

Report No. 2

Report to Policy and Resources Committee 5th November 2013

Computer System

1. Purpose of the report

- 1.1 To consider quotations received for the replacement of the existing computer system.

2. Background

- 2.1 The existing computer system was installed when the Town Hall was refurbished five years ago.
- 2.2 It is leased from BT and the lease expires at the end of the year when all equipment is to be returned in accordance with the conditions of the lease.
- 2.3 The existing system has been improved and maintained by the IT support provider over the period of the lease but has now reached the stage where it is unreliable and slow to respond.
- 2.4 It was previously agreed that in view of the speed with which technology changes any future computer and telephone system should not be leased but purchased outright and sufficient funding was included within the budget for the current year.

3. Proposal

- 3.1 Quotations have been sought from the original company and three other suppliers but this time on the basis of outright purchase rather than lease. However, the original supplier is no longer involved with the provision of computer systems.
- 3.2 The quotations were sought on the basis of a small business server, six desk top computers of a standard and agreed specification suitable for the needs of the council administration, a backup power supply to cope with power failure, installation and annual support.
- 3.3 Once a new system is in place it is intended that a wireless network be established to cover the remainder of the building. This work will form part of a separate contract and does not impact upon the office system.
- 3.4 The results of the quotations for a new computer system were as follows:

Company A	£09,053.00
Company B	£11,244.00
Company C	£11,250.00

- 3.5 The costs shown in para 3.4 are for the server with SBS and desk top computers. The cost of screens, server cabinet etc have been excluded for the purposes of ensuring a direct comparison.
- 3.6 All companies offer the facility for back up storage on a server off site

4. Financial implications and risks

- 4.1 The existing system has had a number of failures and some of the equipment is now obsolete.
- 4.2 Although the lease does not expire until the end of December an early decision would enable a new system to be commissioned and installed and reduce likelihood of additional failures.
- 4.3 In view of the quotations received adequate funding has been agreed in the budget for the current financial year including new screens, software and associated costs.

5. Recommendations

- 5.1 Members are recommended to note and accept the quotation from Company A and instruct the Town Clerk to authorise the selected company to install the new system before the end of December.

Jeff Penfold
Town Clerk
1st November 2013