

Reference: IR826

Date issued: 09 June 2022

## Contracts Register

I am writing in response to your request for information dated 10 May 2022 in which you requested information regarding our Contracts Register.

For ease of reference, I have reproduced your question below in bold and set out our corresponding response.

The FULL contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

- 1. Contract Reference -Unique reference number associated with the contract.
- 2. Contract Title
- 3. Procurement Category –Please state the category name of the contract, I wish to know the category the contract is under.
- 4. Supplier Name
- 5. Spend (Total, Annual or contract value)
- 6. Contract's Duration
- 7. Contract's Extensions
- 8. Contract's Start Date
- 9. Contract's Expiry Date
- 10. Contract Description [Please provide me with as much detail as possible.]
- 11. Contact Owner (Person that manages the contract register)
- 12. CPV codes/Pro-Class

## **Contract Data/API Contact Details**

1. Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title.

(Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")



## **IMPORTANT**

1. If the organisation has a CRM system or a similar system, there should be a facility to download and extract contract data.

2. You may forward me a Weblink to a portal to download the contract register, please make sure all the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all their contracts.

3. For those organisations planning to make an exemption around spend, the spend information I have requested is an overall figure and I am not requesting a complete breakdown of services relating to the spend.

Please provide me with the contract's register file in an excel format.

We hold some information matching the description of the information requested above and a spreadsheet is attached which incorporates the information held. Please note that we do not record a CPV code.

All contracts are managed by our Business Services Department at Audit Wales, 24 Cathedral Road, Cardiff, CF11 9LJ, Business.Services@audit.wales, 02920 320500.

If you have any queries, or questions about my handling of your request, please do not hesitate to contact me.

