

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution <http://www.stevenage.gov.uk/content/committees/96416/Part4E-Overview-and-Scrutiny-Procedure-Rules-updated-October-2016.pdf>)

Subject: Switch Replacement Project	
Staff Contact: peter Wain	Executive Member: Tom Pike
Tel: 01438 242985	Portfolio: Corporate Services

1. That the Strategic Director:

1. Has determined that Annex A of the Decision Record should not be disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A the public interest in maintaining the exemption outweighing the public interest in disclosing that information;
2. Awards the contract for the supply of network hardware and associated support and maintenance services for the switch replacement project to the preferred supplier set out in Annex A and approves award and signing of the contract.

2. **Reasons for the decision:** There is a lack of capacity in the council's network to support the hosted desktop upgrade project. In addition the ICT network hardware infrastructure is ageing and nearing "end of life" from a vendor support point of view. Consequently, there is an escalating risk that the hosted desktop upgrade project will be delayed and core network hardware devices become unsupported, which could result in a failure and have a negative impact on the Council's ICT operations. This is in the ICT strategy and has been identified in the budget setting process.

3. Alternative options considered and rejected ²:

1. Do nothing. Accept the risk of failure with no vendor support contract in place. The risk of failure was deemed too great considering the age of the network hardware devices and the potential negative impact on the Council's ICT operations.
2. Do nothing. Accept that the VDI upgrade project, already awarded, cannot move forward which means that the expected performance improvements will not be realised.

4. Consultation

- (a) Comments of Executive Member ^{3 4}

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The decision has been discussed with Cllr. Broom and he has provided his approval to proceed.

(b) Comments of other consultees ⁵

5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed:

Title: Date:

6. **PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION**

¹ for guidance see Borough Solicitor’s note "Taking Decisions"

² details of any alternative options considered and rejected by the officer at the time the decision was made

³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.