

Ryde Town Council – Contracts Data Base and Forward Plan

(In Accordance with Contract Standing Orders Clause 2.1.1)

Contract	Contractor	Start Date	End Date	Extension	Annual Value	Approval	Comments
Public Convenience Cleaning and Minor Maintenance	Top Mops Contract Cleaning Ltd	1 st April 2018	31 st March 2022	Up to a maximum 12 months	£38,900	Full Council – 5 March 2018	
Beach Cleaning	Brighstone Landscaping Ltd	1 st April 2019	31 st March 2020	No further extension under current FA. Subject to new IWC FA or separate RTC Procurement	£27,000	Full Council – 28 January 2019	Call-Off Contract under IWC Framework Agreement
Town Planting and Watering	idVerde	1 May 2018	30 April 2022	Up to a maximum 12 months	£25,700	Full Council – 5 March 2018	
Beach Safety and First Aid (Lifeguards)	Waterside Community Trust	1 May 2018	30 April 2022	Up to a maximum 12 months	£21,000	Full Council – 5 March 2018	

Town Map and Events Poster	SMP	8 March 2018	7 March 2022	Up to a maximum 12 months	£3,900	Finance Committee – 21 February 2018	
IT Maintenance and Support	PC Consultants	1 December 2018	30 September 2021	1 st review in June 2019	£5,335 p/a £16,005 (3 Yrs)	Finance Committee – 20 November 2018	Service Level Agreement to be reviewed in June 2021
Wightlink TV	Bob Ede TV	1 April 2019	31 March 2020	Subject to approval of a further Contract Waiver in 2020	£8,975	Finance Committee – 22 January 2019	Sole Supplier
Fire Equipment and Maintenance	Wight Fire	24 January 2017	31 st October 2020	No – Subject to new Framework Agreement or Clerk Delegated Authority.	£200	Delegated power of Clerk to Town Council – 24 January 2017	IWC Framework Agreement – Call-off Contract.
Office Cleaning – Lind Street and 147 High Street	Four Seasons	6 August 2018	5 August 2021	No. Subject to further procurement process	Yr1: £4,230 Yr2: £4,357 Yr3: £4,488	Chair and Vice Chair of Finance in conjunction with Clerk in accordance with Finance Committee Decision on 25 April 2018	

Window Cleaning - Lind Street and 147 High Street	Four Corners	6 August 2018	5 August 2021	No. Subject to further procurement process	Yr1: £2,105 Yr2: £2,380 Yr3: £2,655	Chair and Vice Chair of Finance in conjunction with Clerk in accordance with Finance Committee Decision on 25 April 2018	
Wallgate Replacement St Johns Public Conveniences	Wallgate Ltd	23 November 2018	N/A	N/A	£11,512	Finance Committee – 20 November 2018	
Supply of Decorative Lighting Motifs (Winter – High Street and Esplanade)	Gala Lighting	N/A	N/A	N/A	£18,530	Contract Waiver recommended by 16 April 2019 Finance Committee and approved by Full Council on 13 May 2019.	Sole Supplier. One off payment. Lifespan approx. 10 years.

Current Contract Arrangements under the Delegated Authority of the Clerks to the Council

(In Accordance with Financial Regulations Clause 10.3)

Service	Contractor(s)	Annual Value	Comments
Marketing Ryde Visit Advertisements (Island Visitor Magazine; Wight Style; Pocket Guide; Islandline Trains; Island Visitor Magazine; Wightlink Poster Sites)	Various including Solent and the Chamber of Commerce.	£4,800	Delegated decision of the Clerk in consultation with the Marketing Working Party Awarded for 2019-20
Distribution of Town Map and Events Posters	Pick Up Media Distribution Ltd	£850	Delegated decision of the Clerk in consultation with the Marketing Working Party Renewed for a further one year period in consultation with the Marketing Working Party 1 March 2019 to 29 February 2020
Locking and Unlocking Service – Ryde Skate Park	Vectis Security	£4.80 per visit	Rolling Contract – Commenced 1 July 2016 - ongoing

Skate Park Repairs	Nick Mulhern	Variable	Rolling Contract - Subject to review
Christmas Tree Provision	Thompsons	£1,945	Reviewed in 2019
Installation of Christmas Trees	Genelec	Variable	Due to be reviewed in 2019
Provision of Wheelie Bin (Skate Park)	Biffa Waste Services Ltd	Variable	Rolling Contract subject to annual review.
Water Supply for Planting	Supply UK	£570	Service provided In conjunction with the Town Planting and Watering Contract. Refer to above.
Newsletter	Beacon Media Limited	£5,060	Contract Waiver for single supplier action approved by 16 April 2019 Finance Committee. Reviewed annually. May 2019 to March 2020 Editions.
Office Waste Collection, Recycling and Disposal - Lind Street and 147 High Street	Biffa Waste Services Ltd	£265 per annum (Plus 3% increase per annum)	3-year contract. Start Date: 6 August 2018 End date: 5 August 2021

Confidential Waste Collection- Lind Street and 147 High Street	Wight Confidential	Variable (Approx £150 pa). Fixed rates over 3 year contract period.	3-year contract. Start Date: 6 August 2018 End date: 5 August 2021
Electrical Testing – Public Conveniences	SSE	£700	Testing completed for 2018 – 2019. Reviewed annually.
Insurance Services	Zurich Insurance	£4,609 per annum (1 July 2018 – 30 June 2021). Three- year contract.	RFO delegation in consultation with the Chair and Vice Chair of Finance Committee. Three-year arrangement. Covers all identified risks including Public Conveniences and 147 High Street
Health and Safety Services	Temporarily In-House pending confirmation of Service Level Agreement (SLA) with IWC.	To be confirmed.	Currently under review. SLA being finalised with IWC. Contract term and annual cost to be agreed.
Human Resources Services	Temporarily In-House pending confirmation of SLA Agreement with IWC.	Currently awaiting SLA quote from IWC.	Currently under review. SLA being finalised with IWC. Contract term and annual cost to be agreed.
Payroll Services	Harrison Black	£1,000	Currently under review.

Stationary and Office Supplies	Wight Business Services	Variable	Due for review in 2018-19
Wallgate Unit Servicing	Wallgate Ltd	£2,698 (1 April 2019 to 31 March 2020)	Collaborative purchasing with Ventnor Town Council (Lead Authority). Single Supplier. Reviewed Annually.

Note:

The delegated financial authority of the Clerk's to the Council to procure and award contracts (subject to conditions for contracts with a whole life value between £5,001 and £10,000) was increased from £5,000 to £10,000 with the agreement and approval of the Full Town Council meeting held on 1 April 2019.