

Grŵp Yr Economi, Sgiliau a Chyfoeth Naturiol
Economy, Skills and Natural Resources Group



Llywodraeth Cymru
Welsh Government

06/03/2019

Dear _____,

ATISN 12983 - FOI Request – Procurement of telecoms, IT hardware and services within WG

Thank you for your request which was received by the Welsh Government on 19 February 2019.

I have set out at Annex 1, the questions you submitted. The information you have requested is provided within the Annex 2 accompanying document (ATISN – 12983 Annex 2 - Information of Disclosure).

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit,
Welsh Government,
Cathays Park,
Cardiff,
CF10 3NQ

or Email: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at: Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely,

Annex 1

To whom it may concern,

I am writing to make an open government request for information to which I am entitled under the Freedom of Information Act 2000.

Accordingly, please could you send me, the names and contact details, including email address of any/all person(s) who are involved in the decision making-process for the Procurement of Telecoms and IT Hardware and Services for your organisation. (Eg Procurement, IT, Sustainability roles)

I would like the above information to be provided to me as electronic copies – ie via email. If this request is too wide or unclear, I would be grateful if you could contact me as I understand that under the Act, you are required to advise and assist requesters. If any of this information is already in the public domain, please can you direct me to it, with page references and URLs if necessary but make clear the specific people we would need to contact.

If the release of any of this information is prohibited on the grounds of breach of confidence, I ask that you supply me with copies of the confidentiality agreement and remind you that information should not be treated as confidential if such an agreement has not been signed.

I understand that you are required to respond to my request within the 20 working days after you receive this letter. I would be grateful if you could confirm in writing that you have received this request.

I look forward to hearing from you.

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

Question:

Could you send me, the names and contact details, including email address of any/all person(s) who are involved in the decision making-process for the Procurement of Telecoms and IT Hardware and Services for your organisation. (Eg Procurement, IT, Sustainability roles).

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Response:

Numerous people within Welsh Government may be involved in the decision making process for the procurement of Telecoms and IT Hardware & Services at any one time. This depends on what is being procured and which Department is procuring. It should be noted that our Telecoms provision is delivered as part of our Unified Communications solution; this is managed in-house with an associated support contract with Mitel until mid 2021.

All ICT and digital Requirements are subject to the Public Contracts Regulations 2015. Once a requirement has been identified an appropriate compliant procurement route will be identified. The Department procuring the goods/services will determine requirements which include considerations such as sustainability.

The requirements are then considered by the Strategic Design Authority, (SDA) a business-led group whose overall purpose is to provide robust and consistent governance for our ICT services, to support business delivery, prepare for future investments, reduce the complexity of current systems and ensure value for money.

The group review and consider requests from all business areas to ensure strategic alignment with the WG ICT Strategy. It is underpinned by Strategic Principles, which take into account new technologies, requirements for flexible working and different approaches to managing the ICT service.

It considers each project's alignment with WG strategic ICT principles and helps ensure the project meets business needs, strengthens Governance, reduces complexity, provides greater visibility of ICT developments across the business and highlights where systems can re-use existing platforms rather than buy new. It aims to drive ICT action collectively from across all Directorates.

For Telecoms and IT hardware and services the specification will be developed by ICT Strategy and Services and following SDA approval they work with Commercial and Procurement ICT (CPICT) throughout the procurement process This may be through Framework Agreements such as the National Procurement Service IT Products and Services (NPS-ICT-0019-15), Crown Commercial Service Frameworks (GCloud/Digital Outcomes), or other existing frameworks/contractual arrangements with suppliers. Responses will be evaluated by a panel consisting of members from both areas with any subsequent contract award being completed by CPICT, following which ICT Services will arrange for a purchase order to be raised.

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Staffs are not allocated to specific dedicated Telecoms or IT roles and so contact details for the head of each business area and shared mailboxes are provided:

ICT Strategy and Services	Commercial and Procurement
David Milner Head of ICT Service Delivery Tel: 03000 250314 David.milner@gov.wales	David Nicholson Head of CPICT Tel: 03000 257310 David.nicholson@gov.wales
Shared Mailbox: ictservicecontrol@gov.wales	Shared Mailbox: ictprocurement@gov.wales

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