

Extraordinary Cabinet

Date: Wednesday, 25 July 2018

Time: 17:30

Venue: Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH

Committee members:

Councillors:

Waters (chair)
Harris (vice chair)
Davis
Jones
Kendrick
Maguire
Packer
Stonard

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Information for members of the public

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For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website

AGENDA

Page nos

1 Apologies

To receive apologies for absence

2 Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

3 The award of contract for Local Internal Network (LAN) 3 - 8

Purpose - To consider delegating authority to amend the partnering and delegation agreement with LGSS to replace the Cisco switches that manage the council's internal network and award a contract with Virgin Media Business Ltd for the LAN

Date of publication: **Friday, 20 July 2018**

Report to Cabinet
25 July 2018
Report of Director of business services
Subject The award of contract for Local Internal Network (LAN)

Item

3

KEY DECISION

Purpose

To consider delegating authority to amend the partnering and delegation agreement with LGSS to replace the Cisco switches that manage the council's internal network and award a contract with Virgin Media Business Ltd for the LAN

Recommendation

To delegate authority to award a contract to Virgin Media Business Ltd to the director of business services, in consultation with the portfolio holder for resources.

Corporate and service priorities

The report helps to meet the corporate priority value for money services

Financial implications

Total one off charge £227,722.91 plus an annual maintenance charge of £20,032.68 for a period of 5 years. Total commitment £327,886.31

Ward/s: All Wards

Cabinet member: Councillor Kendrick - Resources

Contact officers

Tracy Woods, Business relationship and procurement manager 01603 212140

Jane Allen, Service improvement manager 01603 212497

Background documents

None

Report

Background

1. The current Cisco switches managing our internal network are end-of-life and starting to fail. A quote from Virgin Media Business Ltd to replace the kit has been obtained for £227k (via LGSS). This is a time limited quote.
2. LGSS provide maintenance support on the existing switches using Intrinsic Management services at a cost of £19k per annum.

Tender process

3. LGSS currently contract with Virgin Media Business Ltd under a framework and this framework allows for a LAN to be purchased for Norwich City Council by either Northamptonshire County Council or Cambridgeshire County Council.
4. To ensure value for money, a contract officer from the Norwich city council procurement team obtained alternative quotes by emailing all 15 suppliers on an ESPO framework. Two price quotes were returned. Virgin Media Business Ltd tender quote was the lowest.

One off cost	Annual Maintenance
£227,722.91	£20,032.68

Timescales

5. Tight timescales apply. To hold the heavily discounted price, the order must be placed by Virgin Media Business Ltd with Cisco by the 27 July.

Integrated impact assessment



NORWICH
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with the completion of the assessment can be found [here](#). Delete this row after completion

Report author to complete

Committee:	Cabinet
Committee date:	25 July 2018
Director / Head of service	Anton Bull, Director of business services
Report subject:	The award of contract for Local Internal Network (LAN)
Date assessed:	19 July 2018

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Robust hardware platform
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Avoidance of hardware failure impacting service delivery

Recommendations from impact assessment

Positive

Hardware failure mitigated

Negative

Neutral

Issues