

04/495/A Corporate EDM System

Paul Woodruff

Financial Impact

	Net Revenue Impact						Net Capital							
	2003/ 2004 £000	2004/ 2005 £000	2005/ 2006 £000	2006/ 2007 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2003/ 2004 £000	2004/ 2005 £000	2005/ 2006 £000	2006/ 2007 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000
Approved Budget Already released			18	29	40	43	43			100	350	100		
Amount for which release now requested			18	29	40	42	43			100	350	100		

Justification for Release

Implementation of the Corporate EDM project will enable:

- a reduction in the need for document storage space with immediate benefits and an overall reduction in the space required for document storage in any new offices;
- rapid & controlled access to documents held electronically;
- the sharing of electronic documents between work groups within the Council and with partner organisations;
- more efficient handling of documents including the automatic auditing of access;
- the setting up document workflow – the routing and management of electronic documents through the organisations;

The release is required now because:

- Call Centre agents will need to have access to scanned documents;
- Many other services have a growing need for EDM including, but not limited to, Planning and Housing.