

Report of ICT Infrastructure Manager

Report to Chief Officer, ICT

Date: 4th July 2014

Subject: Report to seek approval to commence a procurement for a contract to provide Data Network Hardware Maintenance, support, design, supply and implementation services.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The Council has a contract with British Telecommunications Plc for the delivery of Data Network Hardware Maintenance and Supply.
2. The contract is due to expire on 31st March 2015 with no further options to extend.

Recommendations

3. The Chief Officer, ICT is recommended to approve the procurement of a new contract for the delivery of Data Network Hardware Maintenance, support, design, supply and implementation services from April 1st 2015 to 31st March 2018 with an option to extend for a further 2 years.

1 Purpose of this report

- 1.1 This report is to seek approval to commence a procurement for a contract to provide Data Network Hardware Maintenance, support, design, supply and implementation services.

2 Background information

- 2.1 The Council has a contract with British Telecommunications Plc for the delivery of Data Network Hardware Maintenance, support, design, supply and implementation services, which expires on 31st March 2015.
- 2.2 The Data and Voice Network under support includes hardware maintenance and technical support of networking and security devices covered under this agreement. Any item that develops a hardware fault is swapped out and returned to operational service with the SLA terms of the agreement.
- 2.3 In addition the contact provides 4 support design and implementation services around the data and voice network.

3 Main issues

- 3.1 The Council requires a contract to be in place for supply of Data Network Hardware Maintenance, support, design, supply and implementation services equipment to ensure that key services continue to be delivered.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 ICT Strategic Sourcing have been consulted and confirmed that a new contract will need to be procured.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 There are no Equality and Diversity / Cohesion and Integration issues associated with this decision.

4.3 Council policies and City Priorities

ICT is woven into the very fabric of the Council. The **number one priority** for the ICT function is to maintain the day-to-day service to users, citizens and partners. Furthermore, ICT will continue to play a key part in many business improvement projects. At the very heart of the ICT infrastructure are the networking components and it is vital that the availability of these components is maintained at all times. The networking infrastructure is key and underpins many of the national and local programs of work, examples such as:

- *Unify workforce communications*
- *Employee and managers self service*

- *Workforce collaboration*
- *Shared services*
- *Location Independent working under Change in the Workplace.*

Having the correct Data Network Hardware Maintenance, support, design, supply and implementation services contract in place, to ensure the continued networking operation, is key to the success of these services as a whole.

4.4 Resources and value for money

- 4.4.1 A restricted EU competition will be undertaken to ensure value for money, which will be benchmarked against current costs.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The anticipated contract value is above the threshold at which the Public Contract Regulations apply. Accordingly the procurement will be subject to the Regulations.
- 4.5.2 It is expected the contract will be a Significant Operational Decision and, therefore, not subject to call in.

4.6 Risk Management

- 4.6.1 The procurement risk will be managed by the ICT Strategic Sourcing team.
- 4.6.2 The contract will be managed in accordance with the contract management plan.

5 Conclusions

- 5.1 Data Network Hardware Maintenance, support, design, supply and implementation services are an ongoing requirement and a contract is required to be in place before expiry of the current agreement.

6 Recommendations

- 7 The Chief Officer, ICT is recommended to approve the commencement of a procurement for a new Data Network Hardware Maintenance, support, design, supply and implementation services contract.

8 Background documents¹

- 8.1 None.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.