on the budget lines.

8. **HR implications**

None.

9. **Consultation implications**

I consider that there are no matters within the report on which we should consult

9. **Supporting papers and appendices**

APPENDIX A: Proposed baseline specification for inviting tenders for the IT and telephones

Cherie Carruthers Finance Officer
7 October 2022