Yours sincerely, Information Officer

Contract Information						Enter D	Dates - format dd/mm/yyyy	calculated			Enter Contract Review Period Required	Calculated	Calculated	Termination Notice (Days)				
Contract Ref.	Procurement Category	Contract Name		Client number	Client Name	Start	Initial / Extension Expiration Filter by colour: White = expired Red=0-3 months to expiry Silong(vellow)=4-6 months to expiry Green = 7-9 months to expiry Blue=>9 months to expiry	months to expiry	Initial Contrac Term	t Extension Options Available	Extension Options Taken and Expiry Date Changed?	Days Month	Contract Review Date	Days To Expiration	Filter on font colour - red termination notice due	Annual Contract Value inc. Extensions (ex VAT)	Total Contract Value inc. Extensions (ex VAT)	
	Audit Services Audit Services Audit Services Audit Services	Quality Monitoring for audit work Internal Audit Services to WAO External Audit Services - NAWC CIPFA Subscription	C01409 C00146 C01446 C00469		ICAEW Pricewaterhouse Coopers RSM CIPFA	01/10/2020 09/01/2017 01/11/2018 01/04/2022	30/10/2023 30/06/2022 31/10/2022 31/03/2023	4 -1 -1	3 years 4 years, 4 years 1 year	contract aligned to n/a n/a	5	9 6 12 3	30/01/2023 30/12/2021 31/10/2021 31/12/2022	127	90 90 90 90	30,000 64,000 £38,500 47,000	120,000 215,000 154,000 47,000	
	Insurance Services	WAO insurance broker Personal Accident & Travel	C01584 C01460		Aon Risk Solutions (Insurance) Aon Risk Solutions (Insurance)	20/09/2018	20/09/2022 31/03/2023	-1	2 years 2 years	2 year (1+1 extension) renewal annually through broker CCS	Both	9	20/12/2021 01/10/2022		90	3,500	14,000	
	Insurance Services	Paid via Broker (AON) Computer (via broker)	C01584		Aon Risk Solutions (Insurance)	01/04/2019	31/03/2023	-1	2 years	contract renewal annually through broker CCS		6	01/10/2022		90	3,000	12,000	
	Insurance Services	Crime	C01584		Aon Risk Solutions (Insurance)	01/04/2019	31/03/2023	-1	2 years	contract renewal annually through broker CCS		6	01/10/2022		90	14,000	56,000	
	Insurance Services	Combined Liability Insurance	C01584		Aon Risk Solutions (Insurance)	01/04/2019	31/03/2023	-1	2 years	contract renewal annually through broker CCS		6	01/10/2022		90	3,000	12,000	
						21/03/2022	31/03/2023	20		contract		0	.,.,.	627			88.000	
	Legal Services Legal Services	Legal Advice - Employment Law Legal Database	C01657 C01579		Blake Morgan LLP Thomson Reuters (Westlaw)	01/04/2022	20/03/2025 31/03/2025	20 21	3 years 3 years	12-month extension n/a	n	6	20/09/2024 01/10/2024	627 638	90 30	12,000 6,400	18,100	
	Legal Services Legal Services	Legal Advice and Related Services Legal Advice and Related Services	C01639	#N/A	Bates Wells Braithwaite Acuity Law Ltd	26/06/2019 26/06/2019	30/06/2022 30/06/2022	-1	3 years 3 years	2 years extension (1+1) 2 years extension (1+1)		6	30/12/2021 30/12/2021		90 90	40,000	102,000	
	HR. Health & Wellbeing Benefits	Legal Advice and Related Services Employee Benefit - Childcare	C02072	#N/A	CCV Edenred (UK Group) Ltd	19/04/2021	18/04/2022	-1	3 years 3 years	2 years extension (1+1) n/a		6	18/10/2023	295	30	14,000	42,000	
	HR, Health & Wellbeing Benefits HR, Health & Wellbeing Benefits	Health Screening Employee Assistance	C01683 C01644		Wellness International Ltd Care First	01/01/2022 01/10/2019	31/08/2022 30/09/2022	-1	8 months 1 year	n/a 3 years (1+1+1)	24 months	3	31/05/2022 30/06/2022		90 90	4,000	4,000	
н	HR. Health & Wellbeing Benefits	Occupational Health Services	C01929		Insight Workplace Health	01/09/2019	31/08/2022	-1	2 year		24 months and 12 months and		03/03/2022		90	1,260	6,500	
