

AGENDA ITEM - PREFERRED SUPPLIERS

MOTION: Committee to approve the preferred suppliers list.

SUPPORTING INFO:

It is recommended and good practice for Council to have a list of Preferred Suppliers, and to review the list annually to ensure that Council continue to be transparent and receive best value. I have been informed that this has not previously happened.

A Preferred Suppliers list can:

- Help streamline procurement.
- Support consistent quality and pricing.
- Build up good relationships with contractors/suppliers.
- Provide pre-approved contractors/suppliers.
- Reduce the administration burden for lower-value purchases and supplies.

I asked the relevant Officers to draft a list of Preferred Suppliers, which they have kindly done.

Council's current preferred supplier list that I ask Committee to approve:

PREFERRED SUPPLIERS

As at June 2025

Direct Debits

SUPPLIER	DETAILS	Cost pm	CONTRACTED
BT Group	Wifi – KGV Park	£82.40	N/K
Fuel Genie	Fuel	Varies	No
Hills Waste	Waste collection – TH/AH & KGV	Varies	Possibly?
British Gas	Electricity & gas across all properties	Varies	Yes – date?
Mainstream Digital	Phones & mobiles	Varies	Possibly
Water2Business	Water across all properties	Varies	Yes – date?
Office Evolution	Photocopier/photocopying	Varies	Yes – date?
Castle Water	Water – Standpipe & Bath Rd toilets	Varies	Yes – date?
Zen	WiFi – Art House	£22.80	Out of contract?
West Mercia Energy	Electricity – Bath Rd toilets & KGV Park	Varies	Yes – date?

Rentokil	Pest control	Varies	Out of contract?
Enterprise	Vehicle leasing	£562.90	Yes – date?
Daisy Communications	WiFi - Pavilion	£53.38	Possibly

INVOICED

SUPPLIER	DETAILS	Cost pm	CONTRACTED
Air Conditioning Services	AH – air condition system	Varies	No
Best Connection	Temporary staff	Varies	No
Comax	Cleaning products	Varies	No
Houseman Environmental	Water hygiene testing	£570.00	No
Hunt Management Solutions	Stocktaking	£156.00	No
Paul Seemayer	Lighting – AH shows	Varies	No
Soundcat	Sound system – AH shows	Varies	No
Tolchards	Bar stock	Varies	No
Wired Publishing	Advertising - AH	£96.00	No
Avon IT	Computer assistance/hardware	Varies	No
Cobblers Bench	Trophies/engraving etc	Varies	No
Worknest	HR services	Varies	No
Embroidery UK	Workwear	Varies	No
ID Verde	Cleaning – toilets – Mkt Pl & Bath Rd	£1475.38	Yes – date?
Light Fantastic	Lighting	Varies	No
Melksham Tyre Supplies	Vehicle maintenance	Varies	No
Playsafety Ltd	Play equipment	Varies	Possibly
Prosec Consultancy	Security – shows/events	Varies	No
Rialtas Business Solutions	Programmes – Omega/Allotments/Bookings etc	Varies	Possibly
Trade UK (Screwfix)	Tools/equipment	Varies	No
Stannah	Lift maintenance/service	Varies	Yes – date?
TH White Ltd	Alarm maintenance/service across all properties	Varies	No
Travis Perkins	Tools/equipment	Varies	No
Wiltshire Publications	Advertising – TH & AH	Varies	No
Aquaid	Water cooler	Varies	Yes – date
Boels	Tool hire	Varies	No
Community Heartbeat Trust	Defibrillators	Varies	Yes – date
Unique Signs	Signage across town/TH/AH	Varies	No
SplashPad Enterprises	SplashPad - maintenance	Varies	Possibly?
Shiners	Window & Bus Shelter cleaners	Varies	No
Rigg Construction	Major building works KGV	Varies	No

Right Directions (Management)	Training	Varies	No
RB Poolman	Plumbing repairs across all properties	Varies	No
Golden Coast	SplashPad chemicals	Varies	No
Microsoft	Licences	Varies	No??
JH Jones	Grasscutting	Varies	Yes – date
Industrial Gate & Solutions	Gates/doors across all properties	Varies	No
James Hallam	Insurance	Varies	Yes – date?
MOT Centre	Vehicle repairs/MOTs	Varies	No
Exponential	Back up Cloud	£113.00	Possibly
EFA Training	Training	Varies	No
Your Wiltshire	Advertising – AH	£36.00	No

You will see from the list that Council has many suppliers and it will take more time to source all the contract information. We are continuing to work on this but I ask that you approve the list of suppliers as it stands as a starting point.

It appears that some contractors/suppliers have not been reviewed for several years. In order to ensure Council always receive best value we will commence an exercise to review all contractors/suppliers which will be presented to a future meeting for consideration.

One quick win I will start with is that there are companies who will look at all our utility bills and send us a report with recommendations on who to change supplier to for best value. This is all free of charge. They will also handle all the switches for us free of charge so it doesn't only save Council money, it also saves a tremendous amount of officer time.

Samantha Haywood, Locum RFO