

## **Deputy Leader**

**Venue: Town Hall, Moorgate  
Street, Rotherham. S60  
2TH**

**Date: Tuesday, 7 October 2014**

**Time: 10.00 a.m.**

## **A G E N D A**

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Apologies for Absence.
4. Fareshare Food Contract Extension - Request for Exemption to Standing Orders (herewith) (Pages 1 - 3)
5. Renewal of the Good for Enterprise Licence (report herewith) (Pages 4 - 7)
6. Oracle Licence and System Support Renewal (report herewith) (Pages 8 - 9)
7. Procurement YORtender (Presentation by Emma Fairclough, Service Support/Customer Excellence Manager)
8. Cabinet Reports and Members' Issues (Directors to report).
9. Date and Time of the Next Meeting - Tuesday, 4th November, 2014 at 10.00 a.m.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Deputy Leader</b>
<b>2.</b>	<b>Date:</b>	<b>7<sup>th</sup> October, 2014</b>
<b>3.</b>	<b>Title:</b>	<b>Fareshare Food Contract Extension – Request for Exemption to Standing Orders</b>
<b>4.</b>	<b>Directorate:</b>	<b>Neighbourhood and Adult Services</b>

**5. Summary:**

The current contract for provision of food supplies to Community Food Members (CFM) by Fareshare Yorkshire (FSY) in Rotherham is due to end on 31<sup>st</sup> October, 2014. FSY has delivered the provision since it started on 1<sup>st</sup> October 2013.

It is proposed that the current contract with FSY is extended for a further 5 months until 31<sup>st</sup> March 2015. During this time period the Council will undertake an open and competitive tendering exercise for a new contract to commence 1<sup>st</sup> April 2015. The new contract will be for 12 months with an option to extend until 31<sup>st</sup> March, 2017 subject to continued demand, quality performance and finance/grant availability.

**6. Recommendations**

**The Deputy Leader is recommended to approve:**

- 6.1 An exemption to the Council’s Contract Standing Orders and Financial Regulations as provided for by Standing Order 38, to waive Standing Order 47 in order to extend the contract with Fareshare Yorkshire Ltd for the operation of the Rotherham Food Centre and provision of food to Community Food Members.**
- 6.2 That the contract be extended to 31<sup>st</sup> March 2015 to the sum of £15,154.**

## **7. Proposals and Details**

### **7.1 Background**

Following abolition of the Government's Discretionary Social Fund under the provisions of the Welfare Reform Act 2012 (c. 5), the Government provided local authorities, from April 2013, with two years funding for "local welfare provision". The funding has been provided as a Section 31 grant (S. 31, Local Government Act 2003 (c. 26)). The funding is not ring-fenced for any specific purpose although the Government expect it to be used for welfare provision, albeit that there is no statutory duty placed upon the Council in this respect.

In Rotherham, the Council has used the grant to create the "fund for change", which among other things has been used to tackle food poverty by providing a supply of food to local organisations and food banks (Community Food Members) (CFM), which in turn is given to people in need.

As a pilot, a contract was entered into for one year with FareShare Yorkshire Ltd (FSY) to provide local food banks with food. FSY is a charity affiliated to the national FareShare who have contracts in place with various supermarkets (e.g. M&S; Asda; and Tesco). FSY currently distribute 'surplus food' across Yorkshire and other areas. The contract provides for a centrally located Rotherham Food Centre for the storage and distribution of 'surplus' food, enabling storage of surplus food supplies and stockpiling of high demand foods. FSY manage the centre and facilitate the collection of ambient food only from the premises by CFMs. An agreement between the FSY and the CFMs has enabled direct communication regarding food requirements and collection of data. The contract expires on 31<sup>st</sup> October 2014.

In the first 10 months of operation the following performance has been achieved:

- 14.5 tonnes of food has been collected and redistributed to people in Rotherham;
- 1248 referrals for a food parcel have been received to date;
- 1599 food parcels have been provided;
- 513 people are currently engaged in long term support;
- Food centre has built up a long term supply of food which enables a sustainable supply of food should demand increase; and
- 13 organisations signed up to the model.

### **7.2 Continuation of the service**

Evidence to date suggests there is an ongoing need for the model and level of support.

The Rotherham Food Centre was opened in December 2013 providing an infrastructure for the distribution of food. There are thirteen CFMs signed up to receive food through the FSY contract. Looking forward the current arrangements could be expanded to increase capacity to supply twenty CFMs in the coming months from the existing centre.

