

Notice of NON KEY Executive Decision containing exempt information

This Executive Decision Report is part exempt and Appendix A is not available for public inspection as it contains or relates to exempt information within the meaning of paragraph no 3 of Schedule 12A to the Local Government Act 1972. It is exempt because it refers to Information relating to the financial or business affairs of any particular person (including the authority holding that information), and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

Subject Heading:	To agree a 2-year (24 month) contract extension for the delivery of voice and data services with Daisy Corporate Trading Services Limited.
Decision Maker:	Glyn Peach, Director of Technology & Innovation
Cabinet Member:	Cllr Paul Middleton, Cabinet Member for Corporate, Culture and Leisure Services
SLT Lead:	<i>Kathy Freeman, Strategic Director of Resources</i>
Report Author and contact details:	<i>Henry Lewis</i> ICT Implementation Manager Henry.lewis@onesource.co.uk

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<p>Policy context:</p>	<p><i>The Havering Plan – Corporate Plan 22/23 – 26/27 key deliverables</i></p> <p>Resources Theme – “a well run council that delivers for people and place”</p> <p>The Council is financially resilient and provides value for money services to residents ensuring it is monitored fairly and transparently</p> <ul style="list-style-type: none">- Ensuring best value from contracts through procurement and commissioning
<p>Financial Summary:</p>	<p>Contract value £181,691.20 for 24 months met from landline budgets</p>
<p>Relevant OSC:</p>	<p><i>Overview and Scrutiny board</i></p>
<p>Is this decision exempt from being called-in?</p>	<p><i>The decision will be exempt from call in as it is a Non key Decision</i></p>

Non-key Executive Decision

The subject matter of this report deals with the following Council Objectives

People - Things that matter for residents

Place - A great place to live, work and enjoy

Resources - A well run Council that delivers for People and Place. X

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

To agree a contract extension with Daisy Corporate Services Trading Ltd for 2 years for Landline and Telephony services (1st January 2023 until 31st December 2024)

AUTHORITY UNDER WHICH DECISION IS MADE

Part 3 of the Council’s Constitution [Responsibility for Functions]

3.4 Powers of Second Tier Managers

General powers

(a) To take any steps necessary for proper management and administration for their allocated portfolios.

STATEMENT OF THE REASONS FOR THE DECISION

Havering Council contracted Daisy services to provide landline telephony and data services.

The Landline telephony and data contract was awarded for 3 years with effect from 1 January 2020 until 31 December 2022, with an option to extend for a further 24 months, using the direct award process provided through the framework.

No decision or contract extension was signed at the end of this initial term, however Daisy continued to provide the telephony and data services since 1st January 2023 and the Council has continued to use them.

This decision seeks to formalise the extension via appropriate governance methods.

Furthermore, given the upcoming split of oneSource, it is not recommended to run a new tender opportunity for this work..

OTHER OPTIONS CONSIDERED AND REJECTED

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Do nothing – the Council would continue to be billed and would be liable for telephony charges but without contractual safeguards in place

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Retender – not recommended due to upcoming oneSource split and need for agreed stabilisation plan works by both councils.

PRE-DECISION CONSULTATION

This decision does not require any formal consultation

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Henry Lewis – ICT Implementation Manager

Designation: ICT Implementation Manager

Signature: H Lewis

Date: 14th July 2023

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

The Council has a general power of competence under section 1 of the Localism Act 2011 to do anything an individual may generally do subject to any statutory limitations. The arrangements now sought are in accordance with these powers.

The Council intends to extend the contract for a period of 2 years from January 2023. This is permitted under the terms of the contract. Therefore, the Council can extend the Contract for 2 years in accordance with regulation 72(1) (a) PCR, as the extension was provided for in the initial procurement documents in clear, precise and unequivocal terms.

FINANCIAL IMPLICATIONS AND RISKS

The extension of the existing voice and data contract for corporate telephony service with Daisy will be at a cost of £180k over 24 months from 1st of January 2023. The costs are recharged out/funded by Council wide landline budgets (although the intention is to centralise these during the course of 2023/24). Should call volume/usage remain similar the costs will be in line with those currently being incurred (prices/unit costs are not increasing under this contract extension).

That being said, the service is currently in the process of transitioning to a cloud based telephony system and as and when possible services will be transferred over from this contract to the cloud based contract (at which point savings will start to be delivered – 2024/25 onwards). It is anticipated in the main this process will have completed by the end of the two year extension period. Daisy will not charge the Council penalties/costs for the reduction in services covered by this extension as a result of moving over to cloud. Furthermore, extension of the existing contract will avoid price increases being charged to the Council by Daisy.

HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

There are no Human Resource implications for this decision. The contract is delivering purely technical services.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;

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(iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

This decision and contract have no equalities and social inclusion implications or risk. The contract is purely technical services. Therefore an EA has not been completed.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

IT is working to reduce its reliance on data centre technologies. Plans are in place to migrate these services into the cloud in order to reduce the Council's data centre reliance on

- Electricity costs
- Air conditioning costs

And therefore the associated carbon emissions associated with these services.

BACKGROUND PAPERS

None

APPENDICES

Appendix A *Original contract* *Exempt*

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Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker



Signed

Glyn Peach

Name:

Cabinet Portfolio held:

CMT Member title:

Head of Service title

Other manager title:

Date: **3/08/2023**

Lodging this notice

The signed decision notice must be delivered to Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____