CONTRACT CHANGE NOTICE (CCN) PCC 2026-022

GUIDANCE:

It is the responsibility a Key Stakeholder / Contract Manager / Vendor Manager to ensure stage 1 and Stage 1a is completed in conjunction with the relevant Finance Business Partner prior to passing to Procurement to compete step 2 and 3. If the change is cost neutral, please enter £0.00

It is the responsibility of the procurement lead to ensure step 1 is completed in full with the required approvals before progressing.

It is the responsibility of the procurement lead to complete step 2 and coordinate step 3

It is the responsibility of all TVP employees and contracted suppliers that the Chief Constables Financial Instructions (CCFI) have been adhered to – Step 3

It is the responsibility of the procurement lead to issue the contract modification notice upon approval – see PCR 2015 Reg. 72 for guidance

STAGE 1: Change Request			
Change Request Originator:		Role in Contract / Project:	
Justin Churcher		ICT Vendor Manager	
Change Request No:	Change Requested by:	Date:	Supplier Name:
BTNS200259-0640			British Telecommunications
Contract Title (including internal ref no.):		Contract Start	Contract End Date
RM3808 BT Transform Agreement (Ref: BTNS200259)		30/06/2020	29/06/2026
Please name the force(s) affected by the requested change:			
HIOWC & TVP			
Contract Description:			
Network and Telecommunications Services to Thames Valley Police and Hampshire & Isle of Wight Constabulary			
Original Contract Value:		Contract Value with subsequent changes – please list all value changes in chronological order:	
£21,216,047.21		Estimated Value of Change: £6,991,658.33 **Full breakdown of charges can be found in Appendix 1 to this CCN**	
Description of Change:			

The Authority is implementing a contract variation to extend the BT Transform (RM3808) contract with British Telecommunications by a further 24 months, amending the total contract term from 72 months to 96 months.

This extension supports the continued delivery of network and telecommunications services (LAN, WAN and associated service management) while the Authority transitions services to Telent Technology Services Limited and undertakes further procurement activity for replacement Voice services.

The variation introduces revised commercial arrangements applicable during the extension period (months 73–96), including:

- Adjustments to WAN circuit charges and service management charges to reflect supplier cost increases;
- Introduction of minimum term commitments for certain WAN services;
- Quarterly review and adjustment of charges in line with service cessation and migration activity;
- Provision for exit and migration support, including associated reporting and governance;
- Updated service and commercial arrangements to reflect industry changes (including PSTN withdrawal) and evolving service scope

RM3808 Contract Variation capturing the requirements of this change:

BTNS200259-0640
RM3808 Extension V8

Reason for Change:

The change is required to ensure continuity of critical operational ICT services while enabling a controlled and phased transition to replacement service providers.

The Authority has appointed Telent Technology Services as the successor supplier for LAN and WAN services, with transition activities scheduled through to June 2028. The extension is therefore necessary to:

- Maintain uninterrupted service provision during the transition period;
- Provide sufficient time to safely migrate live operational services;
- Support the procurement and onboarding of replacement Voice services;
- Manage dependencies arising from national infrastructure changes (e.g. PSTN withdrawal).

Without this extension, there would be a significant risk to service continuity and operational policing capabilities.

Impact on Deliverables:

- Continued delivery of in-scope services by BT throughout the extension period;
- Gradual reduction in service scope as sites and services are migrated to Telent;

- Additional supplier obligations relating to exit planning, migration support, and reporting; Suspension or modification of certain contractual activities (e.g. ICT health checks) due to the transitional nature of services;
- Acceptance of defined technical and operational risks, including support limitations for end-of-life infrastructure during the transition.

Impact of Not Responding to Change (and Reason Why):

Failure to approve this change would result in:

- Loss or degradation of critical network services, impacting operational policing capabilities;
- Inability to complete the transition to replacement providers in a controlled and secure manner;
- Increased risk of service failure due to unsupported legacy infrastructure and national PSTN withdrawal;
- Potential financial and contractual risk, including unplanned termination costs and emergency procurement activity.

The change is therefore essential to maintain business continuity and mitigate operational risk.

Priority (High, Medium or Low):	Date Needed to Implement Change:
High	30/06/2026

Total Cost/Saving for this independent change:

COST £N/A

SAVING £N/A

Total Saving as a % of baseline spend £N/A

Cost implication (if any) of proposed Change (to include cost savings and other cost mitigation)

Cost/Saving implication could include as an example; reduction/increase in energy, reduction/increase in insurance, cleaning cost, vetting costs, staffing costs etc..

Additional comments:

N/A

Authority: I hereby declare the above information to be correct:	Date:
Please sign:	

STAGE 1a: TVP Financial approval of Change Request
TVP Finance Business Partner:

Craig Hewing	
Impact of proposed Change Request on Budget:	
Proposed changes are consistent with the current pricing as at Q4 2025/26 and would therefore be covered by the existing budgets @ circa £4.2m per annum. It is expected that approximately £3m of this total budget will transfer to Telent during the period of the migration	
Is the value of the contract within budget:	(if No can it be covered in another department budget)?
Yes	
State full budget code(s) to be used for the purpose of this Change Request:	Additional information in relation to budget split if applicable:
Various	
Additional Comments	
None	
I hereby declare the above information to be correct:	Date:
Craig Hewing C. Hewing Finance approval.pdf	30/06/2026

