



**DRAFT PORTFOLIO HOLDER DECISION NOTICE**

**PROPOSED INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR FINANCE**

**TOPIC - NEW CONTRACT FOR MOBILE TELEPHONY**

**PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Head of Legal and Democratic Services, the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

**If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Democratic Services Officer by 5.00pm on Wednesday 18 October 2017.**

**Contact Officers:** Tony Fawcett, Head of IMT Service,

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**Case Officer:** Keith Spake, IT Business Support Manager, Tel: 01264 368927, email: [kspake@winchester.gov.uk](mailto:kspake@winchester.gov.uk)

**Democratic Services Officer:** Nancy Graham, Tel: 01962 848 235, email: [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk)

**SUMMARY**

Winchester City Council (WCC) currently has its primary mobile telephony service contracted to Vodafone using their voice and data network, having moved to Vodafone in June 2015 from the previous provider Premier Mobile (PHD 630 refers).. The existing contract was for a two year period and this period formally expired at the end of June 2017. Test Valley Borough Council (TVBC) also has a mobile telephony contract with Vodafone and this has also recently expired.

As part of a shared IMT service the City Council has the opportunity to enter into joint procurement with TVBC to maximise the economies of scale due to a larger value procurement. It is proposed under the terms of the IT Shared Service agreement to conduct a joint procurement exercise using the Government's Crown Commercial Services (CCS) procurement Framework (RM1045 Lot 6), with TVBC as the lead authority in respect of the procurement. However, the proposed tender process will result in separate and individual contracts with the new supplier for each Council.

It is proposed that the new contract period will be for two years, with an option to extend by a further two years, subject to performance and cost considerations.

Tenders provided under the Framework will be evaluated based on non-price as well as price factors. These will be weighted to reflect relative importance and scored accordingly.

Given the specific circumstances of mobile telephony service, it is proposed to adopt a 60% : 40% weighting for quality: price, the rationale being that quality of service and signal coverage within the Council's geographical borders is imperative, along with a number of specific billing requirements which will enable IMT to apportion costs to each Service as appropriate.

### **PROPOSED DECISION**

1. That the use of the Crown Commercial Service framework RM1045 Lot 6) be approved for the purposes of Contracts Procedure Rule 2.4 b) (i).
2. That the Head of IMT be authorised to conduct a tender exercise and award the contract to the winning tender based on a 60/40 ratio in respect of quality/price.

### **REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The existing Mobile Telephony contract with Vodafone has expired, and therefore the Council needs to retender the opportunity. To ensure best value, it is proposed to jointly procure with Test Valley to undertake a joint procurement exercise via the Crown Commercial Service framework.

As part of the IT Shared Service agreement, there are recognised operational advantages in IMT administering all Mobile telephony requirements using the same service provider across both Councils.

**RESOURCE IMPLICATIONS:**

A requirement of the tender exercise is for the new service provider to provide resources to assist with the build, transition and deployment of new handsets, where applicable. Existing resources within IMT will support this activity.

As this is a replacement of an existing contract, funding is already in place and planned within each service revenue budgets on an ongoing basis. The total budget for mobile telephony this fiscal year (17/18) is £43,860.

**CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION**

The Portfolio Holders for both Finance and Professional Services have been consulted and are in agreement with the proposal.

The proposal has been ratified by the IT Shared Service board.

**FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

N/A

**DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

N/A

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

N/A

Approved by: (signature)

Date of Decision

Councillor Guy Ashton – Portfolio Holder for FINANCE

**APPENDICES:**

None