	HR, Health & Wellbeing Benefits HR, Health & Wellbeing Benefits	Cycle to Work Scheme Charity Donations	C02079	#N/A	C2W Edenred (UK Group) LTD Charities Trust (via Edenred)	19/04/2021 19/04/2021	18/04/2024	9	3 vears	n/a		6	18/10/2023 18/10/2023	295 295	90 90	0	0	
	HR, Health & Wellbeing Benefits	WAO Pensions	C01554	#N/A	MyCSP Limited	01/04/2010	31/12/2022	-1	See notes	See notes	See notes	3	01/10/2022	295	30	7,000	7,000	
	HR, Health & Wellbeing Benefits Learning, Development & Training	Security Clearances Core Skills Training	C01736 C01805		Ministry of Defence	01/04/2014	31/12/2022 31/10/2022	-1	18 months	up to 2 years (+1+1)		3	01/10/2022 01/05/2022		30 90	5,400 13,500	5,400	
	Learning, Development & Training	Core Services Training for Trainees	C01485		Worth Consulting Ltd	13/06/2017	12/06/2023	-1	4 years	2 years	24 month	9	12/09/2022		90	22,000	135,000	
	Learning, Development & Training Learning, Development & Training	ACA professional study for trainees Tier 1 - facilitation, coaching and	C01522 C01914		Kaplan Financial Elevate BC Ltd	05/07/2017	04/07/2022	-1	4 years 2 years	Option to extend 2 years (+1+1)	One 12 month	6	04/01/2022 31/07/2023	218	30 90	162,000 8 300	510,000	
	Learning, Development & Training	Health, Safety, and HR training courses	C02041		Ideagen Gael Limited	01/09/2021	31/08/2023	2	2 years	n/a		6	03/03/2023	68		18,600	40,000	
	Travel, Accommodation & Venues Travel, Accommodation & Venues	Travel Management Services Lone worker GPS fobs rental	C01480 C01909		Capita Travel and Events Lone Worker solutions	15/12/2020 03/06/2019	26/02/2023 02/06/2022	-1	2 years 3 years	Final extension	RM6106	0 6	26/08/2022 02/12/2021		90 90	15,500 1,200	92,000	
	Communication Services	Design & delivery of WAO people	C01922		BMG Research Ltd	19/07/2019	31/07/2022	-1	1 year	2 year (1+1)	2nd year taken	6	31/01/2022		90	27,000	58,000	
	Communication Services	WAO External Printing requirements Speech and Reading Support to Online		#N/A	Various Newport City Council DPS	06/04/2021	05/04/2025	21	4 years	TBC		6	05/10/2024	642	90	0	0	
	Communication Services	Content	C01843		ReadSpeaker Ltd	31/07/2021	30/07/2022	-1	1 year	n/a		3	30/04/2022		60	945	£788.00	
	Communication Services Communication Services	Media Access Social Media Management Tool	C01505 C01858		Newspaper Licensing Agency Ltd Hootsuite Inc	24/10/2021 28/09/2018	23/10/2022 27/09/2022	-1	1 year 1 year	n/a 2 vear (1+1	Both	3	23/07/2022 27/03/2022		30 90	2,400 6,700	£2,400.00 20,000	
	Communication Services Communication Services	Translation Software	C02075	#N/A	Memsource	30/03/2021 01/02/2021	29/03/2023 31/01/2023	-1	2 years 2 years	n/a		2	29/01/2023 31/07/2022		90	4,700	9,400 40.000	
	Communication Services	Media Monitoring Translation Services (NPS	C02075	#N/A	Press Data Ltd Various	01/02/2021 01/11/2018	31/01/2023 31/10/2022	-1	2 years 4 years	2 year (1+1 n/a		6	01/05/2022		90	60,000	360,000	
	Core IT Systems	Hosted HR Software System with Support	C01479		MHR International UK Limited	28/09/2018	30/09/2022	-1	2 years	2 year (1+1 extension)	Both extensions	9	30/12/2021		90	39,000	125,000	
	Core IT Systems	Fully Managed Payroll Solution	C01589		CGI IT UK Limited	01/11/2020	31/10/2022	-1	2 years	2 year (1+1 extension)	extensions	9	31/01/2022		90	20,000	34,000	
	Core IT Systems Core IT Systems	Expenses System Finance System	C01597		Allocate Software Ltd Kick ICT Group	22/05/2018	21/05/2023	-1	3 years 4 years	2 year (1+1 extension) 12 month extension	2 years	9	21/08/2022		90 90	9,800 12,800	40,000	
