

ANGUS COUNCIL

EXECUTIVE SUB-COMMITTEE OF THE  
RESOURCES AND CENTRAL SERVICES COMMITTEE – 30 JUNE 2005

REVENUES DIVISION WORKFLOW SYSTEM

REPORT BY THE DIRECTOR OF INFORMATION TECHNOLOGY

**ABSTRACT**

This report seeks approval to procure communications equipment to upgrade the Council wide area network to facilitate the implementation of a Workflow system within Revenues Division.

**1. RECOMMENDATION**

The Sub-Committee is recommended:

- a) to approve the acquisition and installation of communications by WS Atkins at a cost of £262,251, and
- b) to agree that the procurement should be exempt from normal competitive tendering in terms of Financial Regulations 16.3.2(b) because of the previous tendering exercise and the specialist nature of the project.

**2. BACKGROUND**

For a number of years the core telecommunications network across the Council has made extensive use of radio transmission. Members will recall that the design and implementation of that project (Angusnet) was partly funded by the Scottish Executive and was managed by WS Atkins, following a tendering exercise which was fully compliant with the EU Procurement Directive. The implemented network was based on Alcatel equipment and is in effect a proprietary system.

The core transmission links are shared by the Council and Tayside Police and have proven to be very successful and cost effective.

Attention is also drawn to report 1497/04 (Document Imaging and Workflow Computer System) approved by the Committee at its meeting of 2<sup>nd</sup> December 2004. With partial external funding from the Department of Work and Pensions it is intended to implement a workflow system within Revenues Division. The proposed system will improve customer service and benefit processing times.

**3. CURRENT POSITION**

The implementation of the system will place increased demands on the Council communications network. This was taken into consideration during the bidding process with DWP. The original project managers for Angusnet were WS Atkins, and in designing the network upgrade, extensive consultation has taken place with them. Arising from that collaboration a detailed design brief has now been completed.

In terms of their specific knowledge of the Council network, their previous work as original project managers following a tendering exercise, their involvement with Tayside Police with whom the Council shares the network, and their proven ability to manage projects of this nature on behalf of the Council, the Director of Information Technology proposes that WS

Atkins be engaged to project manage the procurement and implementation of the network. This is, to a large extent, a continuation of previous work with the Council. In this respect their previous performance with Angusnet has prompted personnel from Tayside Police with whom the Council shares the network to agree with this proposal.

Accordingly exemption from competitive tendering has been sought from and agreed with the Exemption Co-ordinator.

#### **4. FINANCIAL IMPLICATIONS**

The overall cost of the project including contingency is £262,251. In accordance with the funding package agreed with Department of Work and Pensions they have granted £169,267 towards the communications costs. This provision has been included in the 2004/2008 Financial Plan with IT Repairs and Renewal Funding to accommodate the remaining £92,984 of cost.

There are no additional revenue implications associated with this project.

#### **5. HUMAN RIGHTS IMPLICATIONS**

There are no direct human rights implications arising from this report.

#### **6. CONSULTATION**

The Chief Executive and the Directors of Finance and Law & Administration have been consulted on the terms of this report.

**A Greenhill**  
**Director of Information Technology**

30.06.2005

#### **NOTE**

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.