

REPORT TO	DATE
Chief Executive, in Consultation with the Leader of the Council	9 th June 2020



TITLE	PORTFOLIO	REPORT OF
Urgent Decision Under Section 35 of the Council's Constitution: Mobile Phone Contract Renewal	Finance, Property and Assets	Director of Customer and Digital

Is this report a key decision? (i.e. more than £100,000 or a significant impact on more than 2 Borough wards)	Yes
Is this report confidential?	No

PURPOSE OF THE REPORT

1. To seek approval for the renewal of the Council's Mobile Phone Contract. The reason for the urgent decision is to ensure the devices and apps continue to be supported and progress on the migration to the use of Office 365 and InTune is maintained. This will enable members and staff to access emails, replacing the current Blackberry contract which terminates at the end of June 2020.

RECOMMENDATIONS

2. To renew the Council's Mobile Phone contract with EE for a period of 2 years through a valid Framework agreement RM3808 Lot 10 from The Crown Commercial Services.

REASONS FOR THE DECISION

3. The current Mobile Phones used by both members and staff are now end of life and from the end of June 2020 will no longer receive security updates for the device. Also some of the applications used will no longer be compatible with the device.
4. With the outbreak of Covid-19 the contract renewal has taken longer than expected as Mobile Phone providers have been prioritising the NHS and other Blue light Services.
5. The Blackberry Mobile Device Management (MDM) expires at the end of June 2020.
6. Crown Commercial Services provide commercial services to the public sector and enable the saving of money for the taxpayer. The particular Framework agreement we are relying on here allows for a direct award of the contract.

CORPORATE OUTCOMES

7. The report relates to the following corporate outcomes:

Excellence, Investment and Financial Sustainability	x
Health, Wellbeing and Leisure	
Place, Homes and Environment	

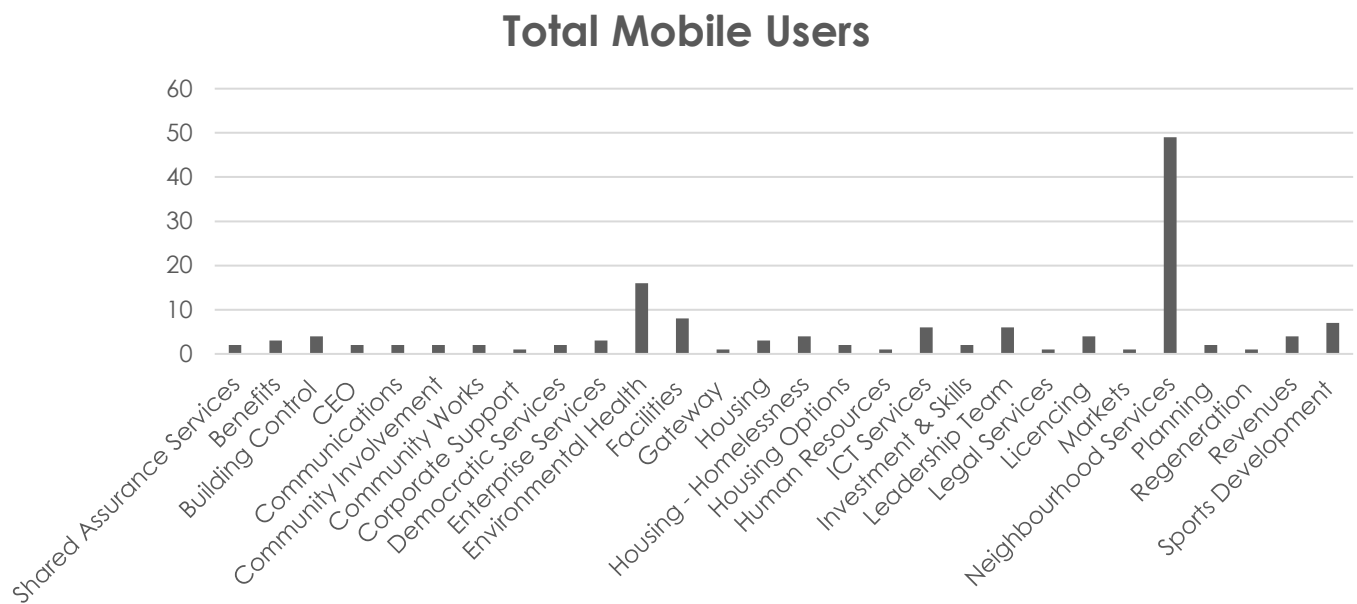
Projects relating to People in the Corporate Plan:

Our People and Communities	
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BACKGROUND TO THE REPORT

8. South Ribble has committed to becoming carbon neutral by 2030 and introducing a paper-light way of working will help to achieve this. To support this ambition, it is important users are issued with a suitable, fit for purpose device which will provide access to email, Microsoft Office applications and any user specific line of business applications.
9. There are currently 119 mobile devices (excluding non-smart devices) which are no longer fit for purpose and need replacing. A number of the issues being experienced with the current devices are listed below:
- Slow and non-responsive interface
 - Batteries not lasting a suitable length of time
 - Apps and security updates no longer being supported
10. As the Council must maintain a Public Sector Network (PSN) connection compliance certificate these devices need to be replaced.

11. Please see chart below which details the total number of mobile devices by service area, this includes non-smart devices such as call only phones:



The above chart excludes devices assigned to elected members.

12. The Council is migrating to the use of Office 365 and InTune will be installed for access to emails replacing the current Blackberry solution. The current Blackberry Solution terminates at the end of June 2020 and the Council aims to replace mobile phones used by both members and staff by the end of this Blackberry Contract.
13. As part of the contract the Council will receive a Technology Fund of £38,750 which will be used in the purchase of new upgraded mobile phone devices.
14. The current cost of the contract is £48,000 pa.
15. A briefing and project plan was taken to Leader / Deputy Leader Brief In March 2020 which detailed further background and associated milestones and delivery outcomes.

PROPOSALS (e.g. rationale, detail, finance, procurement)

16. South Ribble currently has a rolling network contract with EE, which provides mobile users with minutes, texts and data. Each user is assigned 2gb data, unlimited texts and unlimited minutes, per month.
17. As is now standard with corporate contracts, the council wish to move towards a pooled contract which allows a more flexible approach to assigning data to users. For example one user could use more than their share of the pool which then can be offset by a user who only uses a small amount of data.
18. Procurement will be through The Crown Commercial Services Framework agreement RM3808 Lot 10. We have on a number of occasions purchased goods and/or services through Crown Commercial Services Framework agreements.

19. The anticipated cost of the new contract is £100,440 over the 2 year period (£50,220 pa). The slight increase in costs provides the user with more data allowance which has been doubled. Data usage is aggregated to prevent excess charges for over use data allowance. This cost also includes new connections established to help with the current Covid-19 working from home arrangements and increased agile working moving forward. The costs also include the new connections established for Shared Service users transferred from Chorley Borough Council.

CONSULTATION CARRIED OUT AND OUTCOME OF CONSULTATION

20. There are no statutory requirements to consult on the proposals outline within this report.

ALTERNATIVE OPTIONS CONSIDERED

21. To change Mobile Phone Provider – rejected. By remaining with EE this allows the Council to keep the existing Mobile Phone Numbers which would otherwise have to either be changed or ported across to another supplier and in the current climate this could leave essential officers and members with no Mobile contact for a period.
22. Chorley BC have recently extended their agreement with EE. This contract will provide sufficient time to consolidate processes and procedures between CBC and SRBC and then look to a joint procurements exercise going forward.

AIR QUALITY IMPLICATIONS

23. There are no Air Quality implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

24. The risks and mitigating actions have been considered when producing this report.

EQUALITY & DIVERSITY IMPACT

25. None

COMMENTS OF THE STATUTORY FINANCE OFFICER

26. The slight increase in cost can be managed within existing budgets

COMMENTS OF THE MONITORING OFFICER

27. This is a high value contract and the use of a framework is a compliant procurement process. The reasons provided for remaining with EE provide evidence to support value as does the comparative figures for the current annual value of the contract and the cost for the next 2 years. There are no legal restrictions on entering this contract as proposed.

BACKGROUND DOCUMENTS

None

APPENDICES TO THIS REPORT

None

Report Author:	Telephone:	Date:
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Approval of Urgent Decision

I confirm that I consider this decision is one of genuine urgency in accordance with section the Council's constitution:



Councillor David Howarth
Chair of the Scrutiny Committee

Dated: 10 June 2020

Following careful consideration and assessment of the contents of the report, I approve the recommendations contained in the report in accordance with the Council's constitution in consultation with the Leader of the Council:



Gary Hall
Chief Executive

Dated: 10 June 2020



Councillor Paul Foster
Leader of the Council

Dated: 10 June 2020