

REPORT TO: POLICY AND RESOURCES COMMITTEE - 24 APRIL 2023

REPORT ON: PROCUREMENT OF MOBILE DEVICES AND SOFTWARE LICENCING

REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES

REPORT NO: 115-2023

1.0 PURPOSE OF REPORT

1.1 To seek approval for the procurement of mobile devices and additional software licencing to support the transformation of Construction Services and to support the roll out of Total Mobile software within Neighbourhood Services and City Development.

2.0 RECOMMENDATIONS

It is recommended that the Committee: -

- Agree to the purchase of an additional 75 Perpetual Total Mobilise & Optimise Licences to be utilised by Construction Services.
- Agree to the purchase of an additional 75 Mobilise 'Lite' Licences to be utilised by Housing, Neighbourhood Services and City Development.
- Agree to the purchase of 263 mobile phones for Construction Services operative usage to enable the dynamic scheduling of construction contracts which will substantially reduce paper-based processes and will help to maximise performance and minimise cost to the business and customer base.
- Agree to the purchase of F3 and E1 licences for Microsoft O365 for mobile/office-based staff in Construction Services.
- Remit the Head of Customer Services & IT to purchase the above licences and mobile devices following a compliant procurement process.

3.0 FINANCIAL IMPLICATIONS

3.1 The baseline cost of procurement for the Neighbourhood Services Transformation Project is detailed below: -

- a) £56,808 for mobile smart phones, monthly sim cards and accessories.
- b) £180,000 for the Total Mobile additional licence cost. This covers a 5-year contract.
- c) £157,410 to cover Annual support and maintenance costs for the additional Total Mobile licencing for the 5-year contract.
- d) Microsoft licenses are purchased through 3-year Enterprise Agreements which can be adjusted annually. Annual O365 costs are estimated at up to £20,000 per annum.
- e) Costs will be funded from existing Revenue budgets.

3.2 Staffing costs to support the deployment and use of the products to be met from existing Neighbourhood Services and Customer Services and IT staffing budgets.

4.0 BACKGROUND

4.1 This report supports the Council's IT Strategy which was approved at Policy and Resources Committee on 18 February 2019 (Report 81-2019). The Council's IT strategy sets out to deliver mobile and flexibly accessible services through low cost corporately deployed solutions.

4.2 This report also supports the progression of Neighbourhoods Services vision to transform the services it delivers by introducing modern and dynamic solutions and replacing old and unsupported IT systems, previously approved at Policy and Resources Committee on 26th June 2017 (Report 227-2017).

4.3 Dundee City Council currently utilises Microsoft licenses across much of its IT infrastructure. These additional 0365 licenses for Construction Services mobile workers are fundamental to the day to day operation and are essential for ensuring they are fully equipped with powerful and intuitive tools that improve communication and productivity and will empower our mobile workforce to achieve more.

4.4 The mobile smart phones and necessary software licences for both O365 and Total Mobile Software are required to enable Neighbourhood Services to dynamically manage construction and housing business for mobile workers. This will reduce the need for operatives and mobile workers using time-consuming and inefficient paper-based processes, ensure maximum efficiency of the workforce, provide quality management information, improve service delivery and reduce overall costs of running the service.

4.5 The additional critical factors have influenced the procurement.

- a) The existing applications and manual processes are no longer fit for purpose with critical functionality being based on aged technology which is increasingly costly and difficult to support.
- b) The need to make use of technology to mobilise the workforce, improving communication channels with both staff and with customer, and to enable services to be delivered in a modern, flexible and more efficient way.
- c) The need for a single system to provide transparent, flexible controls and management information and to enable integration with wider critical Housing and Finance systems.
- d) The need for mobilising the workforce to support the coordination, administration and successful management of the different business activities across the service.

4.6 Microsoft licenses will be included in the procurement of the Council's Microsoft Enterprise Agreement to be done through Crown Commercial Services Aggregated Microsoft Procurement for Scottish Councils. Mobile phones and data connections will be procured through the Council's existing mobile telephony contract with Vodafone. Total Mobile licenses will be added to the Council's existing contract with Total Mobile.

5.0 POLICY IMPLICATIONS

This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate senior manager has reviewed and agreed with this assessment.

6.0 CONSULTATIONS

6.1 The Council Leadership Team were consulted in the preparation of this report.

7.0 BACKGROUND PAPERS

7.1 None.

ROBERT EMMOTT
EXECUTIVE DIRECTOR OF CORPORATE SERVICES

Date: 5 APRIL 2023

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