PLEASE NOTE THE CHANGE REQUEST HAS NOT BEEN AUTHORISED UNTIL PROCUREMENT HAS ISSUED AFTER UNDERGOING THE APPROPRIATE GOVERNANCE PROCESS AT *STAGE 3

STAGE 2: Contractual obligations	
Procurement Lead Name:	Date CCN Received:
Chris Dent	09/06/2026

Details of likely impact, if any, of proposed change on other aspects of the Contract:
The proposed variation extends the contract term and introduces revised commercial and operational arrangements during the extension period. Key impacts include: • Continuation of core network services beyond the original contract term; • Gradual reduction in scope as services are migrated to the successor supplier (Telent); • Revised pricing structure for WAN circuits and service management; • Introduction of minimum term commitments and updated charging provisions; • Additional obligations relating to exit management, transition planning, and reporting; • Changes to risk allocation, particularly in respect of end-of-life equipment and PSTN service withdrawal. The overall nature of the contract remains unchanged, with the supplier continuing to provide substantially the same services.
Is this change permitted under Legislation PCR2015 (Regulation 72)

Yes – this modification is permissible under PCR 2015 Regulation 72(1)(c) and supported by 72(1)(b).
 	
Regulation 72(1)(c) – Unforeseen circumstances
 	
The modification is required due to circumstances that a diligent contracting authority could not have foreseen, including:
 	
• Delays and dependencies associated with the transition to the successor supplier (Telent);
• Evolving transition timelines extending to June 2028;
• Market and infrastructure changes, including the national PSTN withdrawal programme;
• Supplier supply chain cost pressures and product lifecycle constraints.
The extension is necessary to ensure continuity of critical services during a prolonged and complex transition.
 	
Regulation 72(1)(b) – Additional services / supplier dependency
 	
The change is also justified on the basis that:
 	
• The incumbent supplier must continue service provision during transition to avoid significant operational disruption and risk;
 	
• A change of supplier for interim service provision would:
  ○ Create duplication of cost and technical inefficiency;
  ○ Introduce unacceptable operational risk to live policing systems;
  ○ Delay or compromise the transition programme.

The services to be delivered during the extension are intrinsically linked to those already provided under the contract and cannot be separated without major inconvenience.

Compliance with Regulation 72 conditions

- The overall nature of the contract is not materially altered;
- The modification is time-limited (24 months);
- The change is necessary and proportionate to ensure service continuity;
- The contract modification does not circumvent procurement rules or introduce new scope outside the original contract intent.

If this change is not permitted under the regulation, please outline all the risks for proceeding and any risk mitigation plans if known

N/A

Do you need to issue a Contract Modification Notice as per PCR2015 (Regulation 72)

Yes.

A Contract Modification Notice will be published in accordance with PCR 2015 requirements to ensure transparency of the variation.

Any additional Cost implication of proposed Change (to include cost savings and other cost mitigation) not captured above

Additional financial implications include:

- Increased service charges during the extension period;
- Exit and migration-related costs;
- Potential cost pass-through associated with supplier and third-party price increases;
- Ongoing adjustment of charges in line with service cessation and migration activity.

All costs will be subject to governance, validation, and approval prior to implementation.

Response to change including your recommendation to adopt in full, part adopt or reject proposal

Recommendation: Adopt in full

The proposed variation is necessary to:

- Maintain continuity of critical ICT and network services;
- Enable a controlled and secure transition to replacement suppliers;
- Mitigate significant operational, financial, and technical risks.

The modification represents the most proportionate and compliant route to managing the transition while maintaining service stability.

Additional comments:

This variation forms a key component of the Authority's wider transformation of network and telephony services and aligns with: • The planned migration to Telent for LAN/WAN services; • Future procurement of Voice services; • National infrastructure changes impacting telecommunications services.

FINAL CCN Approval	FINAL Agreed effect on Price change	Date of approval	Date of change commencement

***STAGE 3: Governance**
Procurement to seek commercial governance approval where appropriate.

The below sign-off are approvals to implement the CCN

Role	Name/Shoulder No	Signature	Sign-Off Date
Head of Procurements Approving up to a value of £50,000			
Director of Finance Approving value between £50,000 and £1 Million			
Chief Finance Officer Approving value between £200,000 and £1 Million	M Thornley	M Thornley	30/06/2026
Police and Crime Commissioner Approving value £1 Million and over	M Barber	M Barber	01/07/2026

Appendix 1:

Cost breakdown per quarter:

26/27 FY			**27/28 FY**				28/29FY
Ext Q1	**Ext Q2**	**Ext Q3**	**Ext Q4**	**Ext Q5**	**Ext Q6**	**Ext Q7**	**Ext Q8**
Q2 26/27FY	Q3 26/27FY	Q4 26/27FY	Q1 27/28FY	Q2 27/28FY	Q3 27/28FY	Q4 27/28FY	Q1 28/29FY
£1,034,516.83	£1,034,516.83	£1,034,516.83	£1,034,516.83	£905,436.53	£905,436.53	£569,606.07	£473,111.89
£3,103,550.48			£3,414,995.96				£473,111.89
£6,991,658.33							

(Please note that the total cost includes all BT services to be extended, including voice services. These voice services sit outside of the Network Modernisation scope and are therefore accounted for separately from Network Modernisation services)

Pricing breakdown of extension period:

BT Extension costs
based on current mig