### **7.3 Proposal for Waiver of Standing Orders**

Given that the initial set up investment has been made and demand continues, an extension to the current arrangements until March 2015 would offer a cost effective approach to meeting local need in the short term. It is proposed that an exemption is made to the Council's "Contract standing orders and Financial Regulations" contained in Part IV of the Council's constitution (as provided for by standing order 38), to enter into a contract extension to 31<sup>st</sup> March 2015 for the following reasons:-

1. To provide sufficient time for the Council to undertake an open and competitive tendering exercise for a new contract to commence 1<sup>st</sup> April 2015
2. To provide the service users sufficient time to engage with any potential new service provide ensuring a smooth transition into the new contract with minimum impact to vulnerable people of Rotherham.
3. Maintaining the current provision would allow Rotherham to respond efficiently and effectively to emergencies and unforeseen circumstances for vulnerable people and families therefore preventing further and more intensive interventions- depending on the level of demand.

## **8. Finance**

Based on the current level of provision the cost to extend the existing contract to 31<sup>st</sup> March 2015 would be £15,154 . Sufficient resources are available from within the 2014/15 Local welfare Provision allocation to fund the service until March 2015. It is estimated the cost of the new contract will be approximately £30K per annum.

## **9. Risks and Uncertainties**

Not extending this service provision contract would result in the ceasing of the service in Rotherham of a key preventative service which would impact significantly on vulnerable people and families in the borough.

## **10. Policy and Performance Agenda Implications**

The provision of food banks relates to the corporate plan Priority 2 "Protecting our most vulnerable people and families, enabling them to maximise their independence".

## **11. Background Papers and Consultation**

None

**Contact Name: Chrissy Wright, Strategic Commissioner, Neighbourhood and Adult Services, Tel: 01709 822308, email:chrissy.wright@rotherham.gov.uk**

<b>ROTHERHAM METROPOLITAN BOROUGH COUNCIL</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member and Advisers for Finance</b>
<b>2.</b>	<b>Date:</b>	<b>Monday 15 September 2014</b>
<b>3.</b>	<b>Title:</b>	<b>Renewal of the Good for Enterprise Licence</b>
<b>4.</b>	<b>Directorate:</b>	<b>Environment and Development Services</b>

### 5. Summary

The Council uses Good for Enterprise (GFE) as its mobile email application, and also as a mobile device management application.

The current charging agreement with Vodafone is per device and consists of an activation charge and an annual subscription charge per device. At present the authority has GFE installed on 351 devices, at an annual charge of £23K. If we keep with the current arrangements this amount will increase substantially over the next 1 to 3 years as a result of a large increase in the number of devices requiring GFE.

It is proposed to move to an annual subscription model for 1,200 user licenses for use on unlimited devices. The annual charge would be circa £41k; this would also give access to the Good Collaboration Suite. This would represent a saving of £55k per year when compared to projected costs using the current approach.

### 6. Recommendations:

The Cabinet Member for Finance is asked to:

- **Approve a move to a 3 year subscription model via Vodafone for Good for Enterprise, and access to the Good Collaboration Suite, which gives additional benefits. This will cost £41k per year and will achieve savings in the region of £164K over the 3 year period.**
  - **Approve that the contract for Good for Enterprise be exempt from the provisions of standing order 48.1 (requirement to invite three to six tenders for contracts with a value of over £50k) and the contract be awarded to Good via Vodafone.**
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## 7. Proposals and Details

