



Abavus Ltd Enterprise Platform

(Service Definition Document)

Contact Information

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Overview of Enterprise Platform

My Council Services Enterprise Platform provides a comprehensive, authority-wide digital platform for local authorities. Delivered as a site-wide licence, the platform integrates customer self-service, mobile working, CRM, case management, workflow automation and core service modules, enabling consistent, scalable and efficient service delivery across the organisation. This includes all My Council Services products, with the following exceptions:

- Route and Round Optimisation and Navigation in Mobile/Waste Worker
- Implementation consulting and services
- Integration flows development
- Payments and Transactions integration

Service Features

- Authority-wide platform bundling core My Council Services modules
- Multi-channel self-service via portal, web forms, and native apps
- Configurable workflows, rules, and automation across all services
- Customer Service CRM with single customer view and interaction history
- Case management and Service Desk for structured request handling
- Mobile Working for field tasks, inspections, and evidence capture
- Master Data Management for people, addresses, assets, and products
- Licensing, permits, subscriptions and contract lifecycle management
- Bookings and appointments with scheduling, notifications, and payments
- Asset management with inspections, maintenance scheduling, and reporting

Service Benefits

- Enables organisation-wide digital transformation on a single platform
- Improves customer experience through consistent self-service journeys
- Reduces avoidable contact via automation and proactive notifications
- Increases staff productivity with unified tools and reusable workflows
- Reduces costs versus multiple standalone line-of-business systems
- Supports mobile operations, improving efficiency and data accuracy
- Strengthens data consistency through shared master data and controls
- Accelerates delivery of new services through no-code configuration
- Improves oversight with reporting and audit trails across services
- Simplifies integration by providing consistent interfaces and standards

Client services, setup and onboarding

When UK public sector organisations adopt this module as part of a commercial subscription, Abavus will fully support clients through a documented and straightforward onboarding process. Elapsed time for onboarding is usually 6-8 weeks. These times can vary based on client-specific circumstances and requirements.

Hosted service maintenance windows and other constraints

Abavus warrants that (i) the Service will operate in all material respects at least in accordance with the applicable Feature Listing as of the Subscription Start Date, and (ii) the Service will be available to customers for normal use for at least 99.97% of the time each quarter, excluding any downtime during a Standard Maintenance Window. In the event of any breach of the warranties under the contract, Abavus' sole and exclusive responsibility shall be for Abavus to make all reasonable efforts to have any reported failure of the Service causing a breach of this warranty corrected as soon as practical. However, if within 10 business days, such defects are not corrected, then Customer's sole and exclusive remedy shall be to terminate this Agreement and to receive a refund of the prepaid fees. Please refer to our Hosted Services Agreement for further information.

Service level agreement for support

There is a comprehensive customer support service level associated with the delivery of My Council Services, providing support consisting of telephone help desk or online support to the Customer's two designated support contacts. Please refer to our Standard Support Protocol.

Delivery of service, and information assurance and security

The target Impact Level (IL) of My Council Services is IL3 to hold and process information. My Council Services does not currently hold IL accreditation. We hold ISO 27001 and Cyber Essentials Plus accreditations.

Training

Training can be provided and is charged separately. Details of pricing for training are provided in the Skills Framework rate card. Training can be delivered on the client's premises, and can be further supported by remote web-based refresher and support sessions. All training resources are UK-based and available to come onsite.

Ordering and invoicing process

Orders can be placed by means of the client organisation's official purchase authorisation number or procurement approval. Alternatively, completion of the Abavus "Purchase Authorisation Schedule" (the ordering documents representing the initial purchase of the Service as well as any renewals, or subsequent purchases agreed to between the parties in writing from time to time that are executed). Payment terms are net 30 days, accepted by BACS transfer (preferred) or cheque.

Minimum contract term, and termination terms

Minimum contract term is 12 months. A party may terminate this Agreement for cause: (i) upon thirty (30) days written notice of a material breach to the other party, provided such breach remains uncured at the expiration of the notice period; or (ii) if the other party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors.

Technical requirements and integration

There are no specific local technical requirements regarding hardware, and there is zero client footprint in terms of normal service usage and access to standard and extended functionality. When integrating My Council Services with other third-party applications (e.g. CRM tools), or other back-office tools (e.g. open standards), Web Services are the preferred approach. For guidance, a standard integration using Web Services to a third-party application would enable a dynamic two-way data exchange between My Council Services to a third-party application. A standard integration and its delivery components offer:

- Access to our full set of Web Services, fully supported by Abavus.
- Development of a mutually agreed functional specification, defining how the integration will work between My Council Services and your chosen third-party.
- Any reasonable/required additions to our Web Services allowing the integration to meet requirements. We agree any required changes with the client in conjunction with our technical team as part of the functional specification.
- Remote technical project support from our technical team for your internal technical resources, to ensure integration is completed successfully.

Note: The standard Web Services integration does not include onsite technical consulting/development activity, or custom changes/additions to core functionality. These services can be provided, with pricing based on specific requirements.