	Operational & Corporate	Resoource Met System			Hub Planner	20/12/2021	19/12/2026	41	5 years	5 x 12 month		9	19/03/2026	1256	30	25.000	125.000	
	Operational & Corporate Operational & Corporate Software/	Audit Management Software -	C01613 C01719		Ideagen Kai Limited Cognitive -Edge Itd	01/02/2021 01/11/2021	31/12/2022 31/10/2024	-1	2 years 3 years	Single tender action 2 year (1+1	1	6	01/07/2022 31/07/2024	488	90	54,000 8,600	108,000	
	Operational & Corporate Software/	Sharepoint design and consultancy	C01746		Deltascheme Limited	10/08/2020	10/08/2022	-1	2 years	2 year (1+1 extension)		6	10/02/2022		90	0	0	
	Operational & Corporate Software/ Operational & Corporate Software/	New Sharepoint Requirement Room Booking Software	C01746 C01762		Deltascheme Limited Essential Computing	14/12/2020 01/10/2017	13/12/2022 31/12/2022	-1 -1	2 years 4 years	2 year (1+1 extension) n/a		6	13/06/2022 31/03/2022		90 90	41,000 2,800	180,000 12,000	
	IT Comms & Licensing IT Comms & Licensing	WAO Broadband (PSBA)	C01421		BT Phoenix Software	05/06/2009 30/04/2022	31/03/2023	-1	On-going	n/a			31/03/2023 30/01/2025	667	90			ata network linking public sector organisations in Wales
	IT Comms & Licensing	Microsoft Enterprise Licensing PSTN routing for Teams	C02049		Gamma Network Solutions	01/02/2021	30/04/2025 31/01/2023	-1	3-years 2 years	2 year (1+1 extension)		3	31/07/2022		30 90	21,600	£86,400	
	IT Comms & Licensing Office Supplies & Equipment	Provision of Smartphones and MiF Multi Functional Devices (MFD)	C02068 C01764		Class Networks Canda copying Ltd	15/07/2021 03/01/2022	14/07/2023	0	2 years 3 years	12-months An option to extend		3	14/04/2023 02/07/2024	21 549	90 90	33,000 21,000	100,000 85.000	
	Office Supplies & Equipment	Rental of franking machine	C01517		Kane Mailing Systems Ltd	15/03/2016	15/06/2022	-1	3 years 6 years		,	6	15/12/2021		90	450	2,700	
	Office Supplies & Equipment Office Supplies & Equipment	Rental of franking machine Courier services - all offices	C02034 C01412		CF Corporate Finance Ltd Parcelforce Worldwide	26/06/2020 22/02/2018	05/02/2026 16/08/2022	31	4 vears	linked to Kane -		6	05/08/2025 16/05/2022	942	90 90	1000 8.000	6,000 32.000	
	Office Supplies & Equipment	Letter Services	C01434		Royal Mail Group PLC	01/02/2021	31/01/2023	-1	2 years	See notes		3	31/10/2022		30	1,200	2,400	
	Office Supplies & Equipment Office Supplies & Equipment	Offsite Records Storage Water dispensing machines	C01808 C02081		Restore Records Management RWT UK ITD	01/05/2021 01/10/2021	31/03/2023	-1	2 years 4 years	12 months	Not yet. n/a	3	31/12/2022 01/10/2023	278	90 90	8,000 1.200	25,000 £4.800	
	Office Supplies & Equipment	Stationery and Paper Supplies	C01745		Lyreco Uk Ltd	01/02/2017	15/01/2023	-1	2 years	n/a 3 years	3 year	3	15/10/2022	270	90	3,500	£18,000	
	Facilities - Leases Facilities - Leases	Lease - Penllergaer Lease - Cathedral Road	C00106 C01847		Welsh Government Hartnell Taylor Cook LLP	19/04/2017 25/03/2008	18/04/2023 25/03/2023	-1	5 years 15 years			12	18/04/2022 25/03/2022		180 90	55,000 400.000	TBC TBC	
	Facilities - Leases	Lease - Abergele	C01661		North Wales Techology Park	23/03/2016	21/02/2026	31	10 years (brea	k new break Sep 23 (6	6	12	21/02/2025	958	90	36,000	TBC	
	Facilities - Energy Facilities - Energy	Electricity Supply - Cathedral Road			EDF Energy WPD (Maybe on EFD invoices?)	14/08/2019 01/04/2022	01/10/2023 31/03/2023	3 -1	4 years 1 year	NPS / CCS contracts NPS / CCS contracts	5	6 3	01/04/2023 31/12/2022	98	90 90	55,000 0	220,000 0	