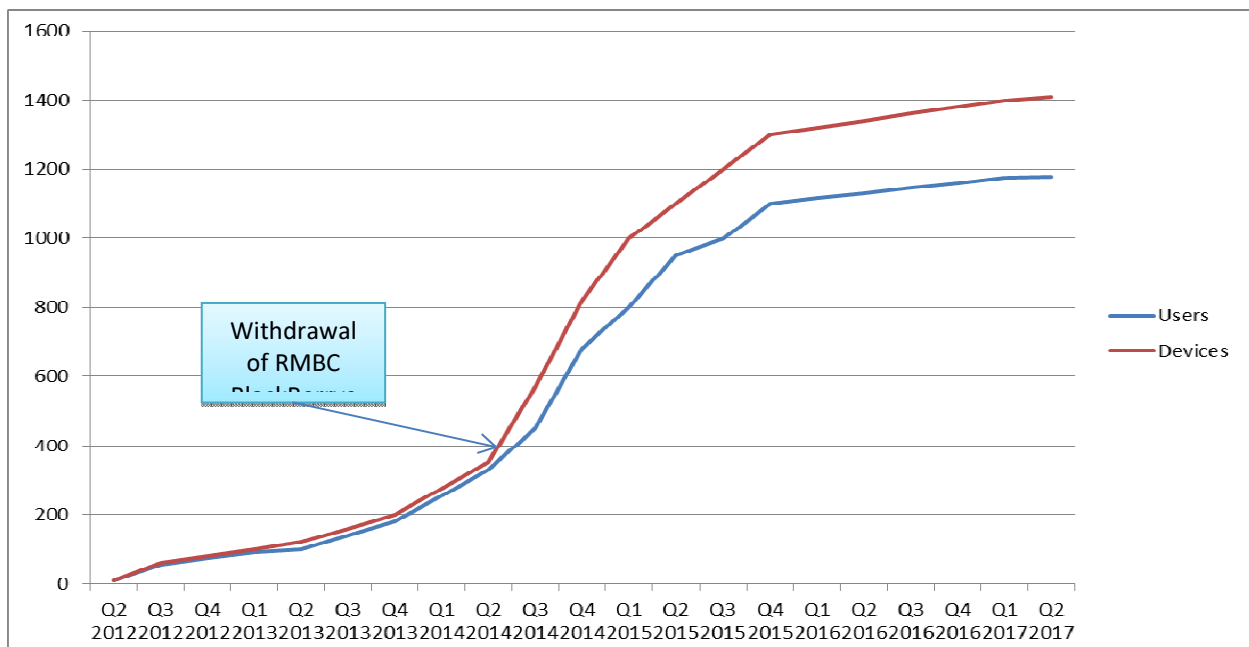
RMBC uses the Good for Enterprise (GfE) app to securely deliver RMBC data to smartphones and tablets. This includes email, calendar, contacts and Intranet access.

RMBC currently has to buy a GfE licence for each device that has the app installed. This costs RMBC £50 per device (one-off) and £5.50 per device per month ongoing. At present the authority has GfE installed on 351 devices, at an annual charge of £23K.

Demand for GfE will soon increase significantly – there are 2 reasons for this:

- 1) RMBC is ceasing to use BlackBerrys for mobile email and will be consolidating on a single mobile email platform (GfE). By the end of 2014 we will have retrieved BlackBerrys from over 500 employees and most of these will need to be replaced by a smartphone running GfE.
- 2) Most GfE users have a requirement to access the app from more than one device. Many officers typically have a smartphone and a tablet at home and wish to use email from both devices. Furthermore we are seeing a marked increase in the use of Android and iOS tablet computers for field workers and these need to have GfE installed (in addition to the app being on the officer's smartphone).

These changes mean that the number of GfE licences that the Council will be buying is set to increase sharply over the next few years. The graph below shows the growth (current and anticipated) in the use of GfE.



It is therefore necessary for RMBC to move from a per-device licence model to a per-user annual subscription model. By moving to a 1,200 user licence we can allow for each user to install GfE on an unlimited number of devices at no extra cost and with no upfront install fees. The annual charge for the new licencing model (3 year

contract) is £41k. The table below shows the savings which will be made as a result of moving to the new per-user model (based upon predicted growth in GfE usage).

Quarter	Users	Devices	Old Licencing Model		New Licencing Model		Saving
			Setup Cost	Rental for Quarter	Setup Cost	Rental for Quarter	New vs Old
Q3 2014	450	570	£10,950	£9,405	£0	£10,250	-£10,105
Q4 2014	680	820	£12,500	£13,530	£0	£10,250	-£15,780
Q1 2015	800	1000	£9,000	£16,500	£0	£10,250	-£15,250
Q2 2015	950	1100	£5,000	£18,150	£0	£10,250	-£12,900
Q3 2015	1000	1200	£5,000	£19,800	£0	£10,250	-£14,550
Q4 2015	1100	1300	£5,000	£21,450	£0	£10,250	-£16,200
Q1 2016	1115	1320	£1,000	£21,780	£0	£10,250	-£12,530
Q2 2016	1130	1340	£1,000	£22,110	£0	£10,250	-£12,860
Q3 2016	1145	1360	£1,000	£22,440	£0	£10,250	-£13,190
Q4 2016	1160	1380	£1,000	£22,770	£0	£10,250	-£13,520
Q1 2017	1175	1400	£1,000	£23,100	£0	£10,250	-£13,850
Q2 2017	1180	1410	£500	£23,265	£0	£10,250	-£13,515
						<b>Total saving over 3 years</b>	<b>£164,250</b>

In addition to these cost savings (or cost avoidance) the new licencing model affords RMBC access to extra features within the Good suite of products, including the ability to more easily deploy apps and data to devices and to better control the security settings for each device.

