

Request

A. Copies of all documents which will reveal to the public what the independent contractor is required to do, how much he is paid and at what frequency in connection with Steyning Parish Council's current contractual arrangements for:-

- 1 Street Cleaning
- 2 Bin Emptying
- 3 Grass Cutting

This request is intended to include:-

- a) the tender documents;
- b) the response to the tender documents with particular reference to the prices to be paid – I think this will be a) with prices completed;
- c) the resulting contractual agreements – b) plus letters of confirmation?;
- d) any subsequent variations to the contractual terms;
- e) the monitoring documents which are referred to in the street cleaning tender document and the equivalent (if any) under the other contracts;
- f) if different to e), the “substantiation” documents referred to at 13 of the street cleaning tender document and the equivalent (if any) under the other contracts;
- g) invoices submitted; and
- h evidence of payments made.

Under a) I do not require the street cleaning tender document as I already hold that, thank you.

B All documents which record

- 1 the amount of the grant(s) made by HDC to SPC for street cleaning and for bin emptying for each of the last three years; and
- 2 the terms on which such grants have been made with particular reference to which streets and bins are included and any standards of cleanliness/ frequency required

Response

I now write to advise that we will be happy to supply items A 1,2,3 including a) relating tender documents. The contracts are attached now

However, members did not agree to the supply of item b) responses to tender documents with particular reference to prices paid as they felt this to be commercially sensitive information and being mindful of the current/imminent tendering processes for each of these contracts.

Unfortunately, we do not at present, have the time or resources to provide items c , d, f, g and h

e) I understand there was some agreement in the past that councillors would assume responsibility for monitoring street cleaning and litter bin emptying on a rota basis but given the limited time and resources available to both councillors and officers it would appear that it may not have been possible to maintain as rigorously as originally envisaged. However, this may well be subject to review when the new street cleaning /litter contract is implemented.

Item B we are happy to supply the figures relating to the environmental grant made by HDC to SPC for the last 3 years as follows :

2014/15 £ 18,234.27 plus VAT

2015/16 £18,598.96 plus VAT

2016/17 £18,896.54 plus VAT

I am making enquiries to see what information the council holds as regards the terms of the grant and any information as to which streets and bins are included and any standards imposed and forward these on to you.

I will endeavour to send this information to you early next week.

Once again I apologise for delay in dealing with this request