

## COLCHESTER BOROUGH COUNCIL

### RECORD OF DECISIONS TAKEN UNDER DELEGATED POWERS

#### Explanatory Note

The Leader of the Council has established Delegation Schemes by which certain decisions may be made by the relevant cabinet member or specific officers.

Cabinet member decisions are subject to review under the Call-in Procedure.

From the date the notice of the decision made is published there are five working days during which any five Councillors may sign a request for the decision to be reviewed (called in) and deliver it to the Proper Officer.

If, at the end of the period, no request has been made, the decision may be implemented. If a valid call- in request has been made, the matter will be referred to the Scrutiny Panel

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#### Part A – To be completed by the appropriate Cabinet Member/Officer

<b>Title of Report</b>
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Award of contract for mobile, voice and data services
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<b>Delegated Power</b>
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The award of the lowest tenders and or agree contract variations under £500,00 for which there is financial provision.
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<b>Decision Taken</b>
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To award the contract for the supply of mobile voice and data services to BT Plc for a period of 5 years from January 2021 to January 2026 for the sum of £248,750.
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<b>Key Decision</b>
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No.
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**Forward Plan**

Not applicable.

**Reasons for the Decision**

1. The Council will incur significant additional charges where our data usage exceeds our contractual allowance, and the existing contract is due to expire on the 31st March 2021.
2. The Council is required to carry out a formal procurement process and a compliant call off under the NHS LLP Framework (Information, Technology & Management – Lot 2.4 Mobile Voice & Data Services) satisfies this requirement.
3. BT Plc will migrate the Council directly onto the new contract and not charge an early contract termination fee.
4. The new contract would commence from January 2021 and our data usage would be increased to 50TB of shared data allowance from this date. This also means that the Council would no longer be at risk of incurring additional charges for exceeding its data allowance from January 2021.

**Alternative Options**

Whilst the Council could continue with the existing contract until the 31<sup>st</sup> March 2021 this would incur the Council significant additional charges and the Council would still have award a new contract from the 1<sup>st</sup> April 2021 via a compliant procurement process.

**Conflict of Interest**

None.

**Dispensation by Head of Paid Service**

Not applicable.

**Dispensation by Monitoring Officer**

Not applicable.

**Part B – To be completed by the Proper Officer (Democratic Services)**

**Portfolio Holder Decision Reference Number**

***CUS-003-20***

**Implementation Date**

This decision can be implemented if no request for the decision to be reviewed (call-in) has been made **after 5pm on *Tuesday 5 January 2021***

**Call-in Procedure**

The Decision Notice for this decision was published on the internet on ***22 December 2020***

A request for reference to the Scrutiny Panel must be made by **5pm on *Tuesday 5 January 2021***

**Signature of Proper Officer**  
**K Barnard**