

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:	2704
Author:	Anne Clarke
Department:	Resources
Contact:	Mark Smith (Job Title: Server Infrastructure Manager, Email: mark.smith@nottinghamcity.gov.uk, Phone: 01158763211)
Subject:	Citrix Advantage Subscription and Software Maintenance 31/01/2017 to 30/01/2018
Total Value:	£49000 (Type: Revenue)
Decision Being Taken:	<ol style="list-style-type: none"><li>1) To procure a one year contract (31/01/2017 to 30/01/2018) for the Citrix Advantage Subscription and software maintenance, not exceeding £49000.</li><li>2) To request a minimum of three quotations.</li><li>3) To meet the maintenance cost from the I.T. revenue budget - there is provision to meet these costs.</li></ol>
Reasons for the Decision(s)	<p><b>Reasons and Circumstances leading to the decision</b></p> <p>There are a number of Citrix software products in use within the Council (such as Citrix XenServer, XenApp, XenDesktop, Access Gateway) which need to continue to be under a maintenance and software agreement. The current contract expires at the end of January 2017.</p> <p>This decision is only requested for a one year period to give the Council the flexibility to review technologies and options whilst being fully supported for all the live users in the current setup. Without this maintenance, the Citrix products are at risk of becoming outdated and non-compliant with security and legislative requirements.</p>

**Other Options Considered:**

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1) Do nothing - the Council has invested significantly in the Citrix Architecture and whilst the strategic direction is to move to a balanced environment where more Council employees access Council systems via laptops rather than Citrix, the system is used daily by approximately 1600 active users and there will continue to be a significant though reducing number over the next 12 months.

There are a number of Citrix software products in use for this environment (Citrix XenServer, XenApp, XenDesktop, Access Gateway) and without the maintenance these products are at risk of becoming outdated and non-compliant with security and legislative requirements. Doing nothing, therefore, is not an option.

2) Procure a 3 year contract. This option is not recommended as the number of Citrix connections may reduce over the next 12 months and we would not be able to reduce the costs. Additionally Citrix are changing their charging mechanism from June 2017 and will not be offering the same service we currently procure.

**Background Papers:**

**Published Works:**

**Affected Wards:**

Citywide

**Colleague / Councillor Interests:**

**Consultations:**

Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:**

There are no crime and disorder implimentations

**Equality:**

EIA not required. Reasons: Purchase of infrastructure software not directly used by colleagues and citizens.

**Major Implications for IT:**

Yes

**Decision Type:**

Officer

<b>Executive Decision?</b>	<b>Yes</b>
<b>Scheme of Delegation Reference Number or Other Source of Delegation:</b>	<b>1</b>
<b>Subject to Call In:</b>	<b>No</b>
	<b>The call-in procedure does not apply to the decision because the value of the decision is below the call in threshold.</b>
<b>Advice Sought:</b>	<b>Legal, Finance, Procurement, IT</b>
<b>Legal Advice:</b>	<b>This procurement gives rise to no significant legal concerns.</b> <b>Legal are available to provide assistance. Advice provided by Brian Lewis Stewart (Solicitor) on 03/01/2017.</b>
<b>Finance Advice:</b>	<b>Revenue budget has been identified to meet the costs for the Citrix Advantage subscription and software maintenance. The costs have been estimated at £49k for the year, which is £7k higher than what was charged in 2015-16, the quotes are not expected to exceed this amount and the difference can be absorbed within current budget allocations. Advice provided by Chanelle Poyser (Commercial Business Partner) on 20/12/2016.</b>
<b>Procurement Advice:</b>	<b>The report author wishes to go out for 3 quotes to renew the Citrix maintenance agreement. As this approach complies with our financial regulations, procurement have no concerns with this approach. The maintenance has been agreed on an annual basis for the last 3 years as numbers have decreased each year and this approach ensures value for money as our requirements are accurately reflected each year.</b> <b>Going forward the decision needs to be taken whether to end the use of Citrix or maintain this for our mobile workforce, taking into account their feedback. If Citrix looks set to remain for a proportion of the workforce, I recommend a longer term contract to try and secure a nominal discount for our extended commitment. Advice provided by Rosalie Parkin (Category Manager) on 20/12/2016.</b>
<b>IT Advice:</b>	<b>The IT Service supports this proposal.</b> <b>Citrix is used to deliver services to a range of colleagues across the Council. The proposal made is to continue to purchase support for the product to ensure it is maintained with provision for supplier and 3rd party support.</b> <b>Advice provided by Paul J. Burrows (IT Change, Projects &amp; Strategy Manager) on 15/12/2016.</b>
<b>Signatures:</b>	<b>Candida Brudenell (Corporate Director of Strategy and Resources)</b> <b>SIGNED and Dated: 16/01/2017</b>