

Procurement over the value of £5,000 for the 2024-25 Financial Year

Local Government Transparency Code 2015

Details of invitation to tender for contracts to provide goods and/or services with a value that exceeds £5,000 and details of any contract, commissioned activity, purchase order, framework agreement and any legal enforceable agreement with a value that exceeds £5,000

REVENUE EXPENDITURE

SERVICE AREAS	Description of Works, Goods or Services	Actual Spend	Current Supplier(s)	Procurement Process Followed	Start Date	End Date	Review Date
001 Parks and footpaths	Grounds Maintenance works	£159,984	Lichfield District Council's Operational Services (LDCOS)	The Council has a long term Service agreement with Lichfield District Council to Supply grounds maintenance works, which provides a means of securing a reliable, high-quality and flexible method of meeting the Council's grounds maintenance requirements.	Apr-17	Ongoing	N/A
001 Parks and footpaths	Street Lighting and Energy Maintenance	£11,458	E-On	In 2003 Staffordshire County Council entered into a 25 year PFI agreement for the renewal and maintenance of road lighting and traffic sign equipment including Street lighting -Lichfield City Council Street Lighting requirements are part of this agreement.	May-03	Ongoing	N/A
001 Parks and footpaths	The provision of tree works including inspections pruning and felling of trees on Council owed land	£32,512	Various Suppliers: Tonks Brothers RDF Tree Services Ltd Lichfield Tree Works Ltd ACW arb Woodland Solutions	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
013 Arts/Tourism	Erection of Christmas Lights.	£16,502	Darwin Electrical	The Contract was subject to a formal tendering process in 2019, with the contract being awarded to Darwin Electrical services.	Dec-19	Dec-27	Dec-27
020 Administration	The Council's main insurance policy including public liability and building and contents cover	£28,739	Zurich Municipal	The Council has a long term agreement which has been extended to May 2026, as other insurance providers failed to provide competitive quotations.	May-15	May-26	May-26
006 Guildhall 019 Democratic Services 020 Administration 077 Samuel Johnson Museum	Computer Services	£22,342	M T Services	In accordance with Financial Regulations,the Council has engaged MT Services to provide Computer Services	2004	Ongoing	N/A
020 Administration	Heritage insurance cover, building and contents-Samual Johnson Museum	£8,533	Ecclesiastical Insurance Plc	The Council uses Alan Thomas Insurance Brokers Ltd to arrange Heritage Insurance cover for Samuel Johnson Birthplace Museum. A current long term agreement for Insurance Cover is with Ecclesiastical Insurance PLC.	May-22	Apr-26	Apr-26
020 Administration	Gas Supply	£13,293	Corona Gas	The Council uses Staffordshire County Council Procurement Contract	1980	Ongoing	N/A
All Premises	Electricity Supply	£21,717	N-Power	The Council uses Staffordshire County Council Procurement Contract	1980	Ongoing	N/A
006 Guildhall 007 Boley Park 020 Administration 077 Samuel Johnson Museum	Telephone Services- Broad Band/Alarm Systems Emergency Phones -Guildhall Telephone Services- Birthplace	£5,789	British Telecom	In accordance with Financial Regulations,the Council has engaged British Telecom to provide Telephone Services	1980	Ongoing	N/A
006 Guildhall 077 Samuel Johnson Museum	Cleaning srvcies	£20,978	Sparkle 18	In accordance with Financial Regulations,the Council engaged Sparkle 18 to provide Cleaning Services for Guildhal/Samuel Johnson Birthplace.	Mar-23	ongoing	N/A

REPAIRS AND RENEWALS PROGRAMME

SERVICE HEADS	Description of Works, Goods or Services	Actual Spend	Current Supplier(s)	Procurement Process Followed	Start Date	End Date	Review Date
Repairs and Renewals Programme	Architects Fees	£6,279	Brownhill Hayward Brown	Brownhill Hayward Brown Architectural Services are used to prepare tenders, contract management, oversee works, and provide Quinquennial Inspection reports associated with the Council's portfolio of historic buildings, community centres etc.	N/A	N/A	N/A
Samuel Johnson Mueum	Remedial works	£9,038	Messenger Construction Ltd	In accordance with Financial Regulations, the Council has engaged Messenger Construction Ltd	Apr-24	Nov-24	N/A
Darwin Hall Community Centre	Roof/drainage and associated remedial work	£17,445	Messenger Construction Ltd	In accordance with Financial Regulations, the Council on 12 December 2022 apponted Messenger Construction Ltd as lead contractor.	Jul-23	Jan-25	N/A
Remembrance Gardens	renew gravel path surface	£5,000	EHM Exterior Hone Maintenance	In accordance with Financial Regulations, the Council engaged EHM Exterior Hone Maintenance	Nov-24	Nov-24	N/A
Guildhall	Install lightning strike protection	£7,750	HMM Mechanical Services	In accordance with Financial Regulations, the Council engaged HMM Mechanical Services	Feb-25	Feb-25	N/A

COMMUNITY INFRASTRUCTURE LEVY (CIL)

SERVICE HEADS	Description of Works, Goods or Services	Actual Spend	Current Supplier(s)	Procurement Process Followed	Start Date	End Date	Review Date
Darwin Hall Community Centre	Replacement rear doors	£6,633	Contemporary Glass Structure	In accordance with Financial Regulations, the Council engaged Contemporary Glass Structure	Feb-25	Feb-25	N/A
Allotments	Installation of troughs and pipework at Moggs Allotments	£5,600	D McCarthy Brothers(Lichfield) Ltd	In accordance with Financial Regulations, individual quotes were obtained by the Allotment Society and the contract was awarded to DMcCarthy Brothers(Lichfield) Ltd	Nov-24	Nov-24	N/A
Guildhall	Upgrade to Guildhall CCTV cameras & recorder	£5,586	Justice Fire and Security Ltd	In accordance with Financial Regulations, the Council has engaged justice Fire and Security to provide maintenace and support for CCTV and Intruder/Fire Alarm maintenance	Dec-24	Dec-24	N/A