

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	Committee Chair
A1001	Low Carbon advice for Community Infrastructure and Small Business Grants	Low Carbon advice for Community Infrastructure and Small Business Grants	Contract		1(+1)	09/05/2024	TBC		Community Services	HoS	TBC	Angela Harrison
A986	Property Management agency appointment	Interim support for SBC's estate management function.	Contract		1(+1)	31/05/2024	TBC		Regeneration, Economic Development and Property	Committee	TBC	Monique Bonney
A1028	Kent Connects	Kent Connects is a nationally recognised successful multi-agency Partnership of public service providers, comprising all Kent and Medway Councils	Contract		1	13/06/2024	TBC		Mid Kent Information Technology	HoS	TBC	Tim Gibson
A1073	CCTV Line Rental	CCTV Line rental	Contract		1	19/06/2024	TBC		Community Safety	HoS	TBC	Richard Palmer
A1102	Agency supplying Property Paralegal	Agency supplying Property Paralegal	Contract		TBC	30/06/2024	TBC		Legal	TBC	TBC	Tim Gibson
A1103	Agency supplying Property Lawyer	Agency supplying Property Lawyer	Contract		1	30/06/2024	TBC		Legal	TBC	TBC	Tim Gibson
A1037	CCTV Control Room - Maintenance contract	CCTV Control Room - Maintenance contract	Contract		1	30/06/2024	TBC		Community Safety	HoS	TBC	Richard Palmer
A616	Banking Services	Banking Services	Contract	Already underway	4	30/06/2024	TBC		Finance	HoS	TBC	Tim Gibson
A660	Property Services Pool car	Lease of 1 x smart electric vehicle - FORFOUR 60kW EQ Passion Advanced 17kWh 5dr Auto [22kWch] Registration GV21 VXH	Contract		3	05/07/2024	TBC		Property Services	HoS	TBC	Monique Bonney
A705	Modern Mindset Limited - Modern Gov	Computer software for Democratic Services.	Contract		Current: 5 + rolling contract until terminated - 3 months notice required.	31/07/2024	TBC		Democratic Services	HoS	TBC	Tim Gibson

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A659	Bank Account Verification	Software to check bank accounts and sort code used on the Finance system (Agresso)	Contract		Current: 3	20/08/2024	TBC		Finance	HoS	TBC	Tim Gibson
A860	Risk Management Software	Risk management software, including the build of that software, training and ongoing license fees	Contract		3	31/08/2024	TBC		Mid Kent Audit	HoS	TBC	Tim Gibson
A668	Multi-storey car park machine service agreement	Annual service and maintenance repairs of car park payment machines and operating system	Contract		4	03/09/2024	TBC		Environment and Leisure	HoS	TBC	Rich Lehman
A793	Cashless Parking Solution	Cashless Payments in Off-Street Car Parks	Contract		3(+2)	08/09/2024	TBC		Parking Services	Committee	TBC	Rich Lehman
A1003	Vehicle - Parking Services	Nissan Acenta Electric Env 200 Electric Car LM70TXH	Contract		3(+1)	20/09/2024	TBC		Parking Services	HoS	TBC	Rich Lehman
A1074	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	28/09/2024	TBC		Communications/ CSC	HoS	TBC	Tim Gibson
A936	Pro Contract Portal	E-Procurement System	Contract	Already underway	Current: 2	30/09/2024	TBC		Commissioning and Procurement	HoS	TBC	Tim Gibson
A544	Supply of Services at the Faversham Hop Festival	Supply of Services at the Faversham Hop Festival	Contract		Current: 3(+3)	30/09/2024	TBC		Economy and Community Services	TBC	TBC	Richard Palmer
A787	KCC Public and Statutory Notices Framework	Public and Statutory Notices	Contract		2 (+1)	07/10/2024	TBC		Commissioning	HoS	TBC	Tim Gibson
A1025	PM/EA/QS Services for Masters House Sheerness – Low Carbon Refurbishment of Garages/Outbuildings	PM/EA/QS Services for Masters House Sheerness – Low Carbon Refurbishment of Garages/Outbuildings	Contract		1(+0.25)	08/10/2024	TBC		Regeneration	HoS	TBC	Monique Bonney
A502	YPO Line Marking DPS	YPO Road Marking & Surfacing - 772	Contract		7	19/10/2024	TBC		Parking Services	TBC	TBC	Rich Lehman
A941	Mid Kent Firewall Palo Alto Contract	Firewall	Contract		1+1+1	24/10/2024	TBC		Mid Kent ICT	HoS	TBC	Tim Gibson
A643	Provision of Recruitment Advertising services	Provision of Recruitment Advertising services	Contract		3(+1)	31/10/2024	TBC		Human Resources	HoS	TBC	Tim Gibson
A1088	Housing Targets Exceptional Circumstances Study	Housing Targets Exceptional Circumstances Study	Contract		0.51(+0.16)	01/11/2024	TBC		Planning Policy	HoS	TBC	Angela Harrison

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A947	BACS Software	Bacs payment processing and Direct Debit collection.	Contract		3	28/11/2024	TBC		Finance/IT	HoS	TBC	Tim Gibson
A607	Kia Niro Electric Civic Car	Kia Niro SUV 5Dr 0.0Electric 64kWh 201 4 Auto Registration: GK70 FTA (Mayor's/ Civic Car)	Contract		3(+1)	29/11/2024	TBC		Democratic Services	HoS	TBC	Monique Bonney
A480	Multifunctional Devices	Multifunctional Devices	Contract		5	30/11/2024	TBC		Property Services	Committee	TBC	Monique Bonney
A608	Supply of Water and Sewerage Services	Supply of Water and Sewerage Services	Contract		5(+2)	30/11/2024	TBC		Property Services	Committee	TBC	Rich Lehman
A596	Provision of Enforcement Agency (Bailiff) Services		Contract		5(+2)	30/11/2024	TBC		Revenues and Benefits / Parking	Committee	TBC	Tim Gibson
A353	Provision of Beach Lifeguard Services	Provision of Beach Lifeguard Services	Contract	Already underway	Current: 5 (+2)	31/12/2024	N/A	N/A - VEAT Notice	Leisure and Technical	Committee	TBC	Rich Lehman
A653	Electric vehicles	2 x Acenta Electric Env 200 for Dog Wardens Registrations: LT70OHH, LM70ZBX,	Contract		3(+1)	31/12/2024	N/A		Environmental Response Team	HoS	TBC	Rich Lehman
A651	Electric Vehicles	6 x Nissan Acenta Env 200 electric vans for Environment Wardens, Greenspaces and 'In Bloom' vehicle. Registrations - LT70OFO, LL70CWK, LM70ZVE, LM70YFR, LM70YFU, LL70CVY	Contract		3(+1)	31/12/2024	N/A		ERT / Leisure	HoS	TBC	Rich Lehman
A934	Financial Credit Checks	Company credit check	Contract		3	23/01/2025	TBC		Finance	HoS	TBC	Tim Gibson
A943	Minor Bodywork Repairs for Vehicles	Contract for minor bodywork repairs to company vehicles as and when required.	contract		2(+2)	31/01/2025	TBC		Environmental Services	HoS	TBC	Rich Lehman
A867	Street Markets (Faversham Market Cooperation)	To provide a weekly street market in Faversham on a Tuesday, Friday and Saturday and other specialist and themed markets by agreement	Contract		3	31/01/2025	TBC		Economy and Community Services	HoS	TBC	Richard Palmer
A866	Street Markets (Sheerness Market Cooperation) Sittingbourne and Sheerness	To provide a weekly street market in Sittingbourne on a Friday in the upper part of the High Street and other specialist themed markets by agreement. To provide weekly street markets in Sheerness on a Tuesday and Saturday in Rose Street car park	Contract		3	31/01/2025	TBC		Economy and Community Services	HoS	TBC	Richard Palmer
A838	Public Health Funerals	Joint contract with Maidstone Borough Council. Funeral directors - public health funerals.	Contract		3(+2)	31/01/2025	TBC		Mid Kent Environment Protection	HoS	TBC	Rich Lehman
A684	Payment Service Contract	Payment Service Contract	Contract		2 (+2)	31/01/2025	TBC		Finance	HoS	TBC	Tim Gibson

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A973	Analyse LOCAL	Analyse LOCAL Software Licence and Rateable Value Finder Service	Contract		1(+1+1)	01/02/2025	TBC		Revenues and Benefits	HoS	TBC	Tim Gibson
