



ADUR & WORTHING  
COUNCILS

**Record of Officer  
Executive Decision**

**Ref. No:** HofC&DS/012/22-23

**Date of Decision:** 28 September 2022

If you have any questions about this decision please contact Democratic Services on 01903 221006 or email [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

**Record of Decision:** HofC&DS/012/22-23 Vodafone Contract Renewal

**Decision taken by:** Director for Digital Sustainability & Resources

**Declaration of Disclosable Pecuniary Interests:**

I do not have a disclosable pecuniary interest, or conflict of interest.

**Delegated authority:**

Under 2.6.8 of the Scheme of Delegations, a Director has delegated authority to do all matters in relation to procurement and the letting of contracts (after consulting with the Head of Business & Technical Services and the Solicitor to the Council). The procurement for this contract must have regard to the Councils' Joint Contract Standing Orders and to the Public Contract Regulations 2015.

**Decision:**

To award a contract for a period of three years to Vodafone for all SIM cards used across Adur and Worthing Councils.

**36 Month Contract**

- 536 Voice and Data Sims (In Mobile Phones)
- 67 Voice only Sims (In Community Alarms, Toilets, Barriers) -
  - These will now not have no monthly line rental but move to "Pay as you go", this is due to the use case and low voice usage and results in cost savings.
  - Estimated £300 voice usage that would be billed (based on last 6 month usage)
- 158 only Sims (In Tablets)
- Shared data pool 438 GB total
- All numbers will be co-termed so the start and end date are all brought in line for 36 months

- £52,050 Tech fund Provided to use anytime within 36 Months
  - This can be spent on new handsets during the term of contract.
- Monthly cost £4535 ex VAT
- Yearly cost **£54,420** ex VAT

#### **Key Decision:** Yes

#### **Reason For Decision:**

The existing Vodafone contract was signed 23rd March 2018 for 24 Months

Since March 2020 the Councils have been on a 1 month rolling invoice. A contract will provide better value for money compared to monthly invoicing.

The new proposal will deliver around 11k savings per year and also provide a substantial tech fund which can be used to purchase new mobile phones to replace old models that are end of life and pose a potential cyber threat.

This decision will also co-terminate all existing SIM cards avoiding disconnection fees and an easier way to manage the estate of numbers we have.

#### As we are now (July 2022)

- 536 Voice and Data Sims (In Mobile Phones)
- 67 Voice only Sims (In Community Alarms, Toilets, Barriers)
- 158 Data only Sims (In Tablets)
- All numbers within the contract have different start & end dates depending on when the new number was created
- Shared data pool 570 GB total (Average usage 350 GB usage per Month)
- Monthly cost £5497 ex VAT
- Yearly cost **£65,964** ex VAT

#### **Alternative Options Considered:**

Other network providers were considered for possible new contracts. However if we were to change providers we would have to return all mobile phones, tablets, (and all other SIM cards) back to Digital and these would have to be replaced manually. This would have a

large overhead in Digital resources and also a widespread impact on the wider organisation in coordinating this large piece of work.

Alternative Vodafone offering considered

24 Month Proposal

- 536 Voice and Data Sims (In Mobile Phones)
- 67 Voice only Sims (In Community Alarms, Toilets, Barriers) -
- These will now not have no monthly line rental but move to “Pay as you go”, this is due to the use case and low voice usage and results in cost savings.
- Estimated £300 voice usage that would be billed (based on last 6 month usage)
- 158 Data only Sims (In Tablets)
- Shared data pool 529 GB total
- All numbers will be co-termed so the start and end date are all brought in line for 24 months
- £34,700 Tech fund Provided to use anytime within 24 Months
  - This can be spent on new handsets during the term of contract.
- Monthly cost £4827 ex VAT
- Yearly cost **£57,924** ex VAT

**Other Matters Considered:**

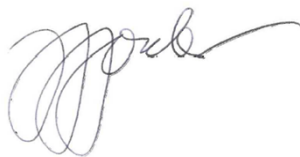
Legal Advice and Issues	x	Financial Advice and Issues	x
Sustainability Issues	x	Equality Issues	x
Community Safety Issues	x	Human Rights Issues	x
Reputation	x	Risk Assessment	x
Health & Safety Issues	x		

**Consultation:**

Democratic Services, Cabinet Members, Legal services and Procurement have been consulted.

**Background Papers: None**

**Call-in:** The call-in deadline for this decision will be 5:00pm on 5 October 2022

A handwritten signature in black ink, appearing to read 'Jonker', with a long horizontal flourish extending to the right.

**Signed:**

**Dated: 28 September 2022**

**Name: Jan Jonker, Head of Customer & Digital Services**

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