



**LANCASTER  
CITY COUNCIL**

*Promoting City, Coast & Countryside*

**INDIVIDUAL CABINET MEMBER AND OFFICER DELEGATED DECISIONS**

**FRIDAY, 16 OCTOBER 2020**

Please find enclosed Decision Notice in connection with the following:

**ICMD5 Migration to Teams telephony and complete roll out of Teams (Pages 2 - 22)**

**Queries regarding these documents**

Please contact Liz Bateson, Democratic Services - email [ebateson@lancaster.gov.uk](mailto:ebateson@lancaster.gov.uk).

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Published on FRIDAY, 16 OCTOBER 2020



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**EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER  
NOTICE OF DECISION**

<b>TITLE OF DECISION:</b> <b>Migration to Teams telephony and complete roll out of Teams</b>			
<b>NAME OF DECISION TAKER:</b>		CLLR ERICA LEWIS	
<b>POSITION AND RESPONSIBILITY HELD:</b>		LEADER OF THE COUNCIL	
<b>CONTACT OFFICER:</b>		STEVE SIMPSON	
<b>E-MAIL:</b>		ssimpson@lancaster.gov.uk	
<b>Details of Decision:</b> To authorise 2 projects that will allow for business resilience during the COVID pandemic and beyond-  (1) To migrate the telephony system to Teams (2) To complete the roll out of Teams			
<b>Reasons for the decision:</b>  As the proposal contain a combination of revenue and capital expenditure under the current COVID -19 delegations (28/09/20) approval is required.  <i>Please note the supporting documentation is exempt from publication by virtue of paragraph 3, of Schedule 12a of the Local Government Act 1972.</i> (3) Information relating to the financial or business affairs of any particular person (including the authority holding the information)			
<b>IS THE DECISION URGENT</b> <b>YES</b> <b>THE CONTRACT FOR THE CURRENT TELEPHONY SYSTEM ENDS AT THE END OF NOVEMBER.</b>			
<b>I CONFIRM THAT I HAVE BEEN CONSULTED ON THE ABOVE DECISION AND THAT IT IS URGENT AND REASONABLE IN ALL THE CIRCUMSTANCES. (IN ACCORDANCE WITH SECTION 17 OF THE OVERVIEW &amp; SCRUTINY PROCEDURE RULES)</b> <b>SIGNATURE OF THE OVERVIEW &amp; SCRUTINY</b> <b>CHAIRMAN: CLLR TRICIA HEATH</b>			
<b>I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.</b>			
<b>SIGNATURE OF DECISION TAKER:</b>		CLLR ERICA LEWIS	
<b>DATE:</b>		15.10.20	
THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES			REF NO.
ICMD5			
<b>DATE DECISION TAKEN:</b>	15.10.20	<b>DATE RECEIVED BY DEMOCRATIC SERVICES:</b>	15.10.20
<b>DATE DECISION PUBLISHED:</b>	16.10.20	<b>IMPLEMENTATION DATE ( publication day + 5 working days):</b>	Immediately – call-in waived

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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