



Portfolio Holder Report

The portfolio holder will make a decision on this item after seven days have elapsed (including the date of publication).

Report of:	Portfolio Holder	Date of publication
Marianne Hesketh, Corporate Director Communities	Councillor Alan Vincent, Resources Portfolio Holder	6 May 2021

Mobile voice and data services contract

1. Purpose of report

- 1.1 To seek approval to proceed with a new mobile data voice services contract under the Network Services 2 Framework.

2. Outcomes

- 2.1 Maximise commercial opportunities and deliver efficiencies.

3. Recommendation

- 3.1 That approval is given to deal with the procurement using the exemptions to Contract Procedures contained within the Financial Regulations and Financial Procedure Rules on the following grounds: "That a framework agreement is available that necessitates the council not having to go out to tender, and the goods, works and services will still provide the council with best value for money."

4. Background

- 4.1 The council migrated to EE in May 2016 on a two year contract with an option to extend for an additional year. This option was then subsequently taken up by the council.
- 4.2 Owing to the need for clarifications, poor responses from the incumbent supplier (EE) and ultimately the pandemic the contract lapsed and then rolled into a monthly contract in June 2019 and this has continued.

- 4.3** The council currently has a total of 162 active connections and these are split out as per below:
- 68 x Voice and Data Users;
 - 49 x Voice Only Users;
 - 31 x Mobile Broadband (Data Only) Users;
 - 14 x 'Pay as you Go' Users – Only charged when used.
- 4.4** EE are no longer on the RM3808, Lot 6 Mobile voice and data services framework used in 2016 for the original procurement exercise. As such, an alternative provider has needed to be sourced. Procurement of the new contract is still under the framework RM3808, Lot 6 Mobile voice and data services.

5. Key issues and proposals

- 5.1** The proposed implementation will take place over two phases:
1. Unlock mobile devices that are currently restricted to the EE network;
 2. Replace SIM cards in mobile devices.
- 5.2** In order to meet our needs, Vodafone have confirmed their contract offering will be as follows (based on an analysis of the previous 12 months' usage):
- 148 Connections split out as per below:
- 68 x Voice and Data Users;
 - 49 x Voice Only Users;
 - 31 x Mobile Broadband (Data Only) Users;
 - A shared data pool of 291GB. (A technology fund totalling £9,250 to cover a refresh of 'basic' handsets and a replacement tablet for existing Mobile Broadband Users during the life of the contract.)
- 5.3** On this basis, the proposal covers:
- All connections (that have access to data) having access to a shared data pool of 291GB;
 - Eliminating the need for the council to manage a per-user data structure, with the split kept as above;
 - A co-terminus agreement that ensures that the council will have a single end date on each device regardless of when the device contract is initiated;
 - A technology fund totalling £9,250 to cover replacement of 'Basic' handsets to the CAT B35.
- 5.4** Any outstanding contract terms with EE will be settled as a payment from Vodafone to the council which will then enable the council to pay EE. The value of the outstanding contract which Vodafone will settle is estimated to be £5,000.
- 5.5** The initial contract term is 24 months with expenditure across this period of £48,840 (£2,035 per month line rental). The contract therefore equates to £24,420 per annum. The current budget for Mobile Devices in 2021/22

is £30,320. This represents a potential saving on the budget of £5,900 per annum.

5.6 Based on current line rental value the £24,420 should not be exceeded but a small contingency of £900 will be retained. The remaining £5,000 will be offered as an efficiency saving against previously agreed targets from ICT for the purchase of items such as the TopDesk system.

5.7 There is a limit under Network Services 2 that the total call off period (under Lot 6 – Mobile Voice and Data Services) cannot extend beyond three years in total. The maximum extension period allowed would be one year (two years plus a one year optional extension period taking the contract term to three years).

6. Delegated functions

6.1 The matters referred to in this report are considered under the following executive function delegated to the Resources Portfolio Holder (as set out in Part 3 of the council’s constitution): “To consider departures from Rules relating to financial and contractual matters if appropriate.”

Financial and legal implications	
Finance	<p>A 24 month contract with a monthly line rental of £2,035 will result in an annual cost of £24,420.</p> <p>Vodafone will provide an EE termination fund of an estimated £5,000 to offset any costs.</p> <p>A Vodafone ‘tech fund’ totalling £9,250 is included as well as 31 new iPads.</p> <p>Overall, a saving of £5,000 per annum will be achieved against existing ICT savings targets previously reported.</p>
Legal	<p>A contract for the provision of mobile voice and data services will be entered into with the successful supplier which complies with the Council’s Financial Regulations and Financial Procedure Rules.</p>

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	✓
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

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List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

None

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