

**FGAM 13<sup>th</sup> October 2022 – IT Report:****Proposed baseline specification for inviting tenders for the IT and telephones**

Cloud Based Server – with support (including a set response time)	Full migration from old server to new, creation of individual portals and email addresses
Security subscription (ie firewall etc)	
Microsoft Office Hosting	
Rialtas Business Solutions Hosting	
Website Hosting	
Mailboxes	26 users and 19 Cllr emails
Telephone and Broadband Lines	To ensure an analogue remains for any alarms, ISDN lines for the internet telephone systems and increased speed of the broadband in the museum.
Internet telephone package (including hosting and modifications)	

We currently have several differing suppliers providing the Council with IT and telephone systems. The aim of the exercise is to determine exactly what is required, moving the Council forward in specification and service received.

The above is a baseline and purely to act as an invitation to a minimum of 4 companies asking them to advise and quote for the above services as a minimum. Any enhancement on the above will be as an additional line a company specific.

Once the information is received from the providers, a full costing exercise, proposal against current and more importantly value and service for money will be analysed.

At the point, a full recommendation can be proposed.

**We are currently on a rolling 90 day contract and I would REMOMMEND that this rolls on until the IT tendering has taken place.**

**A timeframe for this will be by December 2022, in time for setting the new budget.**

Cherie Carruthers – Finance Officer

7 October 2022