

By: Gary Cooke, Cabinet Member for Corporate and Democratic Services
Peter Sass, Head of Democratic Services

To: Selection and Member Services Committee – 23 June 2016

Subject: Webcasting Contract

Summary: To provide information on the new webcasting contract.

1. Introduction

(1) Kent County Council has been webcasting the majority of its meetings since 2005. This valued community engagement facility has been supplied under contract by Public-I who are the market leaders and provide webcasting for 93 local authorities, although a thorough review of the market is undertaken at regular intervals in line with the approved procurement process for the Authority.

(2) The average number of hours webcast per year for the past 6 years has been 200 hours. There has been an average of 160 meetings a year webcast attracting an average of 352 views per meeting. (Appendix 1)

2. Tender process

(1) The latest webcasting contract, with an agreed extension, ran from 2010 until 29 June 2016, in order to have a seamless continuation of this facility, the Cabinet Member for Corporate and Democratic Services agreed to a competitive process being held via the Essex Procurement Hub.

(2) Following an approach from Maidstone Borough Council (MBC), who were also in the process of tendering for a webcasting contract, support was given by the Democratic Services Manager (Council) to co-ordinate a bid for both authorities webcasting via the Essex Procurement Hub in order to achieve best value for both authorities. The tender was in two lots with the aim of separate contracts being entered into by KCC and MBC with the successful tenderer.

3. Successful Tender

(1) Only one tender was received from Public-I, KCC current supplier.

(2) In recognition of the KCC's assistance with the opportunity to tender for MBC's webcasting contract and the long standing relationship with KCC, the tender submitted by public-i included a 24% discount compared to the existing contract. The savings achieved under the new 5 year contract are equivalent to £22,892 over five years and include, new webcasting equipment and cameras in both the Council Chamber and Darent Room and 250 hours of webcasting.

(3) The total cost of the new 5 year contract will, therefore, be £15,681 per annum for which sufficient budgetary provision exists within the Democratic Services revenue budget.

4. New Contract

(1) In order to achieve these savings, it was necessary for the contract to be awarded by 15 June 2016. Therefore, with the approval of the Cabinet Member for Corporate and Democratic Services, the Head of Democratic Services awarded this contract under his delegated authority on 15 June with a commencement date of 30 June 2016, expiring in June 2021.

4. RECOMMENDATION

The Committee is requested to note the new 5 year contract with Public-I for webcasting services and welcome the savings achieved through the re-procurement of this service.

Contact details:

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Background Documents: None

Webcasts – no of views per year

	No of meetings webcast	Webcast views *	
		Live	Archive
2010-11	145	5351	14483
2011-12	132	6172	19248
2012-13	169	2057	26122
2013-14	146	3361	62813
2014-15	173	5250	66793
2015-16	195	3998	124743
Average	160	4022	52367

*Note:

Live webcast hits are only collected between the start and end of the live broadcast. Archive webcast hits are collected from the point the archive is made available until the time it expires.

An end user may only generate one hit on a webcast during a session. If a user views Meeting A, then Meeting B, and then Meeting A again, 1 hit is added to Meeting A and one to Meeting B.