

# Public Document Pack

## Officer Decisions

Friday, 13th March, 2020  
10.00 am

---

### AGENDA

1. **SIMS Support Service to BwD Schools**  
**RDP-Delegated-powers-SIMS Support Service** **2 - 3**
  
2. **Council Smartphone Replacements**  
**RDP - Delegated Powers Smartphones** **4 - 5**

Date Published: 13<sup>th</sup> March 2020  
Denise Park, Chief Executive

# Agenda Item 1

## RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16



<b>DELEGATED OFFICER DECISION TAKEN BY:</b>	Jayne Ivory
<b>PORTFOLIO AREA:</b>	Schools and Education

**SUBJECT: SIMS Support Service to BwD Schools**

### 1. DECISION

To approve the award of a contract to OSMIS Education Limited for the provision of a SIMS Support Service to schools via the Everything ICT Framework.

### 2. REASON FOR DECISION

OSMIS Education Limited currently provide the SIMS Support Service to schools on behalf of BwD who offer this as Service Level Agreement to schools. The service is highly regarded and well supported by BwD schools.

Everything ICT have put in place a framework agreement for a full range of ICT products, services and support. The agreement is open to all UK public sector organisations and provides a compliant and competitive Procurement Vehicle to meet this service requirement.

### 3. BACKGROUND

All maintained primary and secondary schools as well as some nurseries take a support service for their SIMs system, as it is a business critical system it is essential that support is of a high quality with rapid response and fix times alongside appropriately tailored guidance to schools. This is currently provided via a contract with OSMIS Education Limited. For academies and free schools, some support is bundled with the licencing charge to Capita as they cannot buy from the LA licencing agreement and have to be a Capita Direct school. Many find this is insufficient and therefore choose to purchase additional support through BwD.

Through Capita, the LA is able to secure preferential pricing for the Sims software licensing for its maintained schools. To do this the Sims Annual Support and Entitlement return is completed by the LA on behalf of the schools. As an LA under the terms of the licence agreement, Capita require us to be ultimately responsible for ensuring there is quality SIMS support for the schools. If not delivering a service via our own in house staff, we must sign an FM agreement with Capita indicating our nominated service provider, currently this is OSMIS Education Limited. Trading this service generates income for the department.

### 4. OPTIONS CONSIDERED AND REJECTED

#### 1. To undertake a full OJEU procurement exercise for the award of a longer-term contract.

This option was rejected as Capita SIMS are currently developing a new cloud based product as a replacement for the current version of SIMS which was due for release to primary schools in

January 2018. However, there have been on-going issues with the development of the SIMS Primary Product and this is not yet generally available though being tested by a small number of primary schools across the country. Plans for a secondary product are also in the pipeline but there is limited information about this. There is also limited information with regards to the commercial model around the new products, whether the LA level annual entitlement will continue and at what point schools will be required to switch over. Given the uncertainty around this it would be unwise to undertake a procurement for a longer term SIMS Support Contract as we would not know the level of service required over the life of such a contract.

**2. To sign the LA held software licence over to schools** at a cost of £200 per school and allow them to become SIMS Direct schools. Once this is done the license would transfer to each school and the LA would not longer 'own' the licence. Cost to schools would increase as the preferential rate offered to the LA would not be offered to SIMS Direct schools and schools would have freedom to choose a support provider on an individual basis. Overall, this would increase costs to schools for license and support of SIMS and limit the LA ability to work in a collective partnership with the provider to support statutory returns and school improvement priorities.

**3. To request a procurement waiver.** A request to waiver contract procurement rules was agreed for the service in 2019/20 therefore it would not be possible to do this for 2020/21.

*Further information is available from the report author*

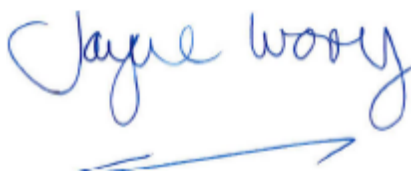
## 5. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

**VERSION:** 1

<b>CONTACT OFFICER:</b>	Charlotte Hesketh
<b>DATE:</b>	04/03/2020
<b>BACKGROUND DOCUMENTS:</b>	

Signed:



**Director Jayne Ivory**

**Date: 12.03.2020**

## RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16



**DELEGATED  
OFFICER DECISION  
TAKEN BY:  
PORTFOLIO  
AREA:**

**Paul Fleming - Director Of Digital &  
Business Change**  
  
Digital and Customer Services

**SUBJECT: Council Smartphone Replacements**

### 1. DECISION

Further to the approval of the Capital Programme for 2019-2021 at Finance Council in February 2019, in consultation with the Executive Member for Digital and Customer Services, to approve the reallocation of £56,000 from the ICT earmarked scheme in 2019/20 to replace the element of the current Council smartphone estate which are end of life.

### 2. REASON FOR DECISION

In order to complete the initial roll out of Office 365 the department needs to migrate users from the current corporate email solution for mobile devices 'Blackberry' to the new Office 365 solution 'InTune'. There are currently 240 old legacy Smartphones in use in the Council that need to be replaced as they are a security risk and are not compatible with Intune. Without this investment staff would lose the ability to access email on a mobile device.

The migration to InTune provides more functionality to the end user including excel and word. This will also give the department the future capability to allow more pieces of software to be rolled out to mobile devices, therefore providing the opportunity to support more mobile working within the Council. Security will be able to be better managed on the devices, allowing the department to deploy policies to the devices and improving segregation of Council data. The previous solution was limited to 500 licences whereas the migration to Intune allows any Council member of staff to use the functionality.

The Capital costs for the replacement programme are broken down as follows;

Replacement mobile devices – 240 @ £126ea = £30,240  
Internal IT staff time for roll out - £25,613

### 3. BACKGROUND

The Executive Member for resources previously approved for the Council to move its Email estate to Office 365. As part of the licences the Council currently have is the ability to use InTune which can be used to replace the Blackberry application, eliminating the costs of the Blackberry annual support contract. Analysis has been undertaken with existing Blackberry licence holders to establish how many council issued devices are required and whether there is scope to re-assign smartphone devices between employees should a member of staff have a compatible device but would prefer to use their personal device. Staff were offered the option of returning their Council issued device and opting to use their personal mobile phone, thus reducing the number of devices that would require purchasing. 240 staff require a replacement phone due to incompatibility, 88 staff have opted to use a personal device where 50 of these have opted to switch from Council issued to personal saving

£6,300 as there is no need to replace their incompatible device.

#### 4. OPTIONS CONSIDERED AND REJECTED

The only option in order to retain Council emails on these devices is to replace them, even if the Council had remained on the Blackberry application then the devices would have to be replaced.

*Further information is available from the report author*

#### 5. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

**VERSION:** 1

<b>CONTACT OFFICER:</b>	Peter Hughes
<b>DATE:</b>	27/02/2020
<b>BACKGROUND DOCUMENTS:</b>	None

Signed:



**Director : Paul Fleming, Director of Digital & Business Change**

**Date: 5/3/20**