### 7.1 Procurement

Good is a proprietary software and cannot be obtained from anyone else. However, good do not deal directly with their customers; instead they use an intermediary reseller.

In March 2012 RMBC selected Vodafone as our GfE reseller based upon an assessment of the quality of their service and low margins which they apply to the software they sell. Good have advised that Vodafone's pricing, as negotiated by RMBC Procurement, is currently the best in the UK. In light of this, and the costs that would be involved with re-tendering the re-seller contract, it is proposed to award the contract to Good via Vodafone.

RMBC will continue to regularly test the Good reseller market to ensure the best value for money for the Council.

## **8. Finance**

The £41k per annum will come from ICT Change budget as is current practice for the existing GfE licences (£23k per annum).

There will be no install charges, but users will be each recharged £5.50 per month for the usage of GfE as is the current arrangement.

## **9. Risks and Uncertainties**

Without a PSN accredited mobile device management solution we are unable to protect RMBC's data and retain our PSN connection.

## **10. Policy and Performance Agenda Implications**

Mobile computing is considered a key tool in increasing employee performance and productivity.

## **11. Background Papers and Consultation**

- Corporate ICT, Information Governance and Web Strategy Board
- Consultation with RMBC ICT and Procurement Teams
- RMBC ICT Strategy

## **12. Contact Names:**

- Richard Copley, Corporate ICT Manager
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**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS**

<b>1. Meeting:</b>	<b>Cabinet Member and Advisers for Finance</b>
<b>2. Date:</b>	<b>Monday 15 September 2014</b>
<b>3. Title:</b>	<b>Oracle Licence and System Support Renewal</b>
<b>4. Directorate:</b>	<b>Environment and Development Services</b>

**5. Summary**

The Council utilises UNIX servers and Oracle databases for its Enterprise Systems, including Swift Social Care and Revenues & Benefits.

The annual maintenance of the hardware and software costs £22,844.

Exemption from Standing Orders is sought on the basis that only the supplier (Oracle) are capable of supporting this hardware and software.

**6. Recommendation**

**It is recommended that the contract for hardware and support and maintenance of the UNIX servers and Oracle databases be exempt from the provisions of standing order 47.6.3 (requirement to invite at least 3 written quotations for contracts with a value of £20,000 but less than £50,000).**

## 7. Proposals and Details

RMBC utilise UNIX servers and Oracle databases to host their Enterprise Systems.

A maintenance and support contract exists (renewed annually) so that Oracle can provide support to the local authority (ICT) for hardware and software issues that may arise.

The annual maintenance support agreement provided by Oracle cannot be provided by a different software supplier.

ICT and Procurement Services have confirmed that the provision of this hardware and software support and maintenance can only be done by Oracle.

As such a request is made for the provision of UNIX servers hardware and software support be exempt from the provisions of standing order 47.6.3 (requirement to invite at least 3 written quotations for contracts with a value of £20,000 but less than £50,000) and the contract be awarded to Oracle

The cost of this support and maintenance contract for 2014/15 is £22,844.

This cost is covered by the ICT Service budget.

## 8. Finance

The cost of Unix Servers and Oracle database support is set out above.

## 9. Risks and Uncertainties

The UNIX servers are critical to several key statutory services.

If we do not renew hardware and software support and maintenance, the continued use of the servers will be put at risk and those key statutory services will be unable to operate.

## 10. Policy and Performance Agenda Implications

Policy and performance issues are discussed elsewhere in this report.

## 11. Background Papers and Consultation

Consultation has taken place with colleagues Legal, Finance and Procurement Services and all have confirmed agreement with the proposals.

**Contact Names:** Richard Copley, Corporate ICT Manager, Environment and Development Services Directorate  
Tel. ext. 54525, [richard.copley@rotherham.gov.uk](mailto:richard.copley@rotherham.gov.uk)