

APPENDICES

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RICOH CONTRACT RENEWAL UPDATE

NOT CONFIDENTIAL – For Public Release

Meeting: Corporate Committee 18.08.2025

Author: Town Clerk, Simon Hosmer

RICOH CONTRACT RENEWAL UPDATE

PURPOSE OF REPORT

To give the Committee an update on the printer renewal and have a comparison quote as requested.

BACKGROUND

The RFO attempted to get 3 quotes (2 additional) but to date we have received only 1 which is from Canon. The direct comparison between the two quotes can be seen quite clearly.

Supplier	Machine	Installation	Servicing	Callout time	Quarterly rental	Price B/W copy	Price Colour copy
Ricoh (existing)	IMC3010	N/A	<i>Included in rental</i>	<i>4 hour max</i>	£171.59	0.0027p	0.027p
Ricoh (new deal)	IMC3010	Free	<i>Included in rental</i>	<i>4 hour max</i>	£105.68	0.0024p	0.0212P
Canon (new supplier)	C5140i	Free	<i>Included in rental</i>	<i>4 hour max</i>	£68.87	0.0019p	0.015p

The estimated saving per annum if we retained the Ricoh agreement is £340.00

If we switch to Canon the annual saving would be approximately £570.00

SUMMARY

Even after giving Ricoh a heads up that the Canon deal was a third of the cost of the Ricoh one they came back with a better offer that is still much more expensive.

All PC's have been defaulted to Black & White printing as the cost is 10 times less and I believe colour printing has been used when not necessary.

RECOMMENDATION

Cancel our agreement with Ricoh and start a new 5 year lease deal with Canon.

RISK ASSESSMENT

LEGAL:

N/A

FINANCIAL:

ANTICIPATED SAVINGS:

Approx £2500 over the life of the lease.

ESTIMATED STAFF TIME:

None.

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 06/08/2025

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XMAS LIGHT ELECTRIC RENEWAL

NOT CONFIDENTIAL – For Public Release

Meeting: Corporate Committee 18.08.2025

Author: Town Clerk, Simon Hosmer

XMAS LIGHT ELECTRIC RENEWAL REPORT

PURPOSE OF REPORT

To ask the committee to consider options for the 5 Xmas light meters in the park and town. To show 3 quotes and to recommend a course of action

BACKGROUND

The RFO was asked to get additional quotes for the electricity in the park and other areas around the town that are used to supply power for the Xmas lights. The remit included ensuring energy purchased is renewable.

Last year's spend was approximately £1200 with E.on

Supplier	Standing charge	Price per K/Wh	Approx cost
E.on	56p per day	.55p	£2000.00
Smartest Energy	39p per day	.23p	£1200.00
Scottish & Southern	69.2p per day	.23p	£1700.00

The table above is based on signing a 1 year deal and is the total of all 5 meters we currently operate.

SUMMARY

E.on price has increased dramatically, the market seems to be moving that way right now. The other 2 quotes are based on us being a new customer so signing for just 12 months and reviewing again might be the smart thing to do.

RECOMMENDATION

Sign up to Smartest energy for 1 year and review again in 12 months.

RISK ASSESSMENT

LEGAL:

N/A

FINANCIAL:

ANTICIPATED SAVINGS:

None

ESTIMATED STAFF TIME:

1 hour to set up new deal

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 18/08/2025

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RFO REPORT

NOT CONFIDENTIAL – For Public Release

Meeting: Corporate Committee 18.08.2025

Author: RFO, India Hosmer

RFO UPDATE

PURPOSE OF REPORT

To, as requested, bring a series of reports to highlight all in-goings and out-goings of the council's bank accounts and all current outstanding invoices for the use of the imperial rooms. Also to have all previous reconciliation reports for this financial year signed.

BACKGROUND

All reports requested in the last corporate meeting.

Since the last meeting the outstanding invoices have reduced by roughly £4000.

SUMMARY

See reports.