A1040	Water Cycle Study for Swale Borough Council & Medway Council	Joint and individual Water Cycle Studies for Swale Borough Council and Medway Council Planning Policy Teams	Contract		1(+0.25)	18/02/2025	TBC		Planning Services	HoS	TBC	Tim Gibson
A972	Sittingbourne Car Club	Car Club provision of two hybrid vehicles and one electric vehicle in Sittingbourne.	Contract		1.98	28/02/2025	TBC		Environment and Leisure	HoS	TBC	Rich Lehman
A876	Provision of agency staff for Swale Borough Council	Provision of agency staff for Swale Borough Council	Contract		3(+2)	28/02/2025	TBC		Human Resources	HoS	TBC	Tim Gibson
A712	Faversham Car Club	Faversham Car Club Scheme. Provision of environmentally friendly fleet - low emissions, to improve air quality and reduce Co2 emissions.	Contract		3	28/02/2025	TBC		Climate and Ecological	HoS	TBC	Rich Lehman
A518	Multi-storey car park card payments	Card payment services	Contract		3 (+3)	28/02/2025	TBC		Finance	HoS	TBC	Tim Gibson
A1092	Licenses for Evolutive Client Relationship Management System and Property Register	Provision of licenses for use of the Evolutive CRM and associated support	Contract	Feb-24	1	16/03/2025	TBC		Regeneration and Economic Development / Housing & Communities	HoS	TBC	Richard Palmer
A990	Pentana License (previously known as Covalent)	Pentana License (previously known as Covalent)			1(+1)	17/03/2025	TBC		Policy	HoS	TBC	Richard Palmer
A658	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 (+1+1)	31/03/2025	TBC		Mid-Kent Environmental Health	HoS	30/09/2022	Tim Gibson
A1133	DCP Online, COMPASS Online and Planning Resource	Annual subscription to online service for law and technical data	Contract		1	31/03/2025	TBC		Planning Services	HoS	TBC	Monique Bonney

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A1132	S.106 / CIL monitoring database and supporting IT system	S.106 / CIL monitoring database and supporting IT system	Contract		1	31/03/2025	TBC		Planning Services	HoS	TBC	Tim Gibson
A879	Fire Fighting Equipment and Fire Risk Assessments	Testing of fire fighting equipment and producing risk assessments.	Contract		3	31/03/2025	TBC		Property Services	HoS	TBC	Monique Bonney
A675	Supplementary Environmental Enforcement	To provide a supplementary enforcement service to the council to tackle environmental issues such as littering and dog fouling but with a scope to potentially increase this to other offences in the future.	Contract		3(1+1)	31/03/2025	TBC		Environmental Enforcement	Committee	TBC	Rich Lehman
A42	Swale Community Leisure Limited	Leisure Trust Management	Contract		15(+5.5)	31/03/2025	TBC		Leisure and Technical	Committee	TBC	Richard Palmer
A40	Maintenance of Swallows & Sheppey Leisure Centre	Leisure Centre Operation	Contract		15(+5.5)	31/03/2025	TBC		Leisure and Technical	HoS	TBC	Richard Palmer
A975	My Council Services	Support and maintenance of the My Council Services (MCS) integrated platform which has been developed for the use of frontline contact through CSC and online forms.	Contract		2	31/03/2025	TBC		Customer Services	HoS	TBC	Tim Gibson
A1135	IT Equipment Maintenance Agreement	IT Equipment Maintenance Agreement	Contract		1	31/03/2025	TBC		Mid Kent IT	HoS	TBC	Tim Gibson
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)	31/03/2025	60/40		Environmental Services	Committee	23/02/2024	Rich Lehman
A788	Water Hygiene Services	Cleaning, disinfecting & temperature monitoring of water tanks, water testing for legionella, updating risk assessments and schematic drawings.	Contract		3(+2)	16/04/2025	TBC		Property Services	HoS	TBC	Monique Bonney

