

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A1038	Sole property agent to support the marketing and letting of space at Swale House	Sole property agent to support the marketing and letting of space at Swale House	Contract		0.5(+0.66+0.5+0.33)	28/02/2026	60/40		Economic Development	HoS	
A1082a	Electoral Management System	Electoral Management System, postal vote checking, data mining and matching	Contract		2	28/02/2026	TBC		Democratic Services	HoS	TBC
A954	Beach Huts	The construction of 14 No. Beach Huts at Leysdown and 12 No. Beach Huts at Minster-on-Sea. Including some minor landscaping works	Contract		0.42(+0.08)	28/02/2026	40/60		Leisure and Technical	Committee	TBC
A518	Multi-storey car park card payments	Card payment services	Contract		3 (+3+1)	28/02/2026	TBC		Finance	HoS	TBC
A876	Provision of agency staff for Swale Borough Council	Provision of agency staff for Swale Borough Council	Contract		3(+1)	01/03/2026	TBC		Human Resources	Committee	TBC
A1092	Licenses for Evolutive Client Relationship Management System and Property Register	Provision of licenses for use of the Evolutive CRM and associated support	Contract	Jan-24	1(+1)	15/03/2026	TBC		Regeneration and Economic Development / Housing & Communities	HoS	TBC
A990	Pentana License (previously known as Covalent)	Pentana License (previously known as Covalent)			1(+2)	17/03/2026	TBC		Information Governance	HoS	TBC
A1139	Property Management agency appointment	Interim support for SBC's estate management function.	Contract		0.5(+0.25+0.75+0.08+0.16)	31/03/2026	TBC		Regeneration, Economic Development and Property	Committee	TBC
A1155	Snapsea - Visit Swale Image Library hosting	Hosting platform for large high quality images to be shared with a multitude of Swale businesses operating in and around the visitor economy sector.	Contract		2(+0.16)	31/03/2026	TBC		Regeneration. Economic Development and Property Services	HoS	TBC
PA34	Professional Advice Service	Annual subscription - Chartered Institute of Public Finance and Accountancy	Contract		1	31/03/2026	TBC		Finance	HoS	TBC
PA36	Service and maintenance of roller shutter doors	Service and maintenance of roller shutter doors	Contract		1	31/03/2026	TBC		Property Services	HoS	TBC
PA30	Water coolers and café boiler maintenance and servicing	Water coolers and Cafe boiler maintenance and servicing	Contract		1	31/03/2026	TBC		Property Services	HoS	TBC
PA09	DCP Online, COMPASS Online and Planning Resource	Annual subscription to online service for law and technical data	Contract		1	31/03/2026	TBC		Planning Services	HoS	TBC
PA08	S.106 / CIL monitoring database and supporting IT system	S.106 / CIL monitoring database and supporting IT system	Contract		1	31/03/2026	TBC		Planning Services	HoS	TBC
A1256 / PA21	CCTV Control Centre Back Up Centre	Office rental	Contract		1	31/03/2026	TBC		Community Safety	HoS	TBC
A1252 / PA22	Kent Connects	Kent Connects is a nationally recognised successful multi-agency Partnership of public service providers, comprising all Kent and Medway Councils	Contract		1	31/03/2026	TBC		Mid Kent Information Technology	HoS	TBC

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A1251 / PA23	Low carbon advice for Community Infrastructure and Small Business Grants - further work	Low carbon advice for Community Infrastructure and Small Business Grants	Contract		0.84	31/03/2026	TBC		Place Services	HoS	TBC
A1258 / PA20	Policy in Practice	Analysis of benefit claimants who are not in receipt of their full entitlement of benefits.	Contract		1	31/03/2026	TBC		Housing, ,Economy and Community Services	HoS	TBC
A1239	Supply of Digital Case Management System	Supply of Digital Case Management System	Contract		1	31/03/2026	TBC		Mid Kent Legal Services	HoS	TBC
A1135	IT Equipment Maintenance Agreement	IT Equipment Maintenance Agreement	Contract		1(+1)	31/03/2026	TBC		Mid Kent IT	HoS	TBC
PA07	Floodgate Operations	Opening and Closing of EA owned floodgates, both routinely and reactive	Contract		1	31/03/2026	TBC		Leisure and Technical	HoS	TBC
A1054	Provision of Minor Maintenance and Cleansing of Public Conveniences	Inspection and cleansing of public conveniences within Swale including periodic deep cleans and minor repairs.	Contract		1(+1)	31/03/2026	60/40		Environmental Services	Committee	TBC
PA05	Legal research tools and encyclopaedias	A legal research engine of case law and judgements, encyclopaedias in key practice areas, precedents and forms for legal documents which the team may be required to produce. Along with a digital search engine of primary legislation. In addition to physical	Contract		1	31/03/2026	TBC		Mid Kent Legal Services	HoS	TBC
PA15	Fire Fighting Equipment Service and Maintenance	Fire Fighting Equipment Service and Maintenance	Contract		1	31/03/2026			Property Services	HoS	TBC
A1225	Local Government Association (LGA) Publication	Subscription to Local Government Association for CEX and Directors and Swale Staff (LGIU	Contract		1(+1)	31/03/2026			Chief Executive	HoS	TBC
A65	Bus Shelter Contract	Maintenance and Cleaning of Bus Shelters	Contract		23(+5)	31/03/2026	TBC		Leisure and Technical	HoS	TBC
A1099	Project Manager Procurement for GP element of Beachfields LUF project	Project Manager Procurement for GP element of Beachfields LUF project	Contract	Mar-24	1.88(+1)	31/03/2026	40/60	Consultancy	Property and regeneration	HoS	TBC
A959	Hygiene Services	Supply and maintenance of baby changing units, hand dryers and sanitation bins in Swale Borough Council buildings and public conveniences	Contract		3(+2)	31/03/2026	60/40		Environmental Services	HoS	

