



# Ag. 8G

<b>Report to:</b>	<b>Full Council</b>
<b>Meeting Date:</b>	<b>01 May 2024</b>
<b>Subject:</b>	<b>Arrangements &amp; Agreements</b>

## Non-Confidential

The following contracts, legal agreements and informal arrangements are in place best endeavours have been made to ensure this is a complete and comprehensive list). A key is at the end of this document.

Other Principal Party	Description	Responsible Officer/ Committee	Date Commenced	Contact Name	Renewal Date
1&1 Internet	Informal Arrangement – Multiple Domain Names	G&R/C&T/Town Clerk & Chief Executive (TC&CE)			
All star	Contract – Fuel Services	G&R/TC&CE			
Allium	Asbestos Surveys and Management/monitoring	E&F/Facilities Manager(FM)			
Arrow Lifts	Marcus Hill Lift Servicing, support and maintenance	E&F/FM	08/01/2020	Delia Sanderson	Auto renews
Avivia	Contract - Fleet Insurance	G&R / DTC			
Biffa	Contract – Litter Collection Services	E&F			
Blachere Illuminations	Christmas Lights Contract	C&T	30/06/2023	Dan	30/06/2026
Breakthrough Communications	GDPR and Data Protection Advice and Support	G&R/IT Manager (IT)			
British Gas	Contract – Utility provider	E&F/G&R/TC&CE			
British Telecommunications	Contract – Broadband providers	G&R / IT			
CCLA	Investment Management	G&R/Finance and Procurement Manager (F&PM)			
Churchill Environmental Services	Contract – Legionella Testing	E&F	01/01/2022		
Coalition Risk Solutions Limited	Cyber Insurance	G&R/TC&CE	01/11/2023		01/11/2024
Complete Weed Control	Contract – Weed Control Services	E&F	01/04/2022		
CORMAC	Informal agreement for the use of Trenance Toilets	E&F/FM	17/02/2022		
Cornwall Council	LMP – Footpaths	E&F	04/02/2022		
Cornwall Council	SLA – Library & IS Service	C&T/TC&CE			
Cornwall Council	Lease – CC Occupation of Offices	G&R/TC&CE			
Cornwall Council	SLA – Harbour Cleaning Services	E&F	29/03/2016		
Cornwall Council	Town Vitality Fund - Funding Agreement	C&T/F&PM			
Datasharp UK Ltd	Hire Contract – Provider of Photocopier	G&R/TC&CE			
Dean Hancock	Informal Arrangement – Plumbing	E&F			
Direct 365	Contract – Clinical Waste Collection Services	E&F	20/09/2018		
Duchy Alarms Ltd	Provider of alarm systems	E&F/G&R/TC&CE			
Duchy Eco Heating	Provider of Air Conditioning System	E&F			
EDF Energy	Contract – Utility provider	E&F			
Ellis Whittam	Contract – Provider of Health & Safety advice and Town Council's 'competent person'	G&R/HR			
ERS Insurance	Fleet/Motor Insurance Providers	G&R	31/03/2023		01/11/2023
Flowbird	Parking Meter and Ticket Machine (South Fistral Car Park)	E&F/EM			
Fusion Kitchens	Warranty and servicing of Kitchen Units within Killacourt Café Kitchen	E&F/FM			
G4S	Coin Collection Service (South Fistral Car Park & Toilets via Visit Newquay)	E&F/F&PM	20/05/2022		
Gallagher Insurance	Contract – Main and Fleet Insurance Broker	G&R/TC&CE	08/09/2022		07/09/2023
Gleeds	Startegic Property Review	G&R/TC&CE			
Healthmatic	Toilets Charging and Audit system	E&F			
Hiscox	Contract - Main Insurance	G&R			
Hudson Accounting	Contract – Internal Auditor	G&R			
Initial	Hygiene Bin servicing at Offices	E&F/FM			
Kashing	Card services and payments system	G&R			
Kennal Consulting	Procurement Advice and Support	G&R/TC&CE			
Kinto	Hire Contract - Vehicles	G&R/TC&CE			
Kovic	Design of Visit Newquay Guide and Council Marketing retainer	G&R			
Lombard Direct	Hire Contract - Vehicles	G&R			
Maverick Industries	Contract – Maintenance of skatepark	E&F			
Mount Wise Allotments Association	Lease – Arrangement to manage Allotments on behalf of NTC	E&F	10/01/2022		30/09/2027
Mr B White	Informal Arrangement – Accounting Support	G&R/TC&CE			
New Mind	Contract – Provider of Visit Newquay website	C&T			

Newquay BID	Lease - Office in Library	G&R/ DTC	27/01/2023		
Nissan	Hire Contract - Vehicles	G&R/TC&CE	10/03/2020		
N-Power	Contract – Utility provider	E&F			
Pear Technology	Provider of mapping software	G&R/TC&CE			
Percomm	Barrier Maintenance		01/04/2023	Keith	31/03/2024
Pitney Bowes	Contract – Franking Machine	G&R			
PKF Littlejohn	Sector Appointed Contract - External Auditors	Full Council			
Prior and Partners	Town Team Framework	C&T/F&PM			
Rialtas Business	Contract – Provider of RBS software	G&R			
Ricoh UK	Hire Contract - Photocopier	C&T			
Royal Mail Group Ltd	Post Collection Services	G&R/TC&CE			
Sea Spray Cafe	Informal Arrangement – Repair and Maintenance of Bin Store	E&F			
Security Industry	Provider of SIA licences	C&T/G&R/TC&CE			
Siemens Financial	Hire Contract – Franking Machine	G&R/TC&CE	16/02/2023		
Site Ground	Provider of NTC website	G&R			
Skyguard	Hire Contract – Lone working systems	G&R/HR/TC&CE			
South West Water	Contract – Utility provider	E&F/G&R/TC&CE			
Square	Card services and payments system	G&R			
Enervo	Contract – Repair and Maintenance of CCTV	C&T	10/01/2022	Mike Oliver/Jon B	10/01/2025
Stannah Lifts	Mount Wise Centre Lift Servicing, support and maintenance	E&F/FM	24/09/2021		
Style	Mount Wise Centre Partition Wall Servicing, support and maintenance	E&F/FM	07/04/2022		
The Mailing Room	Hire Contract – Franking Machine	G&R /IT	07/02/2023		
Thirsty Work	Contract – Provider of water for water cooler	G&R/HR	24/01/2019		
Tom Tom	Contract – Provider of vehicle trackers	G&R			
Tozers	Contract - Solicitors	G&R/TC&CE			
TP Tree Services	Contract – Footpath Maintenance provider	E&F			
Various	Individual Leases – Killacourt Units and Café	E&F/TC&CE	Various		
Various	Individual Leases – Mount Wise Centre Offices	E&F/TC&CE	Various		
Various	Individual Leases – Marcus Hill Offices	E&F/TC&CE	Various		

Given the number of agreements and the fact individual committees manage them, if members would like to review a specific agreement, they are kindly asked to submit a request to the requisite committee or Town Clerk as appropriate.

Please note: some agreements contain confidential information that may not be available unless a valid reason to see that information exists. Also the TIC membership have been excluded from this list.

**Key:**

C&T = Community and Tourism Committee E&F = Environment and Facilities Committee G&R = Governance and Resources Committee P&L = Planning and Licensing Committee  
HR = Human Resources Sub-Committee L&R = Legal and Regulatory Sub-Committee SLA = Service Level Agreement  
LMP = Local Maintenance Partnership