



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

The Council's current Mobile Voice and Data contract is due to end on the 19th March 2023 and there are no more available extensions.

Approval is sought to commence the procurement of the replacement contract to ensure continuity of service provision.

The estimated whole life value of the replacement contract is £180,000.

2. Decision being taken

Approval for the Executive Director Environment, Economy and Resources to commence the procurement process for the Mobile Voice and Data contract and in consultation with the Portfolio Holder for Finance, Resources and Assets to make an award and deal with ancillary matters arising.

3. Anticipated outcome(s)/benefits

The commencement of the procurement process for the replacement Mobile Voice and Data contract.

4. Details of any alternative options considered and rejected by the officer when making the decision

Do nothing. Not reprocurring the Mobile Voice and Data contract would leave the Council without a mobile voice and data service for staff and partners.

5. Background documents considered (web link to be included or copies of documents for publishing)

None.

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

N/A

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No conflicts of interest have been identified.

8. Monitoring Officer Comments (Monitoring Officer or nominee)

Procurement should be compliant with the Public Contracts Regulations 2015 and internal Contract Procedure Rules and policy. Officers from Procurement and/or Legal Services are able to support as appropriate.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The procurement exercise undertaken provides assurance that the Council will achieve best value in relation to delivery of the specified works. The contract award will be funded from existing revenue budgets.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

11. Risk Assessment (in accordance with the Report Writing Guide)

Not reprocurring the contract would mean the Council would be non-compliant with the Public Contracts Regulations and would pose the risk of changes to terms and

conditions, offerings, or price rises, meaning inability to successfully plan from a financial perspective.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

N/A

13. Decision Maker(s):

Name: Sharon Wroot

Title: Executive Director Environment
Economy and Resources

Signed: REDACTED

Dated: 14th July 2022

**14. Consultation carried out with
Portfolio Holder(s):**

Name: Cllr Stephen Harness

Title: Portfolio Holder for Finance,
Resources and Assets

Signed: REDACTED

Dated: 14th July 2022