

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:	2750
Author:	Steven Brookes
Department:	Strategy and Resources
Contact:	Simba Chirara (Job Title: Voice and Data Infrastructure Manager, Email: simba.chirara@nottinghamcity.gov.uk, Phone: 01158764688)
Subject:	CUBE and SIP upgrades
Total Value:	40,227 (Type: Capital)
Decision Being Taken:	<p>1) To approve the purchase and installation of the telephony computer networking equipment and connection services to Nottingham City Council. To delegate authority to the Head of IT to place an order with Virgin Media.</p> <p>2) To grant dispensation from the Council's Contract Procedure Rules in accordance with paragraph 3.29 of the Council's Financial Regulations because there is only one available supplier. Virgin Media are currently the sole supplier of telephony services to NCC under the terms of a previous competitive tender process, which awarded a 3 year exclusive contract, starting 31/10/2015.</p>
Reasons for the Decision(s)	NCC can currently receive 90 external calls simultaneously, and we use over 95% of this capacity at peak times. When the capacity is exceeded citizens will get a dial tone when they call us. This project will double the call capacity at NCC, replace the obsolete Cisco Integrated Service Routers, and increase our call resilience by removing a potential single point of failure.
Briefing notes documents:	Project Brief F0377855 CUBE and SIP upgrade v1.docx
Other Options Considered:	Do nothing - rejected. The current Cisco unified border elements and Integrated Services routers used to connect external callers are running at capacity. There is a high risk that citizens will be unable to call NCC at peak times. In addition the current technical design has a single point of failure, leading to a high risk that NCC would be unable to accept any calls at all. We have an exclusive contract with Virgin Media, other potential suppliers were not considered.
Background Papers:	

**Published Works:**

**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:**

None

**Equality:**

EIA not required. Reasons: The proposed change will affect all citizens equally.

**Decision Type:**

Portfolio Holder

**Subject to Call In:**

No  
The call-in procedure does not apply to the proposed decision because the delay likely to be caused by the call in process would seriously prejudice the Council's or the public's interests. The Chair of the Overview and Scrutiny Committee (or Vice-Chair) in his/her absence has been consulted and agreed both that the decision proposed is reasonable in all circumstances and that it should be treated as a matter of urgency.

Person Consulted: N/A  
Consultation Date: 23/01/2017  
Decision is below £50,000 threshold.

**Advice Sought:**

Legal, Finance, Procurement, IT

**Legal Advice:**

The proposals set out in the report raise no significant legal issues and, on the basis of the rationale outlined, are supported. Advice provided by Malcolm Townroe (Legal Services Manager) on 19/12/2016.

**Finance Advice:**

The total initial cost of this decision is £40,227.62. This cost will be met by the IT Efficiency Fund. The annual maintenance charge increase of £1,172.69 will be met from existing provisions IT's revenue budget.

The Virgin Media quote shows a monthly rental increase of £1,841.57. This will be offset by the cancellation of the current ISDN lines (Q931) where NCC are charged £1.841.57 per month. Any technical input required from the IT service will be from existing staffing resources. There is therefore no impact on the medium term financial plan.

Advice provided by Ian Greatorex (Finance Project Manager) on 15/12/2016.

**Procurement Advice:**

This report seeks approval, using clause 3.29 of the financial procedure rules on grounds of operational issues for a value below key decision level, to dispense with the requirement under clause 5.1.1 under the contract procedure rules to seek three quotes. If dispensation is granted, then the requirements of the contract procedure rules will be satisfied and there will be no procurement concerns. Given that this is an upgrade of equipment and will be incorporated into an existing contract, procurement supports this proposal. Advice provided by Rosalie Parkin (Category Manager) on 29/12/2016.

**IT Advice:**

The IT Service supports this proposal. Existing telephone capacity for citizen contacts to the Council for services is capped and so calls are unsatisfied. The proposed investment will increase current capacity and so allow a higher degree of telephone based service to be provided to citizens. The technology proposed is that of a type familiar to the Council and so is considered a low risk implementation.

Advice provided by Paul J. Burrows (IT Change, Projects & Strategy Manager) on 08/12/2016. Advice provided by Steven Brookes (Application Manager) on 03/01/2017.

**Signatures**

Graham Chapman (PH for Resources and Neighbourhood Regeneration)
SIGNED and Dated: 22/02/2017
Candida Brudenell (Corporate Director for Strategy and Resources)
SIGNED and Dated: 15/02/2017
Geoff Walker (Strategic Director Finance/CFO) - Dispensation from Financial Regulations
SIGNED and Dated: 25/01/2017
Chief Finance Officer's Comments: Dispensation from financial regulations agreed due to the operational reasons contained in the report