

---

## Chief Executive's Office

Please ask for: Steve Pearce  
Direct Dial: (01257) 515196  
E-mail address: [steve.pearce@chorley.gov.uk](mailto:steve.pearce@chorley.gov.uk)  
Your Ref:  
Our Ref:  
Doc ID:  
Date: 25 May 2005

**Chorley**  
Borough Council

Town Hall  
Market Street  
Chorley  
Lancashire  
PR7 1DP

**Chief Executive:**  
Jeffrey W Davies MA LLM

Dear Councillor

### **EXECUTIVE CABINET - THURSDAY, 26TH MAY, 2005**

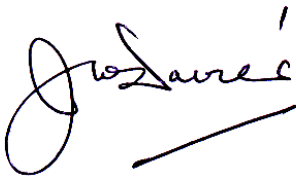
I am now able to enclose, for consideration at the above meeting of the Executive Cabinet, the following report that was unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>
------------------	-------------

9.	<b><u>Extension of ICT Data Network</u> (Pages 1 - 4)</b>
----	-----------------------------------------------------------

Report of the Head of Public Space Services (copy enclosed)

Yours sincerely



Chief Executive

Encs

### **Distribution**

1. Agenda and reports to all Members of the Executive Cabinet for attendance
2. Agenda and reports to Group Director, Director of Legal Services and Director of Finance for attendance.
3. Agenda to all remaining Councillors and Chief Officers for information.



Report of	Meeting	Date
Head of Public Space Services (Introduced by the Leader Councillor J Wilson)	Cabinet	26 May 2005

## EXTENSION OF CHORLEY BOROUGH COUNCIL ICT DATA NETWORK

### PURPOSE OF REPORT

- To seek approval to carry out urgent work using a nominated contractor.

### CORPORATE PRIORITIES

- The provision of the link is an essential element of the Council's Business Continuity Plan which requires the provision of a Portacabin Village.

### RISK ISSUES

- The issue raised and recommendations made in this report involve risk considerations in the following categories:

Strategy		Information	
Reputation		Regulatory/Legal	
Financial	✓	Operational	✓
People		Other	

- The Council's ICT Data Network is currently susceptible to failure, as there is a single link between each office. Therefore, if the duct from the Town Hall to Union Street is damaged it would also result in a loss of connection to Gillibrand Street. In order to eliminate this single point of failure, it is proposed to create a new cable route around the other side of town to complete the circular route. Any failure would then cause traffic to be routed along the other segment of the network.
- In addition, the Council's Business Continuity Plan requires the provision of a Portacabin Village on the Portland Street car park which requires to be connected to the Council's ICT network. This connection can be achieved by extending the connection from Bengal Street to the car park through the proposed new cabling to be routed around town to Gillibrand Street. Without this connection in place, the Council's Business Continuity Plan will not satisfy the authority's requirements.

### BACKGROUND

- Based on a market tested schedule of rates, the cost of providing the necessary ducting/chambers through the Lancashire County Engineering Services has been estimated at £83,487.87. However, the use of Cedar Contract Services (a company specialising in this type of work), at an estimated cost of £53,040.00 is likely to produce substantial savings.

7. It is, therefore, considered expedient to award the contract to Cedar Contract Services, who have confirmed that they can commence work within three weeks of receipt of an order.

### **COMMENTS OF THE DIRECTOR OF FINANCE**

8. The extension of the Council's ICT Network and establishment of the Service Centre at Portland Street car park have been included in the capital programme at a combined budget of £56,000.00. This budget provision has slipped from 2004/05 because the work will now start later than originally envisaged. In addition to the work that it is proposed that Cedar Contract Services perform at a cost of £53,040.00 there are further ICT related costs of around £9,000.00. Finally, internal costs (staff recharges) would be incurred up to a maximum of £6,000.00. Taken together, the budget requirement would increase to £68,040.00 an increase of £12,040.00 compared to current provision. (It should be noted that the staff costs will already have been provided for elsewhere in the budget for 2005/06, so that the real increase in resources required is only £6,040.00.) If the scheme is not implemented promptly, at worst there could be a risk of service disruption and unbudgeted revenue costs following a network or other ICT-related failure. As the Head of Property Services indicates, going to the market for alternative tenders is likely to add a further three months to the length of the scheme. The additional costs can be financed from unallocated resources.

### **COMMENTS OF THE HEAD OF HUMAN RESOURCES**

9. I recommend that an immediate assessment of Cedar Contract Services Health and Safety policies be carried out prior to awarding a contact for this project. There are no other Human Resource implications associated with this report.

### **RECOMMENDATION(S)**

10. To award a contract to Cedar Contract Services in the sum of £53,040.00 for the completion of the ICT Data Network.
11. That the Capital Programme Budget for this project be increased to £68,040.00 in 2005/06, to cover works not included in the Cedar Contract Services contract and internal recharges.

### **REASONS FOR RECOMMENDATION(S)**

12. The cabling work and extension of the Council's ICT network is essential to remove the risk of failure of the network and to provide a facility for the continuation of the Council's business in emergency situations in line with the Business Continuity Plan. The urgent and expeditious commissioning of the work is considered to be justified.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

13. The preparation of tender documents; invitation of tenders; assessment of tenders; and the award of a contract is likely to delay the process by three to four months.

KEITH ALLEN  
HEAD OF PUBLIC SPACE SERVICES

# Agenda Page 3

There are no background papers to this report.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Alan Capstick	5252	24 May	PSSREP/88976AJS

This page is intentionally left blank