

28 day notice
Notice issued 15 February 2023

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice is given of the following proposed Key Decisions (whether proposed to be taken in public or in private) and of Executive Decisions including key decisions) intended to be considered in a private meeting:-

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
230208/783	To undertake procurement and proposed award of call-off contract(s) for the supply of ICT hardware	Director of Smart Cities and Enabling Services	Y	16 March 2023	N	Not applicable.	Report	Governance Services City Hall Plater Way Sunderland SR1 3AA committees@sunderland.gov.uk

Note; Some of the documents listed may not be available if they are subject to an exemption, prohibition or restriction on disclosure.

Further documents relevant to the matters to be decided can be submitted to the decision-maker. If you wish to request details of those documents (if any) as they become available, or to submit representations about a proposal to hold a meeting in private, you should contact Governance Services at the address below.

Subject to any prohibition or restriction on their disclosure, copies of documents submitted to the decision-maker can also be obtained from the Governance Services team City Hall, Plater Way, Sunderland, or by email to committees@sunderland.gov.uk

***Other documents relevant to the matter may be submitted to the decision maker and requests for details of these documents should be submitted to Governance Services at the address given above.**

Who will decide;

Councillor Graeme Miller – Leader; Councillor Claire Rowntree – Deputy Leader & Clean Green City; Councillor Paul Stewart - Cabinet Secretary; Councillor Louise Farthing – Children, Learning and Skills; Councillor Kelly Chequer – Healthy City; Councillor Linda Williams – Vibrant City; Councillor Kevin Johnston – Dynamic City.

This is the membership of Cabinet as at the date of this notice. Any changes will be specified on a supplementary notice.

Elaine Waugh,
Assistant Director of Law and Governance

15 February 2023

PROPOSED PURCHASE OF ICT HARDWARE REQUIREMENTS

February 2023

REPORT OF THE DIRECTOR OF SMART CITIES AND ENABLING SERVICES

1. Purpose of the Report

- 1.1 To seek approval for the proposed purchase of ICT hardware requirements across the Council.

2. Background and Proposal

- 2.1 Currently, the ICT Service has a range of hardware requirements which must be refreshed across the estate. The scope of these items are as follows:

- Laptops
- Smart Mobile Handsets
- Network Switches
- Desktop Uninterrupted Power Supplies
- Cables
- Wi-Fi Access Points

The delivery of the above items must be made to one or more Council sites within the next 12 months.

- 2.2 There are no current contracts in place for the supply of hardware, as these are often one-off purchases.
- 2.3 It is intended that the forthcoming procurement exercise will be undertaken by the Crown Commercial Service (CCS) who are running a national further competition process, in which multiple public sector organisations can aggregate their hardware requirements. By participating in this process, it is anticipated the Council can increase our buying power to achieve savings that would not be possible through individual buying.
- 2.4 The CCS intends to share the proposed outcome of the national further competition process in mid-March. At that time, the Council will confirm whether we wish to proceed to order any or part of the hardware requirements based on the prices submitted.
- 2.5 The budget for all requirements is approximately £1.7m.

3. Reasons for the Decision

A hardware refresh is undertaken every four years to ensure the Council's infrastructure and end user devices are fully supported, have improved performance and increased security, which will ensure the risk of disruption to the workforce and Council services is minimised.

4. Alternative Decisions

The alternative option is not to proceed with the purchase the hardware requirements. However, this option is not recommended as the existing hardware must be refreshed, in order to continue supporting the infrastructure and staff across the Council.

5. Recommendation

It is therefore recommended that the Chief Executive approves our participation in the procurement process for the purchase of replacement hardware.