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A728	Card Payments Supplier	System and Supplier able to provide PCI Compliant card payment service	Contract		5	31/03/2026	TBC		Finance	HoS	TBC
PA40	MSCP Cleaning	MSCP Cleaning	Contract		0.75	31/03/2026	TBC		Control Centre	HoS	TBC
PA39	MSCP Facilities	MSCP Facilities	Contract		1	31/03/2026	TBC		Control Centre	HoS	TBC
PA12	Objective Keystone	Objective Keystone software subscription	Contract		1	30/04/2026	N/A		Planning Policy	HoS	N/A
PA17	Air Conditioning and Mechanical Ventilation Services	Air Conditioning and Mechanical Ventilation Services	Contract		1	30/04/2026	TBC		Property Services	HoS	TBC
A948	Security Services at Swale House	Security Services at Swale House	Contract	Sep-25	3	05/05/2026	60/40		Property Services	HoS	15/12/2025
A1204	Sheppey Leisure Contract LUF Remodelling Contract	Appointment of initial design team to RIBA 4 for the remodelling of Sheppey Leisure Centre.	Contract		2(+1.16)	31/05/2026	TBC		Regeneration	Committee	TBC
A873	Treasury Management	Treasury Management Consultancy advice to aid in the Council's decision making with regard to investments and loans.	Contract		4	31/05/2026	TBC		Finance	HoS	TBC
PA26	Swale Borough Council Employee Benefits and Rewards Service	Swale Borough Council Employee Benefits and Rewards Service	Contract		1	31/05/2026			Mid Kent HR	HoS	TBC
A907	Merchant Services	A service to enable the Council to take payments from customers using cards, or other devices via a secure, encrypted channel.	Contract		4	08/06/2026	TBC		Finance	Committee	TBC
A1073	CCTV Line Rental	Community Safety	Contract		3	19/06/2026			Community Safety	HoS	TBC
A960	Stray Dog Kennelling	Environmental Response Team	Contract		3(+1)	30/06/2026	TBC		Environmental Response Team	HoS	TBC
A974B	Insurance coverage and associated service (excluding Broker Services) Lot 4 Fidelity Guarantee Lot 6 Group Personal Accident and Travel, Lot 7 Engineering Services	Insurance coverage and associated service (excluding Broker Services) Lot 4 Fidelity Guarantee Lot 6 Group Personal Accident and Travel, Lot 7 Engineering Services	Contract		3(1+1)	30/07/2026	Previous: 60/40		Finance	HoS	

