

DEVELOPMENT PORTFOLIO: CONTRACTS REGISTER

Contract Reference Number	Personal information transfer (YES/NO) and risk requiring action(red=high; amber=medium; green=low;white=none)	Contract Title	Description	Supplier	Contact	Start date	End date	Review Dates	Annual budget £	Contract value £	2017-18 Spend against contract £	Extension Option	Comments - including price change provisions and review dates.	Signed Contract Agreement is with CST (Deed Store) YES / NO. The Deed Store reference number is also required! If the answer is NO please give reasons why . If only electronic version held, put N/A and enter link for electronic contract in next column	Electronic copy of Contract Agreement? - if YES - please supply file location path. All electronic copies should be stored centrally on the L drive: L:\Works Contracts for Procurement\Electronic contracts
CS11NK0109	No	Ecological Advice: Provision of Ecological Advice	Advice & professional services on ecological issues predominantly in relation to planning applications	Warwickshire County Council	Gary Fisher	01/04/2018	31/03/2019	01/01/19	16,162	16,162	17,262.00	Y	This advice is delivered through a a service level agreement which is reviewed annually. For this service, it is important to continue with the SLA arrangements as WCC hold the relevant records and have bespoke local expertise	NO. But there is an SLA which provides the basis for this services. This service is not delivered through a contract, but is retained on the contract register to provide a tool for monitoring the SLA	
DS16DA0109	No	Provision of Archeology advice	Advice & professional services on archaeological issues predominantly in relation to planning applications	Warwickshire County Council	Gary Fisher	01/04/2018	31/03/2019	01/01/19	14,587	14,587	14,488.00	Y	This advice is delivered through a a service level agreement which is reviewed annually. For this service, it is important to continue with the SLA arrangements as WCC hold the relevant records and have bespoke local expertise	NO. But there is an SLA which provides the basis for this services.This service is not delivered through a contract, but is retained on the contract register to provide a tool for monitoring	
DS46DA0516	No	Provision of Landscape advice	Advice & professional services on landscape issues predominantly in relation to planning applications	Warwickshire County Council	Gary Fisher	01/04/2018	31/03/2019	01/01/19	8,770	8,770	8,770.40	Y	This advice is delivered through a a service level agreement which is reviewed annually. For this service, it is important to continue with the SLA arrangements as WCC hold the relevant records and have bespoke local expertise	NO. But there is an SLA which provides the basis for this services.This service is not delivered through a contract, but is retained on the contract register to provide a tool for monitoring	
HC28DA0417	Yes. Potential GDPR implications. Legal advice being sought to include GDPR variation to contract	Flood risk advice	Advice and professional services relating to the flood risk within the District.	Warwickshire County Council	Gary Fisher	01/07/2017	31/03/2019	01/01/19	10,500	10,500	10,660.00	Year to year until terminated by notice	New arrangement. This advice is delivered through a a service level agreement which is reviewed annually. From 01/04/18 responsibility to transfer to Development Services.	N/A	YES - L:\Works Contracts for Procurement\Electronic contracts\Health and Community\2017_18\HC28DA0417_INFORMATION AND SERVICE FOR PLANNING AND FLOOD MANAGEMENT FUNCTIONS
DS21DS0414	No	Professional advice in relation to agricultural aspects of planning applications	Advice and professional services to assist in the consideration of planning applications and appeals where there is an agricultural or similar element in accordance with planning legislation.	Rhodes Rural Planning and Land Management	Gary Fisher	01/04/2014	31/01/2019	01/12/2018	N/A	N/A	420.00		This relates to the provision of specialist advice as to agricultural aspects/considerations of development proposals. The need for such advice is limited and arises from the nature of planning applications that are received. For that reason, it is not possible to provide a total contract value and this service does not involve a contract. It is included in the contract register for monitoring and information. The range of providers of this service is limited which is currently provided by a small company with a proven track record in this field. The approach that officers take is to seek advice from the procurement team in relation to purchases over £500. Avg annual spend is between £0 and £5k. The arrangement has been discussed and agreed with WDC Procurement Team. Currently being reprocured ahead	NO contract in place due to low value. We currently informally contract on a case by case basis	
