

Meeting of:	Cabinet
Date of Meeting:	Monday, 15 July 2019
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	ICT Procurement 2019/2020
Purpose of Report:	To obtain approval for delegated authority to let a tender and award a contract to replace end of life network switching hardware. Also to obtain approval to award a temporary mobile phone contract with O2.
Report Owner:	Leader and Cabinet Member for Performance and Resources
Responsible Officer:	Carys Lord, Head of Finance
Elected Member and Officer Consultation:	Resources Revenue Accountant Resources Capital Accountant Senior Procurement Officer (ICT) Networks and Communications Manager (ICT)
Policy Framework:	This is a matter for executive decision by Cabinet
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The ICT servers located in the Civic Office datacentre and the Alps Depot are connected by a dedicated fibre network to ensure speed, resilience, and bandwidth. • The existing network switches which connect the fibre network to the servers at each site have performed extremely efficiently and effectively since they were installed seven years ago but they are nearing end of life (and manufacturer support) and need to be replaced. • ICT have a capital allocation for 2019/20 to fund the replacement of the end of life network switches. • The Council's corporate mobile telephony contract which has been provided by O2 has expired and needs to be renewed. • There has been a delay in renewing this contract as the new Crown Commercial Service's (CCS) procurement framework RM3808, which was due to be available early this year has been delayed. It is now expected to be available in September 2019. 	

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- There is continued demand from Services within the Council for new mobile phone connections, but this demand can't be met until a new contract is in place.
- The current mobile phone service providers can provide a monthly rolling contract which will enable the Council to add new connections at a lower tariff as compared to what is currently available as part of the outgoing corporate mobile phone contract.
- This arrangement will allow the Council to manage its mobile telephony estate until the new procurement framework is available.

Recommendations

1. That cabinet agree to the letting of a tender for the replacement network switching hardware.
2. That delegated authority is granted to the Head of Finance, in consultation with the Managing Director and the Leader, to award the tender for the replacement network switching hardware to the winning supplier.
3. That delegated authority is granted to the Monitoring Officer / Head of Legal and Democratic Services to execute a contract with the successful tenderer for the provision of replacement network switching hardware.
4. That delegated authority is granted to the Monitoring Officer / Head of Legal and Democratic Services to execute a monthly rolling contract for mobile telephony services with O2 to cover the period until the new service can be tendered.
5. That permission is granted to let a tender under the CCS mobile telephony procurement framework RM3808 when it becomes available.
6. That delegated authority is granted to the Head of Finance, in consultation with the Managing Director and the Leader, to award the mobile telephony tender to the successful supplier.
7. That delegated authority is granted to the Monitoring Officer / Head of Legal and Democratic Services to execute a contract with the successful tenderer for the provision of mobile telephony.

Reasons for Recommendations

1. To futureproof the performance, availability and resilience of the Council's computer network.
2. To have an appropriate contract in place for the replacement network switching gear
3. To have an appropriate contract in place for the replacement network switching gear

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4. To have an appropriate contract in place for the temporary provision of mobile telephony
5. To allow the award of contract for telephony services
6. To have an appropriate contract in place for the replacement network switching gear
7. To have an appropriate contract in place for the replacement network switching gear

1. Background

- 1.1 The ICT servers which store and serve up data to the Council's computer applications located in the Civic Office datacentre and Alps Depot are connected by a dedicated fibre network to ensure speed (performance), resilience (availability), and bandwidth (network headroom).
- 1.2 The existing network switches that connect the fibre network to the servers at each site have performed extremely efficiently and effectively since they were installed seven years ago.
- 1.3 These network switches are close to their operational end of life as the manufacturer's support and maintenance service for these devices is ending in early 2020 and need to be replaced.
- 1.4 The Council's corporate mobile telephony contract which has been provided by O2 expired in Q2 2018/19.
- 1.5 Under that contract, every time a mobile 'connection' or SIM card was ordered it was on a 3-year contractual basis similar to a personal mobile phone contract.
- 1.6 In Q2 2018/19 a significant number of connections were still live, i.e. still within their 3 year contract and the consequences of moving to a new corporate contract then would have cost the Council c. £60k to buy out of these remaining connections.
- 1.7 The decision was made then to postpone the process for a year, during which time the majority of connections which were still under contract 12 months ago would have expired - therefore mitigating the cost to buy out of any live connections.
- 1.8 During the last 12 months, no further connections have been purchased and superfluous or unused connections have been recycled and re-used within the business as required.

2. Key Issues for Consideration

- 2.1 ICT have a capital allocation for 2019/20 to fund the replacement of the end of life network switches.

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- 2.2 The new network switches will futureproof the Council's network infrastructure for many years to come and provide additional performance, resilience and security.
- 2.3 Almost all unused mobile phone connections have been re-allocated in the last 12 months, but there is still demand from the business to purchase new mobile phones with new connections (SIM cards).
- 2.4 The corporate contract is to be tendered under the Crown and Commercial Services (CCS) mobile telephony procurement framework RM3808 which was meant to be available for use early 2019, but the publication of this framework has been delayed until September 2019 at the earliest.
- 2.5 O2 can provide the Council with a temporary monthly rolling contract to allow additional connections to be purchased on a lower tariff than is currently available under the previous contract between now and such time as the new framework is in place and a longer-term contract has been implemented.
- 2.6 These new connection contracts will co-terminate with the end of the temporary arrangement so there will be no buy-out liability once a new longer-term contract has been implemented.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 Long Term - the procurement of new network switches will futureproof the Council's network infrastructure for many years to come.
- 3.2 Prevention - the upgrade of the Council's ICT infrastructure will ensure the service is able to operate effectively and will minimise the need to incur costs to repair the network.

4. Resources and Legal Considerations

Financial

- 4.1 A capital allocation is available to fund the replacement network switching hardware in 2019/20.
- 4.2 Entering into a temporary mobile telephony contract will save the Council c. £3,000 per month on voice / data / text tariff charges.

Employment

- 4.3 There are no such employment implications that arise as a result of this report.

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Legal (Including Equalities)

- 4.4** The Council will need to enter into a temporary monthly rolling contract with O2 to enable the business to procure additional mobile telephony connections until such time as the CCS framework RM3808 is made available and a longer-term contract is entered into.

5. Background Papers

None