

Report of the Town Clerk

Asset Tagging

Background

1. Members indicated that they wished to receive further advice about the tagging of assets, and how it might be achieved.
2. Your officers have identified a supplier who could act as a 'one stop shop' for the different types of asset tags required -
 - a. Aluminium labels <https://www.labelsonline.co.uk/asset-labels/aluminium-asset-labels> for seats, bins and shelters- £30 per 100 or £150 with Berwick Town Council on,
 - b. Vinyl self adhesive <https://www.labelsonline.co.uk/vinyl-asset-labels-40x20mm-au1058> £20 per 100 for 200 for use on other assets and in conjunction with tags below, and
 - c. Loop through tag <https://www.labelsonline.co.uk/blank-labels-and-tags&Sort=3> £21 per 100 for 200 white, £25 for colour. For fixing tags to things like lights.
 - d. For numbering, I would suggest we allocate ranges of numbers to particular assets eg 100-400 seats, 1-50 bus shelters etc.
3. All of these costs are reasonable, and the manufacturer offers the opportunity for labels to be customized with our logo. If members think these prices reasonable, then further market testing will take place to ensure value for money is achieved.

Recommendation

1. That members indicate their views as to the proposed style of labels.