DS20DS0413	No	Professional advice in relation to the viability of development proposals	Advice and professional services to determine the viability of development projects in accordance with planning legislation.	Jones Laing Lasalle	Gary Fisher	01/04/2013	31/01/2019	01/12/2018	N/A	65,000	9,925.30		This relates to the provision of specialist advice as to the viability of development proposals. It should be noted that in the vast majority of cases, costs associated with this work are recharged back to the developer in line with the Local Plan policy. The need for such advice varies considerably over time and arises from the nature and complexity of planning applications that are received. For that reason, this service does not involve a contract but is included in the contract register for monitoring and information. For that reason, it is not possible to provide a total contract value. The range of providers of this service is limited, particularly as many consultants provide advice directly to developers (and may therefore have a conflict of interest). The service is currently usually provided by a provider with a proven track record in this field. The approach that officers take is to seek advice from the procurement team in relation to purchases over £500. Average annual spend is between £0 and £60k. The arrangement is currently being reprocured ahead of review date	NO contract in place due to highly specialist nature of work. We currently informally contract on a case by case basis	
DS41LV0417	Yes, but low risk. GDPR arrangements have been reviewed with contractor to ensure ongoing compliance with WDC GDPR processes	Consultancy Agreement	Structural Engineer Consultant for WBC Group.	JNP Group Consulting Engineers Ltd	Philip Rook	01/04/2017	31/03/2022	01/01/2019	5,000	25,000	2,362.50	None available	5 year contract from 1st April 2017. Review every 12months, note termination notice 3 months.	Yes - C9/2017	
DS47DA0717	Yes. IDOX have introduced GDPR compliance processes nationally. WDC responsible for privacy notices and data retention in this context. Needs bespoke GDPR terms to be introduced to contract	Provision of planning and building control software and support	The provision of software and updates to manage and administer planning submissions and building control to manage BC process.	IDOX Group	Gary Fisher	01/07/2017	30/06/2022	01/07/2019	39,950	199,950	39,950		Reprocured 2017. £60k savings achieved.	N/A	YES - L:\Works Contracts for Procurement\Electronic contracts\Neighbourhood Services\2017_18\DS47DA0717_Provision of planning and building control software and support
DS44DA1207	Yes. Jdi have met privacy notice requirements. GDPR requirements included in specification for new contract.	E-consultation software	LDF online system for planning consultation services	Jdi Solutions Ltd	David Butler	17/12/2007	16/12/2018	01/10/2018	2,400	36,000	5,160	Rolling	Contract currently being reviewed the G Cloud. Three providers currently being evaluated. Aiming for new contract to go live early in 2019.	YES - A72	
DS50OJ1017	Yes but low risk. Need to follow up about GDPR as change to contract document.	Creative Quarter	Regeneration Partner for Creative Quarter, Royal Leamington Spa	Complex Development Projects	Phil Clarke	06/11/2017	05/11/2027	01/11/2019	Nil	Nil	10,000	Yes - 5 years	WDC has signed a collaboration agreement to bring forward proposals for a Creative Quarter in Leamington with CDP. Although a 10 year partnership, there is a 2 year "phase 1" and the review date has been timed to coincide with this.	YES - C27/2017	
DS52LV1117	Yes. Contractor aware of WDC GDPR requirements. Legal advice may be required for variation to contract	Retail Consultancy	THE PROVISION OF RETAIL CONSULTANCY SERVICES TO WARWICK DISTRICT COUNCIL SINGLE PIECE OF WORK AND ADHOC CONSULTANCY ADVICE	Carter Jonas LLP Consultants	David Butler	07/11/2017	06/11/2022	01/11/2019	10,000	80,000	6,000	No	The Contract Value is approximately £30,000 for the initial piece of work and £10,000 per 12 month period for adhoc consultancy advice.	YES - C30/2017	
DS55LV0418	Yes. Low risk. Contractor aware of WDC GDPR requirements	Design and Urban Design Consultancy Advice	Design and Urban Design Consultancy Advice - Kenilworth Development Brief	Land Use Consultants	David Butler	13/04/2018	13/04/2021	01/04/2019	39,840	104,680	N/A	None	Projected Annual cost £39,840. First year cost £25000	N/A	L:\Works Contracts for Procurement\Electronic contracts\Development Services\2018_19\DS55LV0418_ Kenilworth Urban Design