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A874	Town Centre Radio System	Replacement of existing radio equipment with brand new equipment so the Community Safety Control Centre can maintain radio communication with business holders and other approved users. This scheme covers Sittingbourne, Sheerness, Faversham and Leysdown.	Contract		3(+2)	30/04/2025	TBC		Economy and Community Services	HoS	TBC	Monique Bonney
A825	Occupational Health	Occupational Health shared service for Maidstone and Swale Borough Council	Contract		3(+2)	31/05/2025	TBC	TBC	Mid Kent Human Resources	HoS	TBC	Tim Gibson
A430	Provision of Civil Parking Enforcement Services	Provision of Civil Parking Enforcement Services	Contract		7(+3)	31/05/2025	TBC	TBC	Parking Services	Committee	TBC	Rich Lehman
A650	Confidential Waste	Confidential Waste	Contract		5	30/06/2025	TBC		Property Services	HoS	TBC	Monique Bonney
A939	BCRP Crime Website	Website for new Swale link service	Contract		3	01/07/2025	TBC		Community Safety	HoS	TBC	Richard Palmer
A914	Seafront Vehicle Lease	Sea Front Vehicle Lease, White Toyota Hilux Diesel Active Pick Up 2.4 D-4D (GF23 OLM)	Contract		2	30/07/2025	TBC		Seafront and engineering	HoS	TBC	Rich Lehman
A625	Postal Services	Postal Services	Contract		5	31/07/2025	TBC		Property Services	Committee	TBC	Monique Bonney
A1030	Lone Working	Lone working system - 65 ID Badges with tracking	Contract		2	04/09/2025	TBC		Property Services	HoS	TBC	Tim Gibson
A531	MKS ICT planning Software	MKS ICT planning Software	Contract		5(+2)	13/09/2025	TBC		IT Services	Committee	TBC	Tim Gibson
A776	Supply of Electric	Supply of Electric	Contract		4	30/09/2025	TBC		Property Services	Committee	TBC	Monique Bonney
A670	Portable Appliance Testing	Portable Appliance Testing	Contract		5	30/09/2025	TBC		Property Services	HoS	TBC	Monique Bonney
A599	Commercial Waste of Swale Borough Council Buildings	Commercial Waste of Swale Borough Council Buildings	Contract		5	12/10/2025	TBC		Property Services	HoS	TBC	Monique Bonney
A789	Clear Review Performance Management	Implementation and provision of Clear Review performance management software	Contract		2(+2)	19/10/2025	TBC		Mid Kent HR	HoS	TBC	Tim Gibson
A259	Maintenance of Itrent HR / Payroll system	Maintenance of Itrent HR / Payroll system	Contract		5(+5+5)	29/10/2025	TBC		Human Resources	Committee	TBC	Tim Gibson
A937	Public Health Funerals - Genealogy Service	Public Health Funerals - Genealogy Service	Contract		3(+1)	31/10/2025	TBC		Mid Kent Environmental Health	HoS	TBC	Rich Lehman
A821	Lynsted Church Wall	Repair collapsed wall.	No Contract	Nov-21	2 months (+6 months)	N/A	60/40		Leisure and Technical	HoS	TBC	Monique Bonney
	Maintenance of SBC Lights	Maintenance of lights in open spaces / on SBC land	No contract	Already underway	TBC	N/A	N/A		Leisure & Technical Services	HoS	TBC	Rich Lehman
	Line marking		No contract	TBC	TBC	N/A	TBC		Parking Services	HoS	TBC	Rich Lehman
	Education service at Oare Country Park	Oare Gunpowder Works - Facilitation	No contract		TBC	N/A	TBC		Leisure & Technical Services	HoS	TBC	Rich Lehman
	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	Rich Lehman

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	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	Rich Lehman
	Replace hardware for SANS and Hosts	Replace hardware for SANS and Hosts in April 2021.	No Contract	TBC	TBC	N/A		The product itself maintains relatively consistent pricing across suppliers with low-level variation. However, OpEx costs can be potentially crippling with low-performing units, costing up to six-figures a year at worst case.	IT Services	Committee	TBC	Tim Gibson
A895	Consultancy for Faversham Rec project		No contract		TBC	N/A	TBC		Leisure & Technical Services	HoS	TBC	Rich Lehman