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A974A	Insurance coverage and associated service (excluding Broker Services) Lots 2 Commercial and Industrial and 8 (package of Lots 1 Property, 3 Casualty and 5 Fleet) only	Insurance coverage and associated service (excluding Broker Services) Lots 2 Commercial and Industrial and 8 (package of Lots 1 Property, 3 Casualty and 5 Fleet) only	Contract		3(1+1)	30/07/2026	Previous: 60/40		Finance	Committee	
A1262a	Modern Mindset Limited - Modern Gov	Computer software for Democratic Services	Contract		1	31/07/2026			Democratic Services	HoS	TBC
A747	Letter Generating Software	Civil Parking Enforcement Letter Generating Software	Contract		5	05/08/2026	60/40		Parking Services	HoS	
A1156	Bank Account Verification	Software to check bank accounts and sort code used on the Finance system (Agresso)	Contract		1(+1+1)	20/08/2026			Mid Kent ICT	HoS	TBC
A1271	Fixed Electrical Testing	Fixed Electrical Testing	Contract		1	20/08/2026			Property Services	HoS	TBC
A793	Cashless Parking Solution	Cashless Payments in Off-Street Car Parks	Contract		3(+2)	31/08/2026	MBC lead		Parking Services	Committee	
PA51	MyCelia Software Subscription	MyCelia Software Subscription - planning software	Contract		1	02/09/2026	TBC		Planning Services	HoS	TBC
A1163	Boiler Service & Maintenance Borough wide 2024 - 2025	Boiler Service & Maintenance Borough wide 2024 - 2025	Contract		1(+1)	11/09/2026			Property Services	HoS	TBC
PA50	Risk Management Software	Risk management software, including the build of that software, training and ongoing license fees	Contract		1	12/09/2026	TBC		Mid Kent Audit	HoS	TBC
A1286	CRM,forms and email	Digital solutions for IT and customer service teams includes service designer; employee portal; customer portal; standard payment integration; customer service hub; email marketing; standard support	Contract		1	22/09/2026	TBC		Communications/ CSC	HoS	TBC
A1051	Mobile Phones	Mobile phone services as detailed in CCS Framework schedule 6 RM6261-Lot 1 VMO2-SO1-Mobile Voice and Data, provision of mobile voice and data services.	Contract		3	28/09/2026	TBC		Mid Kent ICT	HoS	TBC
A1273	Agresso Support Package	Support package for finance system	Contract		1	30/09/2026	TBC		Finance	HoS	TBC
A1083	Faversham Hop Festival	Faversham Hop Festival	Contract		3(+2)	30/09/2026	TBC		Economy and Regeneration	HoS	TBC
A1053	Procurement of Energy (Utilities) 2024-28	Procurement for the supply of energy for SBC (gas and electric)	Contract		2(+2)	30/09/2026	TBC		Property Services	Committee	TBC
A1042	Consultancy+ Framework	Consultancy Services	Contract		3(+1)	30/09/2026	TBC		Commissioning	Committee	TBC

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A981	Reactive and Planned Property Maintenance Term Contract 2023	Provision of a responsive maintenance service to the Council's managed corporate and community buildings. The work will include all building maintenance trades.	Contract		3(+2)	30/09/2026	TBC		Property Services	Committee	TBC
A1076	Foundations Case Manager	Provider of Staying Put database	Contract		1(+1+1)	30/09/2026	TBC		Staying Put	HoS	TBC
A752	Supply of Stationery Products	Supply and delivery of stationery	Contract		5	30/09/2026	TBC		Property Services	HoS	TBC
A1052	E-learning	Essential Plus Learning Management System with Government Catalogue	Contract		3	22/10/2026	TBC		Mid Kent HR Services	HoS	TBC
A574	Treasury Management	Treasury Management Service	Contract		7	22/10/2026	TBC		Finance	HoS	TBC
A937	Public Health Funerals - Genealogy Service	Public Health Funerals - Genealogy Service	Contract		3(+1)	31/10/2026			Mid Kent Environmental Health	HoS	TBC
A745	Supply of Cleaning Products (Lot 1) and PPE (Lot 2)	Supply of cleaning products and PPE	Contract		5	10/11/2026	TBC		Property Services	HoS	TBC
A946	Nightly Paid Temporary Accommodation	Temporary accommodation	No Contract			28/11/2026	TBC		Housing Services	Committee	TBC
PA59	BACS Software	Bacs payment processing and Direct Debit collection.	Contract		3(+1)	28/11/2026	TBC		Finance/IT	HoS	TBC
A912	Asset Valuations	Asset Valuations	Contract		4	29/11/2026	TBC		Property Services	HoS	TBC
A608	Supply of Water and Sewerage Services	Supply of Water and Sewerage Services	Contract		5(+2)	30/11/2026	TBC		Property Services	HoS	TBC
A914b	Seafront Vehicle Lease	Sea Front Vehicle Lease, White Toyota Hilux Diesel Active Extra Cab Pick up 2.4 D-4D 6sp. Registration GL73 HZS	Contract		2(+1)	12/12/2026	TBC		Seafront and engineering	HoS	TBC
A1162	London Boroughs Legal Alliance Barristers Framework	Access agreement providing access to legal services and advice on a call-off basis.	Contract		3(+1)	31/12/2026	TBC		Mid Kent Legal Services	HoS	TBC
A1282	Network Upgrades	Network Upgrades (including hardware equipment and some professional services)	Contract		1	01/01/2027	TBC		Mid Kent ICT Services	HoS	TBC
A1160b	Distribution of Inside Swale magazine	Distribution of Inside Swale magazine	Contract		2(+1)	01/01/2027	TBC		Communications and Policy	HoS	TBC
A1160a	Print of Inside Swale Magazine	Print of Inside Swale Magazine	Contract		2(+1)	01/01/2027	TBC		Communications and Policy	HoS	TBC
A596	Provision of Enforcement Agency (Bailiff) Services	Provision of Enforcement Agency (Bailiff) Services	Contract		5(+2+1)	12/01/2027	TBC		Revenues and Benefits / Parking	Committee	TBC
A756	Arboriculture (Tree) Services Contract		Contract		5(+2)	14/01/2027	TBC		Leisure & Technical Services	HoS	TBC
A717	Grounds Maintenance and Associated Services		Contract		5(+2)	14/01/2027	TBC		Leisure & Technical Services	Committee	TBC
PA65	Swale Community Lottery	Management of Swale Community Lottery	Contract	Jan-25	1	16/01/2027	TBC		Community and Partnership	HoS	TBC
A943	Minor Bodywork Repairs for Vehicles		Contract		2(+2)	31/01/2027			Environmental Services	HoS	TBC
A863	Window Cleaning Services		Contract		5	31/01/2027	TBC		Property Services	HoS	TBC