RECOMMENDATION

RISK ASSESSMENT

N/A

LEGAL:

FINANCIAL:

ANTICIPATED SAVINGS:

ESTIMATED STAFF TIME:

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

APPENDICES CORPORATE COMMITTEE 18.08.2025

Dated: 08/08/2025

LOCAL GOVT PAY AWARD 2025-2026

NOT CONFIDENTIAL – For Public Release

Meeting: Corporate Committee 18.08.2025
Author: Town Clerk, Simon Hosmer

LOCAL GOVT PAY AWARD 2025-2026

PURPOSE OF REPORT

To confirm to the committee the new pay rates for staff for 2025-2026

BACKGROUND

Annually central government and the unions agree a pay scale increase for all local government staff. For the past 2 years this has taken until November to be resolved resulting in 6 months back pay (of the difference) for all staff. This year the unions agreed to a 3.25% increase for all salary grades which was the final offer of the UK government in July so the back pay will be for 4 months and the thinking behind this is that negotiations for next year's pay award can start earlier.

SUMMARY

The back pay totals £1986.05 (plus employer contributions) for all staff and the annual increase across all staff is roughly £8000 (including contributions) which keeps us within budget. More exact figures will be available after payroll has been run in August.

RECOMMENDATION

To accept the report

RISK ASSESSMENT

LEGAL:

N/A

APPENDICES CORPORATE COMMITTEE 18.08.2025

FINANCIAL:

ANTICIPATED SAVINGS:

N/A

ESTIMATED STAFF TIME:

1 hour for calculations

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 18/08/2025

NOTES:

Local Government Services Pay Agreement 2025/26

	01-Apr-24		01-Apr-25		Scale ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
2	£23,656	£12.26	£24,413	£12.65	Below LC Scale (for staff other than clerks)
3	£24,027	£12.45	£24,796	£12.85	
4	£24,404	£12.65	£25,185	£13.05	
5	£24,790	£12.85	£25,583	£13.26	
5	£24,790	£12.85	£25,583	£13.26	LC1 (below substantive range)
6	£25,183	£13.05	£25,989	£13.47	
7	£25,584	£13.26	£26,403	£13.69	LC1 (substantive benchmark range)
8	£25,992	£13.47	£26,824	£13.90	
9	£26,409	£13.69	£27,254	£14.13	
10	£26,835	£13.91	£27,694	£14.35	
11	£27,269	£14.13	£28,142	£14.59	
12	£27,711	£14.36	£28,598	£14.82	LC1 (above substantive range)
13	£28,163	£14.60	£29,064	£15.06	
14	£28,624	£14.84	£29,540	£15.31	
15	£29,093	£15.08	£30,024	£15.56	
16	£29,572	£15.33	£30,518	£15.82	
17	£30,060	£15.58	£31,022	£16.08	LC2 (below substantive range)
18	£30,559	£15.84	£31,537	£16.35	
19	£31,067	£16.10	£32,061	£16.62	

APPENDICES CORPORATE COMMITTEE 18.08.2025

20	£31,586	£16.37	£32,597	£16.90	
21	£32,115	£16.65	£33,143	£17.18	
22	£32,654	£16.93	£33,699	£17.47	
23	£33,366	£17.29	£34,434	£17.85	
24	£34,314	£17.79	£35,412	£18.35	LC2 (substantive benchmark range)
25	£35,235	£18.26	£36,363	£18.85	
26	£36,124	£18.72	£37,280	£19.32	
27	£37,035	£19.20	£38,220	£19.81	
28	£37,938	£19.66	£39,152	£20.29	
29	£38,626	£20.02	£39,862	£20.66	LC2 (above substantive benchmark range)
30	£39,513	£20.48	£40,777	£21.14	
31	£40,476	£20.98	£41,771	£21.65	
32	£41,511	£21.52	£42,839	£22.20	
33	£42,708	£22.14	£44,075	£22.85	LC3 (below substantive range)
34	£43,693	£22.65	£45,091	£23.37	
35	£44,711	£23.17	£46,142	£23.92	
36	£45,718	£23.70	£47,181	£24.46	
37	£46,731	£24.22	£48,226	£25.00	LC3 (substantive benchmark range)
38	£47,754	£24.75	£49,282	£25.54	
39	£48,710	£25.25	£50,269	£26.06	
40	£49,764	£25.79	£51,356	£26.62	
41	£50,788	£26.32	£52,413	£27.17	
42	£51,802	£26.85	£53,460	£27.71	