	Burial Software		No contract	Already underway	TBC	N/A	TBC		Environment & Leisure	TBC	TBC	Rich Lehman
	Barton's Point Drainage		No Contract			N/A	TBC		Leisure and Technical	HoS	TBC	Rich Lehman
	Syrian Landlord Scheme	Syrian Landlord Scheme	No Contract	Aug-21		N/A	TBC		Revenues and Benefits	TBC	TBC	Tim Gibson
	Energy Efficiency Works	Delivery of home energy efficiency measures which are funded by ECO (Energy Company Obligation), to eligible local households.	No Contract	Aug-21		N/A	TBC		Housing Services	TBC	TBC	Angela Harrison
	Highway changes/additional assets to support the permanent town centre road closures in Faversham	Signage and ANPR cameras to the value of c. £70k to be required subject to formal approval to proceed.	No Contract	Mar-23	0.25	N/A	TBC		Regeneration, Economic Development and Property	HoS	TBC	Monique Bonney
A954	Beach Huts 2023	Construction of Beach Huts at Leysdown and Minster-on-Sea; Phase 1 proposal is to install 12 huts at Minster and 20 huts at Leysdown. Phases 2 is potentially 46 huts at Minster (second layer) including some minor landscaping works .	No Contract	Nov-22	0.16(+0.08)	N/A			Leisure and Technical	Committee	28/11/2023	Monique Bonney
A91	Document Image Processing	Document Image Processing	Contract	TBC	Rolling contract	TBC	TBC		Revenues and Benefits	HoS	TBC	Tim Gibson
	UK Shared Prosperity Fund (UKSPF)	UK Shared Prosperity Funds - investment for various commissions and grants.	No Contract	Nov-22	3		TBC		Economic Development	Committee	TBC	Monique Bonney
	Property Services Estates Management Software	Database software system to manage the Estates portfolio	No Contract						Property Services	HoS	TBC	Monique Bonney
	Levelling up Fund - Mechanical and Electrical Design Masters House	Levelling up Fund - Mechanical and Electrical Design Masters House	No Contract	Aug-23			TBC		Regeneration, Economic Development and Property	Committee	TBC	Monique Bonney
	Levelling up Fund - Principal Design Masters House	Levelling up Fund - Principal Design Masters House	No Contract	Aug-23			TBC		Regeneration, Economic Development and Property	Committee	TBC	Monique Bonney
	Levelling Up Fund - JCT Design and Build main construction contract	Levelling Up Fund - JCT Design and Build main construction contract	No Contract	Aug-23			TBC		Regeneration, Economic Development and Property	Committee	TBC	Monique Bonney

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	Levelling Up Fund - Beachfields - Access Agreement for UK Leisure Framework for design to RIBA1-4	A suite of contracts related to the delivery of refurbishment and extension works to the Healthy Living Centre, external leisure facilities and wider public realm works.	No Contract	Apr-23	1.5		TBC		Regeneration, Economic Development and Property	Committee	TBC	Monique Bonney
	Levelling Up Fund - Beachfields - Principal Contractor for construction contract	Levelling Up Fund - Beachfields - Principal Contractor for construction contract	No Contract	Aug-23			TBC		Regeneration, Economic Development and Property	Committee	TBC	Monique Bonney
A1099	Project Manager Procurement for GP element of Beachfields LUF project	Project Manager Procurement for GP element of Beachfields LUF project	no contract	Mar-24			40/60	Consultancy	Property and regeneration	HoS	TBC	Monique Bonney
A1069	Oare Gunpowder Works Country Park Visitor Centre Management	Oare Gunpowder Works Country Park Visitor Centre Management	No contract	Nov-23			TBC	TBC	Leisure and Technical	HoS	TBC	Rich Lehman
A1096	West Minster Footbridge Off Cromwell Road, Sheerness, Kent	West Minster Footbridge Off Cromwell Road, Sheerness, Kent	No Contract	Mar-24	0.08		TBC		Leisure and Technical	HoS	TBC	Monique Bonney