

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 22 January 2019

TITLE	Re-procurement of mobile phone contract		
Ward(s)	Not Applicable		
Author: Ian Gale	Job title: Acting Head of IT		
Cabinet lead: Cllr Craig Cheney	Executive Director lead: Mike Jackson		
Proposal origin: BCC Staff			
Decision maker: Cabinet Member Decision forum: Cabinet			
Purpose of Report: This report requests approval to procure a contract for the supply of mobile devices and associated airtime used across BCC through the direct award of up to a 2 year contract, through the Crown Commercial Services Framework: RM1045 Network Services, Lot 6 for the supply of mobile devices and associated airtime and that authority to award the contract is delegated to Director of Digital Transformation.			
Evidence Base: Mobile devices, such as mobile phone, tablets and specialist devices are used extensively across the BCC employee base; they are also used in remotely managed equipment such as parking controllers. Employees use mobile devices to support remote and agile working as well as providing emergency contact to colleagues, partner organisations and citizens. The growing use of Smartphone and tablet technology allows for access to email, calendars and line of business applications enabling increased productivity and improved service responses. Essentially, these products now underpin the fundamental day-to-day operation of the organisation. Our current contract expires end January 2019. We need to have a contract in place that will allow us to continue to use these devices. The strategic intent is to bundle all data and telecoms services into a single composite contract when the key contract dates fall due, so the intention of this framework award is to co-terminate as far as possible, all our telecoms and data contracts in order to minimise service disruption. Additionally, we expect the use of Bring Your Own Device (BYOD) to develop, affecting the strategy for mobile phone provision over the medium term. The use of frameworks provides a compliant route to market, will deliver reduced like-for-like costs and will eliminate the need for a costly and disruptive migration programme between airtime suppliers. The cost of transition can be expensive given the number and location of devices e.g. sims in traffic lights, and whilst open competition may deliver preferential tariffs, the cost of transition is likely to offset this. Therefore to transition prior to a strategic review is undertaken and the subsequent impact on the requirement, it would not be in the commercial interests to undertake an open competition at the end of the current contract. We will also use the opportunity within the framework to optimise connection types and tariffs to ensure best value. The recommendation is that we ensure continued use of mobile devices on the Council estate through a framework award (Crown Commercial Services Framework RM1045 Network Services - Lot 6 mobile voice and data services) to secure a 2 year contract for the supply of mobile devices and airtime, to allow delivery of the strategic intention to consolidate all telecoms and data contracts.			
Cabinet Member / Officer Recommendations: That Cabinet <ol style="list-style-type: none">1. Authorise the procurement of a contract for the supply of mobile devices and associated airtime for up to 2 years, through the Crown Commercial Services Framework.2. Delegate authority to award the contract to Director of Digital Transformation in Consultation with the Deputy Mayor for Finance, Governance and Performance.			

Corporate Strategy alignment: Without the use of these products, the ability to deliver most elements of the Corporate Strategy would be severely compromised.

City Benefits: There are no specific or direct benefits to the city; there are no identified equalities impacts. However, without the use of mobile devices, the Council would be unable to deliver most services in an effective way.

Consultation Details: No consultation is considered necessary.

Revenue Cost	£ Estimated at £800k over contract life (is subject to usage and volumes)	Source of Revenue Funding	15131
Capital Cost	£	Source of Capital Funding	
One off cost <input type="checkbox"/>		Ongoing cost <input checked="" type="checkbox"/>	
		Saving Proposal <input type="checkbox"/> Income generation proposal <input type="checkbox"/>	

Required information to be completed by Financial/Legal/ICT/ HR partners:

1. Finance Advice: *The contract is due to be awarded against an improved framework which allows more opportunities to create efficiencies in the longer term. The revenue budget is currently set at £600k.*

Finance Business Partner: *Kevin Lock, 20/11/18*

2. Legal Advice: *The proposal involves a direct award for a year contract not exceeding 2m years under the OGC Framework Agreement. On the basis the Council's Procurement Rules in relation to the use of an external framework have been complied with and the Framework agreement has been procured lawfully and demonstrates value for money there are no legal issues arising from the recommendation contained in the report.*

Legal Team Leader: *Husinara Jones, Team Leader/Solicitor, 29/11/2018*

3. Implications on IT: *The award of this contract is essential to maintaining mobile phone and device services across BCC.*

IT Team Leader: *Ian Gale, Acting Head of IT, 29/11/18*

4. HR Advice: *No HR implications anticipated if service continues uninterrupted.*

HR Partner: *James Brereton (People & Culture Manager), 19th November 2018*

EDM Sign-off	Mike Jackson	05/12/18
Cabinet Member sign-off	Cllr Craig Cheney	12/11/18
CLB Sign-off	Mike Jackson	11/12/18
For Key Decisions - Mayor's Office sign-off	Simon Cowley	11/01/19

Appendix A – Further essential background / detail on the proposal	NO
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	NO
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	NO
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Combined Background papers	NO
Appendix J – Exempt Information	NO

Appendix K – HR advice	NO
Appendix L – ICT	NO