	Facilities - Energy	Electricity Supply - Penllergaer	C01474		EDF Energy	14/08/2019	01/10/2023	3	4 years	NPS / CCS contracts		6	01/04/2023	98	90	Inc in row 64	Inc in row 64	
	Facilities - Energy Facilities - Maintenance	Gas Supply - Cathedral Road Maintenance of automatic front	C02050 C02054		Total Gas & Power Ltd Ceaton Security Services Ltd	14/08/2019 01/02/2021	01/10/2023 31/03/2023	3 -1	4 years 2 years	Transfer to Total None		6	01/04/2023 31/12/2022	98	90 90	1,300 750	5,200 1,500	
	Facilities - Maintenance Facilities - Maintenance	Lift maintenance of passenger lifts	C02060 C01911		Jackson Lift Services Limited CRL GROUP	01/04/2021 01/04/2021	31/03/2023 31/03/2023	-1	2 years 2 years	n/a		3	31/12/2022 31/12/2022		90	3,500 1,100	7,000	
	Facilities - Maintenance Facilities - Maintenance	Maintenance of Air Conditioning Maintenance of Air Conditioning	C01911 C01895		Pole to Pole	01/04/2021 01/04/2022	31/03/2023 31/03/2023	-1	2 years 12 months	n/a n/a		3	31/12/2022		90	0	0	
	Facilities - Maintenance Facilities - Maintenance	Maintenance of Air Conditioning Cleaning services - Cathedral Road	C01398 C02067		Action Air Conditioning Supacleen Limited	01/08/2019 07/06/2021	31/07/2022 31/03/2023	-1	3 years 2 year	n/a n/a		6	31/01/2022 31/12/2022		90	12,200 45.000	36,000 90.000	
	Facilities - Maintenance	Cleaning Services - Abergele	C01690		Cleaner Care Ltd	27/06/2021	31/03/2023	-1	21 months	n/a		3	31/12/2022		90	15,000	27,000	
	Facilities - Maintenance Facilities - Maintenance	External Cleaning Services Water Services (Legionella)	C02069 C01556		Landcraft Projects Ltd J & D Water Consultants	01/06/2021 01/02/2021	31/03/2023 31/03/2023	-1	21 months 26 months	1 vear None		3	31/12/2022 31/12/2022		90 60	20,000 1,500	37,000 3,000	
	Facilities - Maintenance	Plumbing Services			J & D Water Consultants	03/01/2022	02/01/2024	6	24 months	1 year		3	02/10/2023	189	30	3,000	3,000	
	Facilities - Maintenance Facilities - Maintenance	Computer removal and recycling Office Equipment Removal	C00648 C01496		Stone Computers Ltd Fox Business Moving & Storage	25/04/2018 01/03/2019	31/03/2023 31/03/2022	-1	On-going 1 year	2 year	Extended to	3	31/12/2022 31/12/2021		90 90	0 2,900	0 9,000	
	Facilities - Maintenance	Confidential waste collection - all	C01757		store Datashred (Data Solutions 201	01/02/2021	30/09/2023	3	3 years	None	∈xtenaea to	6	30/03/2023	97	90	700	2,500	
	Facilities - Maintenance Facilities - Maintenance	General. Recvcling and Food Waste Hygiene units - Abergele	C02004 C01418		Veolia PHS Group	17/12/2019 15/03/2021	30/11/2022 14/03/2023	-1	3 years 2 years	1 year		6	30/05/2022 14/12/2022		90 90	2,100 300	8,500 600	
	Facilities - Maintenance	Hygiene units / washroom services	5 - C01418		PHS Group	06/08/2019	07/08/2022	-1	3 years		3 months	3	07/05/2022		90	700	1,500	
	Facilities - Maintenance	Maintenance and monitoring of	C02070		Securitas Security Services UK Ltd	05/06/2021	04/06/2023	-1	2 year	n/a	n/a	6	04/12/2022		90	3,900	8,000	

Facilities - Maintenance	Security services at Cathedral Road C01415	Securitas Security Services (MS) Ltd		31/03/2023	-1	2 years	n/a	n/a	3	31/12/2022		90	20,000	40,000
Facilities - Maintenance	Keyholding, patrol and response C01547	G4S Secure Solutions UK Ltd	25/06/2021	24/06/2022	-1		See notes		3	24/03/2022		90	500	500
Facilities - Maintenance	Annual maintenance of Fire C02070	Securitas Security Services UK Ltd	01/04/2021	31/03/2023	-1	2 years	n/a	n/a	3	31/12/2022		90	Inc in row 84	Inc in row 84
Facilities - Maintenance	Intruder Alarm - Annual monitoring C01679	Snowdonia Fire Protection Ltd	01/08/2021	31/07/2023	1	2 year			3	01/05/2023	38	90	1,800	3,600