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A838	Public Health Funerals		Contract		3(+2)	31/01/2027	TBC		Mid Kent Environment Protection	HoS	TBC
A653	Electric vehicles	2 x Acenta Electric Env 200 for Dog Wardens Registrations: LT70OHH, LM70ZBX	Contract		3(+1+1+1)	31/01/2027	N/A		Environmental Response Team	HoS	TBC
A651	Electric Vehicles	4 x Nissan Acenta Env 200 electric vans for Environment Warden, Greenspaces and 'In Bloom' vehicle. Registrations - LL70CWK, LM70ZVE, LM70YFR, LM70YFU	Contract		3(+1+1+1)	31/01/2027	N/A		ERT / Leisure	HoS	TBC
A1003	Vehicle - Parking Services	Nissan Acenta Electric Env 200 Electric Car LM70TXH	Contract		3(+1+1+1)	31/01/2027	TBC		Parking Services	HoS	TBC
A1209	Leadership Training	Leadership Training	Contract		2	28/02/2027	TBC		Chief Executive	HoS	TBC
A1173	Leisure consultancy support	Appointment of Leisure Consultancy to support Swale Leisure tender and procurement of leisure services	Contract		2.41(0.5)	01/03/2027	TBC		Leisure and Technical	HoS	TBC
A1004	Toyota Hilux Active Extra Cab Pick Up 2.4 D-4D Open Spaces GJ24 TFK	Toyota Hilux Active Extra Cab Pick Up 2.4 D-4D, diesel, manual with all terrain tyres, rear parking sensors, ball & pin towbar 7 pin, plastic bed liner over rail, soft tonneau cover, textile floor mats, pure white GJ24 TFK	Contract		2	06/03/2027	TBC		Leisure & Technical Services	HoS	TBC
A42	Swale Community Leisure Limited	Leisure Trust Management	Contract	Dec-24	15(+5.5+2)	31/03/2027	40/60		Leisure and Technical	Committee	Estimated: 31/10/26
A40	Maintenance of Swallows & Sheppey Leisure Centre	Leisure Centre Operation	Contract	Dec-24	15(+5.5+2) Proposed: 10(+5)	31/03/2027	40/60		Leisure and Technical	Committee	Estimated: 31/10/26
A914	Seafront Vehicle Lease	Sea Front Vehicle Lease, White Toyota Hilux Diesel Active Pick Up 2.4 D-4D (GF23 OLM)	Contract		2(+0.87+1)	31/03/2027			Seafront and engineering	HoS	TBC
A932	Binding Machine	Binding Machine	Contract		5	13/04/2027	TBC		Property Services	HoS	TBC
A788	Water Hygiene Services	Cleaning, disinfecting & temperature monitoring of water tanks, water testing for legionella, updating risk assessments and schematic drawings.	Contract		3(+2)	16/04/2027	TBC		Property Services	HoS	TBC
A1165	CCTV partnership - Fibre Lease Line Gravesham	CCTV partnership - Fibre Lease Line Gravesham	Contract		3(+2)	13/05/2027	TBC		Community Safety	HoS	TBC

