

# **SCHEDULE 7**

## **AUTHORITY RESPONSIBILITIES**

# Schedule 7 (*Authority Responsibilities*)

## 1 INTRODUCTION

- 1.1 The responsibilities of the Authority set out in this Schedule shall constitute the Authority Responsibilities under this Contract. Any obligations of the Authority in Schedule 2 (Services Description) and Schedule 8 (Supplier Solution) shall not be Authority Responsibilities and the Authority shall have no obligation to perform any such obligations unless they are specifically stated to be “Authority Responsibilities” and cross referenced in the table in Paragraph 3.
- 1.2 The responsibilities specified within this Schedule shall be provided to the Supplier free of charge, unless otherwise agreed between the Parties.

## 2 GENERAL OBLIGATIONS

- 2.1 The Authority shall:
- (a) perform those obligations of the Authority which are set out in the Clauses of this Contract and the Paragraphs of the Schedules (except Schedule 2 (Services Description) and Schedule 8 (Supplier Solution));
  - (b) use its reasonable endeavours to provide the Supplier with access to appropriate members of the Authority’s staff, as such access is reasonably requested by the Supplier in order for the Supplier to discharge its obligations throughout the Term and the Termination Assistance Period;
  - (c) provide sufficient and suitably qualified staff to fulfil the Authority’s roles and duties under this Contract as defined in the Implementation Plan;
  - (d) use its reasonable endeavours to provide such documentation, data and/or other information that the Supplier reasonably requests that is necessary to perform its obligations under the terms of this Contract provided that such documentation, data and/or information is available to the Authority and is authorised for release by the Authority; and
  - (e) procure for the Supplier such agreed access and use of the Authority Premises (as a licensee only) and facilities (including relevant IT systems) as is reasonably required for the Supplier to comply with its obligations under this Contract, such access to be provided during the Authority’s normal working hours on each Working Day or as otherwise agreed by the Authority (such agreement not to be unreasonably withheld or delayed).

## 3 SPECIFIC OBLIGATIONS

- 3.1 The Authority shall, in relation to this Contract perform the Authority’s responsibilities identified as such in this Contract the details of which are set out below:

Document	Authority Responsibility
Schedule 2 ( <i>Services Description</i> )	The Authority shall use reasonable endeavours to ensure its staff attend training courses provided by the Supplier to timescales agreed with the Supplier.
Schedule 2 ( <i>Services Description</i> )	The Authority shall provide the interface specifications to the Authority System.

Document	Authority Responsibility
Schedule 2 ( <i>Services Description</i> )	The Authority will provide access to relevant parts of the Authority System to enable the Supplier to conduct Testing, access Authority Data, and other similar activities.
Schedule 2 ( <i>Services Description</i> )	The Authority will facilitate meetings between any third parties to define mutually acceptable interface formats.
Schedule 2 ( <i>Services Description</i> )	The Authority shall use reasonable endeavours to facilitate the cooperation of the Outgoing Supplier in relation to delivery of the Implementation Services.
Schedule 2 ( <i>Services Description</i> )	The Authority will provide and maintain the list of the Authority's staff who are authorised by the Authority to access certain parts of the Supplier Solution.
Schedule 2 ( <i>Services Description</i> )	If required by the Supplier, the Authority shall provide licenses for [TBN].
Schedule 2 ( <i>Services Description</i> )	The Authority shall issue communications to End Users that relate to Implementation during the Implementation Phase.
Schedule 2 ( <i>Services Description</i> )	[The Authority shall provide First Line Support for the Supplier Solution.] [TBN]
Schedule 2 ( <i>Services Description</i> )	The Authority shall provide an Assisted Digital capability.
Schedule 21 ( <i>Governance</i> )	The Authority shall use best endeavours to fulfil its obligations set out in Schedule 21 ( <i>Governance</i> ).