



CONTRACT CHANGE NOTICE (CCN) PCC 2026-030

GUIDANCE:

It is the responsibility a Key Stakeholder / Contract Manager / Vendor Manager to ensure stage 1 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

<u>STAGE 1: Change Request</u>			
Change Request Originator:		Role in Contract / Project:	
Annett Lattanzio		Programme Manager	
Change Request No:	Change Requested by:	Date:	Supplier Name:
CCN0021 (VAR0021)			Telent Technology Services Limited
Contract Title (including internal ref no.):		Contract	Contract End Date
TVP00844 - Network Modernisation		27/11/2025	31/07/2032
Please name the force(s) affected by the requested change:			
Thames Valley Police and Hampshire & Isle of Wight Constabulary			
Contract Description:			
Network Services Contract for LAN/WAN services across 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:	
£9,183,987		Current Contract value: £10,088,071.65 Value of proposed change: £1,379,562.88 Revised Contract total following proposed change: £11,467,580.53	



Description of Change:

The network modernisation project must order new circuits for the existing circa 35 DEVA sites as part of the migration plan. The circuits were not in the original Telent contract scope.

The change is to accept the VAR from Telent and associated cost and order the additional circuits.

For full details of change see Appendix 1

Reason for Change:

The 35 DEVA sites, together with the support services associated with their circuits, were not included within the scope of the original Telent contract. The purpose of this CCN is to rectify that omission by formally bringing these sites and services into scope.

Impact on Deliverables:

If these circuits are not ordered, we will not be able to migrate away from BT in the expected timeframes.

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

We will be unable to migrate away from BT on those 35 sites.

Priority (High, Medium or Low):

High

Date Needed to Implement Change:

01.10.2026

Total Cost/Saving for this independent change:

COST £1,379,562.88

SAVING £ - N/A

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

Additional comments:

To address the funding deficit arising from this scope correction, an adjustment will be made to transition existing BT funds into the Telent ICT BAU budget to ensure the ongoing costs of supporting the service are fully funded.

Authority: I hereby declare the above information to be correct:

Date:

Please sign:

02/09/2026

STAGE 1a: TVP Financial approval of Change Request

TVP Finance Business Partner:

Craig Hewing



Impact of proposed Change Request on Budget:	
None	
Is the value of the contract change 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:
3708/IRE/80/ZZ	
3708/IRE/99/ZZ	
Additional Comments	
Budget will be managed through the ZBB process utilising the budgets transitioning from BT to Telent	
I hereby declare the above information to be correct:	Date:
Please sign: Craig Hewing	03/09/2026
 C.Hewing approval.pdf	

STAGE 1a: HIOWC Financial approval of Change Request	
Hampshire Finance Business Partner:	
Siobhan Andrews, Senior Finance Manager	
Impact of proposed Change Request on Budget:	
Shortfall will need to be addressed	
Is the value of the contract change within budget:	(if No can it be covered in another department budget)?
No there is a shortfall in BAU budget, it is proposed that the 26/27 shortfall is funded from ICT underspend and then future years costs are built into the ICT BAU budget	
State full budget code(s) to be used for the purpose of this Change Request:	Additional information in relation to budget split if applicable:
3708/IRE/80/ZZ	
3708/IRE/99/ZZ	

Additional Comments

I hereby declare the above information to be correct:

Date:

Please sign: S. Andrews

30/09/26



S.Andrews
approval.pdf

**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

Details of likely impact, if any, of proposed change on other aspects of the Contract:

The proposed change has minimal impact on other aspects of the Contract. It is limited to the provision of additional WAN connectivity services for the DEVA sites and the associated increase in contract value. The change does not alter the overall scope of managed services, governance arrangements, service levels, or other contractual terms and conditions.

Is this change permitted under Legislation PCR2015 (Regulation 72)

Yes

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

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

There are no additional cost implications beyond those identified within the proposed change. The variation is limited to the agreed one-off implementation costs and ongoing connectivity service charges. No additional hardware, software licensing, support, resource, or transition costs are anticipated at this time. The proposed approach also mitigates potential future costs by utilising existing infrastructure where possible and avoiding the need for separate procurement or standalone connectivity arrangements.

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

Following review of the proposed change, it is recommended that the proposal be adopted in full.

The change supports the provision of Telent WAN connectivity services to the DEVA sites, ensuring alignment with the wider network deployment requirements and operational objectives of the Contract. The proposal represents a proportionate and necessary enhancement to the contracted services, with costs and delivery considerations clearly defined and understood.

The change is not expected to adversely affect other contractual obligations, service levels, or governance arrangements and provides an efficient means of delivering the required connectivity through the existing contractual framework.

Additional comments:

The proposed change provides a practical mechanism for incorporating the DEVA sites into the Telent WAN service arrangement. Approval will support consistency across the network estate, reduce the need for separate contractual arrangements, and enable delivery through established governance and service management processes. No significant contractual, operational, or commercial risks have been identified that would prevent implementation of the proposed change.

FINAL CCN Approval	FINAL Agreed effect on Price change	Date of approval	Date of change commencement
FULL	£1,379,562.88	30/09/26	TBC

*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
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Head of Procurements Approving up to a value of £50,000	R. Fowles	R. Fowles	1.10.26
Director of Finance Approving value between £50,000 and £1 Million	Jo Lynn (Deputising)		1.10.26
Chief Finance Officer Approving value between £200,000 and £1 Million	Martin Thornley		1.10.26
Police and Crime Commissioner Approving value £1 Million and over	Matthew Barber		2.10.26

Confirmed as above by the Parties