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
A825	Occupational Health	Occupational Health shared service for Maidstone and Swale Borough Council	Contract		3(+2)	31/05/2027	TBC		Mid Kent Human Resources	HoS	TBC
A1055	Kent Deaf Interpreting Services (KDIS)	Interpreting and Communication Services for People who are d/deaf and deafblind	Contract		4	16/06/2027	Not known - KCC lead		Housing options	HoS	TBC
A1151	Property Pool Car CF23 KTJ	Property Pool Car CF23 KTJ Nissan Leaf Acenta Auto 39kwh 5 door	Contract		3	31/07/2027			Property Services	HoS	TBC
A1193	Recruitment Advertising Services	Recruitment Advertising Services	Contract		3(+1)	31/10/2027	TBC		Human Resources	HoS	TBC
A966	NEC Software Management	NEC Software management implementation, licenses and support and maintenance services for Revenues and Benefits system.	Contract		5(+0.66+1.33)	31/10/2027	TBC		Revenues and Benefits	HoS	TBC
A898	Lift Maintenance Service	Lift Maintenance Service at Swale House, Sittingbourne	Contract		5	31/10/2027	TBC		Property Services	HoS	TBC
PA63	Financial Credit Checks	Company credit check	Contract		1	23/01/2028	TBC		Finance	HoS	TBC
A1203	Payment Service Contract	The Supply of Services under Procurement for Housing (PFH) Electronic Payment Services Framework 2023	Contract		3	31/01/2028	TBC		Finance	HoS	TBC
A1172	Mayor's car	Mayor's car Peugeot E-2008 ELECTRIC ESTATE 115kW Allure 54kWh 5dr Auto, automatic, electric, metallic grey. Registration CK25BNN	Contract		3	02/03/2028			Chief Executive Services	HoS	TBC
A1236 / PA04	OneCouncil Software	Provision of OneCouncil software as a service (SaaS) (Finance)	Contract		3(+1)	30/03/2028	TBC		Finance	Committee	TBC
A1227	Mid Kent Environmental Health AQ Maintenance Contract	SBC contribution towards the annual servicing and maintenance contract for all the AQ equipment across the Mid Kent partnership	Contract		3(+2)	31/03/2028	TBC		Mid- Kent Environmental Health	HoS	TBC
A861	Local external auditor	External auditor for the audit of accounts	Contract		5	31/03/2028	TBC		Finance	HoS	TBC
A821	Lynsted Church Wall	Repair collapsed wall.	No Contract	Nov-21	2 months (+6 months)	N/A	60/40		Leisure and Technical	HoS	TBC
	Minor Works & maintenance of Play Areas	Maintenance of open spaces/car parks and all play areas in the Borough	No contract - currently use a number of local suppliers		TBC	N/A	55% quality, 45% price	Health & Safety and speed of repairs service is important.	Leisure & Technical Services	Committee	TBC

Commissioning Forward Plan

Contract Reference	Title	Description	Current Status	Commissioning start date	Contract length	Current Contract end date	Proposed Cost / Quality Split	Reason for split (if not 60/40)	Service Area	HoS or Committee Decision?	Date of Decision
	Play area improvements	£500,000 in the capital programme for improving play areas over 4 years. Members have nominated 10 play areas requiring improvement and these have been incorporated into a four plan.	No contract		TBC	N/A	TBC		Leisure & Technical Services	HoS	TBC
	Barton's Point Drainage		No Contract	Jan-22	TBC	N/A	TBC		Leisure and Technical	HoS	TBC
	UK Shared Prosperity Fund (UKSPF)	UK Shared Prosperity Funds - investment for various commissions and grants.	No Contract	Nov-22		N/A			Economic Development	Committee	TBC
	Property Services Estates Management Software	Database software system to manage the Estates portfolio	No Contract		TBC	N/A			Property Services	HoS	TBC
new	CCTV Control Room - Maintenance contract	CCTV Control Room - Maintenance contract	No Contract			N/A	TBC		Community Safety	HoS	TBC
A1265/PA58	CCTV Control Room Expansion	CCTV Control Room Expansion	No Contract	Jul-25	TBC	N/A	60/40		Community Safety	Committee	TBC
	Councillors training	Councillors training	No Contract	Aug-25	TBC	N/A	TBC		Chief Executive	HoS	TBC
PA42	Supplementary Environmental Enforcement	Litter Enforcement Service	No Contract	Aug-25	TBC	N/A	TBC		Environmental Services	HoS	TBC
new	LED Street Light Upgrades	LED Street Light Upgrades	No Contract	Nov-25	TBC	N/A	TBC		Seafront and engineering	HoS	TBC
A91	Document Image Processing	Document Image Processing	Contract	TBC	1	TBC	TBC		Revenues and Benefits	HoS	TBC