

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

<b>Reference Number:</b>	1973
<b>Author:</b>	Anne Clarke
<b>Department:</b>	Resources
<b>Contact:</b>	Jez Bailey (Job Title: Service Support Manager, Email: jez.bailey@nottinghamcity.gov.uk, Phone: 01158763229)
<b>Subject:</b>	Mobile Communication Devices 2015-16
<b>Total Value:</b>	£40,000 (Type: Revenue)
<b>Decision Being Taken:</b>	<b>Decision Being Taken:</b> To procure over the next 12 months, as internal demand requires, stocks of suitable Mobile Communication Devices at the best price available up to a limit of £40,000
<b>Reasons for the Decision(s)</b>	<p>The principal purpose is to reduce the overall costs of purchasing and maintaining mobile communications devices . The Council wishes to purchase communication devices at the most economically advantageous price.</p> <p>Procurement of such devices has been achieved in the past through market testing resulting in best value. The technology market moves very quickly with both availability and price changing on a regular basis, often in a downwards direction as devices meet a point of maturity within the product lifecycle.</p> <p>In addition the devices need to meet business needs and security requirements.</p> <p>This decision is required to provide the flexibility to obtain the most suitable device at the best available price as demand requires. By purchasing of these through IT we are able to ensure that the correct devices are purchased at the most economical price.</p>

**Other Options Considered:**

1) To contract with the City's mobile communication supplier to supply devices. Costs are typically 50% higher than those purchased on the open market and also locked preventing flexibility. Therefore this option is rejected.

2) Contracting for the supply of devices from a single contractor. Prices and availability change on a regular basis and prices often reduce as the product meets a point of maturity within the product lifecycle. As such it would not be sensible to tie into a contract at a fixed price for a period of time. This option has been rejected.

**Background Papers:**

**Published Works:**

DD 1511 Mobile Communication Devices

**Affected Wards:**

Citywide

**Colleague / Councillor Interests:**

**Dispensation from Financial Regulations:**

Yes

**Consultations:**

Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:**

There are no Crime and Disorder Implications.

**Equality:**

EIA not required. Reasons: This decisions does not relate to new or changing policy, service or function.

**Decision Type:**

Portfolio Holder

**Subject to Call In:**

Yes

**Call In Expiry date:**

08/05/2015

**Advice Sought:**

Legal, Finance, Procurement, IT

**Legal Advice:** This proposal does not raise any significant legal issues provided that procurement rules and the council's financial regulations are followed at the time that quotes/tenders are sought. Advice provided by Sarah O'Bradaigh (senior solicitor) on 13/04/2015.

**Finance Advice:** The cost of this proposal, not to exceed £0.040m in total, will be met from existing revenue budgets for telephony within Resources ICT supported by departmental contributions where appropriate. Following the centralisation of telephony budgets in 2011, Resources ICT manage and fund most of the Council's telephony provision. Replacement of telephony equipment, provided it is broadly judged to be the modern equivalent of items being replaced, can be funded by ICT's central budget. Demand for higher spec items to support new or expanded services should be supported by budget contributions from, or external recharges to, client departments. Budget transfers will be subject to approval in accordance with Corporate Financial Procedures as they apply to the virement of budgets. Any savings generated as a result of this proposal will contribute towards the achievement of revenue budget saving requirements for ICT telephony effective from 2015/16.

Advice provided by C I Sharpe (Finance Analyst) on 14/04/2015.

**Procurement Advice:** This approach to buying our mobile devices makes good common sense and will ensure that we get the best price and quality at the time of ordering. Advice provided by Paul Ritchie (Procurement Category Manager) on 17/04/2015.

**IT Advice:** The IT Service supports this proposal. The approach allows the Council to react responsively to changes in the mobile device market, taking advantage of price changes arising from products maturity and in responding to new and falling technology costs.

Advice provided by Paul J. Burrows (Strategy Manager) on 14/04/2015.

**Signatures**

Graham Chapman (PH for Resources and Neighbourhood Regeneration)
SIGNED and Dated: 29/04/2015
Glen O'Connell (Acting Corporate Director of Resources)
SIGNED and Dated: 24/04/2015
Geoff Walker (Acting Head of Strategic Finance) - Dispensation from Financial Regulations
SIGNED and Dated: 24/04/2015
Chief Financial Officer's Comments: