

Local Government Transparency Code 2015

Procurement Over the Value of £5,000 for the 2020/21 Financial Year

Revenue Budget Expenditure

Revenue Budget	Description of Works, Goods or Services	Approximate Annual Spend	Current Supplier(s)	Procurement Process Followed	Start Date	End Date	Review Date
Sports Complex Gas	Gas supply to the Oak Leaf Sports Complex, Depot and Golf Complex.	£13,700	Corona Energy	Market testing undertaken via Durham County Council Procurement Department. Contract set up with Durham County Council's gas supplier; Corona Energy.	01/04/2020	31/03/2021	2022
Sports Complex Electricity	Electricity supply to the Oak Leaf Sports Complex.	£10,000	EDF	Market testing undertaken via Durham County Council Procurement Department. Contract set up with Durham County Council's electricity supplier; EDF.	01/04/2020	31/03/2021	2022
Sports Complex Water	Water supply and sewerage services to the Oak Leaf Sports Complex, Depot and Golf Complex.	£8,475	Northumbrian Water	Water market only recently deregulated. Have been limited to Northumbrian Water up until now. Market testing to be carried out via Durham County Council procurement department during 2020 with a view to possibly switching supplier in the future.	Ongoing	Ongoing	During 2022
IT Support Contract	Support contract for all of the Council's servers and computer equipment including on-site visits.	£11,350	Technology Services Group	Long term support arrangement which runs year to year. The market has not been tested to date as the current arrangement is working well, the provider has in depth knowledge of the Council's information technology infrastructure, and there would be risks involved with moving support to an alternative service provider without that specialist knowledge.	01/04/07	Ongoing	No current plans to review.
Vehicle Fuel	Fuel card account for the supply of petrol and diesel for the Council's fleet of works vehicles and the civic car.	£15,600	Right Fuel Card	The market was last tested in 2021, when an account was set up with the most competitive provider of fuel cards; Fuel Genie which enables to Council to use the local Tesco Filling Station which usually has the lowest prices on the town. A key consideration in setting up this account was the Council's requirement to use petrol stations within Great Aycliffe.	01/01/15	Ongoing	No current plans to review.
Vehicle Insurance	Insurance for the Council's fleet of works vehicles and the civic car.	£7,200	Equity Redstar	The Council uses the town and parish council insurance broker; WPS Insurance to arrange its insurance contracts, and they test the market every year and source the most cost effective vehicle insurance policy on behalf of the Council. Equity Redstar have held the contract since June 2012. The current Long Term Agreement with WPS Insurance is due to end in June 2022.	25/06/19	24/06/21	April 2021
Main Insurance	The Council's main insurance policy including public liability, employers liability and buildings and contents cover.	£42,000	WPS Insurance	The Council uses the town and parish council insurance broker; WPS Insurance to arrange its insurance contracts, and they test the market every three to five years and source the most cost effective insurance policy on behalf of the town and parish council sector. Following the most recent re-tender exercise the contract moved from Aviva to Royal Sun Alliance with effect from June 2019. The Council has taken up the option of a three-year long-term agreement in order to maximise the savings and benefits available. There was a saving to the Council of around £10,000 per year under the new long-term agreement.	25/06/19	24/06/22	April 2022
Works Tools and Equipment and Equipment Maintenance	The supply of small machines, works equipment and tools, protective clothing and the maintenance of that machinery and equipment.	£23,700	Various Suppliers	The Council uses various local suppliers for its works tools, equipment and machinery requirements including Greenhams, Carrs Billington, Ripon Farm Services, Lloyds, Spaldings, Screwfix, Phil Hedley Tyres, Sterling Safety and Peter Janes. There are no formal contracts in place and Works Department management are free to shop around for the best prices.	Ongoing	Ongoing	N/a
Works Protective Clothing	The purchase of works uniforms and protective clothing and PPE.	£5,400	Various Suppliers	The Council uses various local suppliers for its works protective clothing and equipment requirements including Sterling Safety, Landscape Supply Company, Carrs Billington and Screwfix. There are no formal contracts in place and Works Department management are free to shop around for the best prices.	Ongoing	Ongoing	N/a
Bedding Plants	The supply of bedding plants for the Council's annual spring, summer and autumn floral displays.	£12,750	Darlington Borough Council	Darlington Borough Council have been used for a number of years now due to the range and quality of plants available, the fact that locally grown plants are better acclimatised to local conditions, and the ability of the responsible officer to visit the nursery to hand pick plants on site.	Ongoing	Ongoing	No current plans to review.
Alarm Monitoring and Maintenance	The supply of alarm monitoring and maintenance services including call outs to faults and repairs across all Council sites.	£7,600	ADT	This is a long term support contract which runs year to year. The market has not been tested in recent years as the current arrangement is working well, the provider has in depth knowledge of the Council's alarm set up, and there would be risks involved with moving support to an alternative service provider without that specialist knowledge.	Ongoing	Ongoing	No current plans to review.
Bar Supplies	The supply of drinks for the Oak Leaf Sports Complex bar facility.	£20,800	Matthew Clark	This contract was subject to a full tender process during 2017 in accordance with the Public Contracts Regulations. The tender was won by Matthew Clark and the new contract will run for an initial two years with an option for three further extension periods of one year. The first of these three further extension periods was taken up in July 2020, following negotiations that resulted in prices on key products being reduced to 2017 rates and a new sponsorship package being agreed.	July 2019	July 2021	2022
Golf Course and Driving Range Maintenance	The supply of golf course maintenance materials such as fertiliser, grass seed and sand, as well as the maintenance of golf course and driving range machinery and equipment.	£12,400	Various Suppliers	The Council uses various local suppliers for golf course materials and the maintenance of golf course and driving range machinery including East Riding Horticulture, Turf Technical, Lloyds, Rickerby, Carrs Billington, Garfitts, Ripon Farm Services, Peter Janes, Amtech, Badcock and AV Irrigation. There are no formal contracts in place and Works Department management are free to shop around for the best prices.	Ongoing	Ongoing	N/a

Revenue Budget	Description of Works, Goods or Services	Approximate Annual Spend	Current Supplier(s)	Procurement Process Followed	Start Date	End Date	Review Date
Tree Works	The provision of tree works including inspections, pruning and felling of trees on Council owned land and the purchase of replacement trees.	£5,550	Various Suppliers	The Council uses various local suppliers for tree works including Trees Please, All Seasons Arborists and Teesside Heritage Trees. This is an ad-hoc service, linked to the programme of works required each year and any damage to trees as a result of storms etc. The level of work therefore varies widely and for this reason tree works have not been subject to a formal tender or contract.	Ongoing	Ongoing	No current plans to review.

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Capital Programme Budget Expenditure

Capital Budget	Description of Works, Goods or Services	Actual Spend £	Supplier / Contractor	Procurement Process Followed	Start Date	End Date	Review Date
Street Equipment	Rebuild bus shelter Williamfield Way	£8,334	Pinkney Building Contractors Ltd	Dealt with via an insurance claim.	N/a	N/a	N/a
Play Area Safety Surfacing	Overlay St Oswald's infants play area	£8,308	RTC Safety Surfaces Ltd	Three quotations were sought for the improvement of safety surfacing works within St Oswald's play area in accordance with the Council's Standing Orders for Contracts and Procurement. The successful quotation was received from RTC Safety Surfaces Limited. This was reported to the Council's Recreation Committee on 25th November 2020.	N/a	N/a	N/a
Electrical Machinery	Electrical Works & Horticulture Machinery	£12,446	Thomas Sherriff & Co Ltd	Four separate manufacturers were contacted to demonstrate electrical equipment. Three of the manufacturers provided test equipment. Only one Company met the requirements needed. It was recommended and approved that the equipment was purchased from PellEnc at the Policy and Resources Committee, 2nd December 2020.	N/a	N/a	N/a