

## Record of officer decision

<b>Decision title:</b>	Cisco Network Maintenance for Equipment Purchased prior to 2017
<b>Date of decision:</b>	22 October 2019
<b>Decision maker:</b>	Assistant Director Corporate Support
<b>Authority for delegated decision:</b>	Herefordshire Council's Constitution ( <a href="#">19 May 2017</a> ) Scheme of Delegation, Part 3: Section 7 – Officer Functions: 3.7.5 Operational decisions. Chief Executive Scheme of Delegation to Officers ( <a href="#">updated 1<sup>st</sup> April 2019</a> ), point 75 ICT Commissioning and Strategy to Assistant Director Corporate Support.
<b>Ward:</b>	Countywide
<b>Consultation:</b>	n/a
<b>Decision made:</b>	Award a contract to CAE Technology Services for the provision of cisco equipment maintenance and support for a period of 4 months at a total cost of £33,605.
<b>Reasons for decision:</b>	<p>Discussions have been ongoing between Hoople IT and the Manufacturer (Cisco) as to the best way to re-procure the support and maintenance contract for Cisco Equipment purchased prior to 2017 (all other devices procured since that date are covered by other support contracts), as the manufacturer has other offerings which it was thought may provide better value.</p> <p>These discussions have been ongoing since the early part of 2019. Unfortunately, details of the alternative approach have not materialised and it is not feasible to continue at risk without a valid support agreement for these devices.</p> <p>In order to demonstrate best value and in line with the council's contract procedure rules CCS Framework RM3808 will be used to procure a longer term solution (anticipated to take up to 4 months). With this in mind and to not place the council at risk, appropriate maintain/reinstate cover for the equipment is procured whilst the procurement takes place.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>There is a financial risk to applying for a short term contract with the supplier as it is unlikely that any term based discounts will be applied as with longer contracts.</p> <p>If equipment does not have a support and maintenance contract there is security and compliance risk. Including equipment being vulnerable due to emerging security flaws and if the service becomes unavailable due to an issue with the underlying operating system or software, this would affect the ability of the Council to deliver its services.</p>

<b>Details of any alternative options considered and rejected:</b>	Do nothing – as outlined above this could lead to security and data risks. Seek Exemption for 1 Year – this is possible, but unnecessary considering the need to follow the council’s contract procedure rules for value for money lost.
<b>Details of any declarations of interest made:</b>	None

Signed..... Date: 22 October 2019