

Appendix 1 Marquee Purchase v Hire Assessment

	Purchase	Hire	City Events Unit Assessment
Costs	<p>It is estimated that to purchase the annual equipment utilised by BCC, costs would be circa £650,000. This includes annual maintenance costs; delivery of equipment and plant hire.</p> <p>The industry standard is to replace canvas covers every five years at cost £2,000 to £20,000 dependent on the marquee size.</p> <p>Additionally there would be staffing and storage equipment related costs, which have been quantified at an estimated 30% of the capital expenditure</p>	<p>Total corporate wide hire costs for 2012/13 was £108,000</p>	<p>Key issue here is that Members would need to make £650,000 available in one single financial year. Such finances are not in the current planned estimates. Plus there would storage and staffing costs</p>
Design and specification	<p>The size and suitability of equipment will be dictated to by the Council's capital commitment.</p>	<p>Unlimited choice of design and size specification</p>	<p>The unlimited choice of equipment is a much more suitable option in that event requirements do differ from year to year. These can be dictated by: events budgets; site layouts; partnership/participant requirements; new events, etc.</p>
Staff	<p>A straightforward capital investment would require the Council to train and skill-up BCC staff to undertake this role of erecting and dismantling marquees. This will require agreement from staff and possibly Unions.</p> <p>However, a capital procurement exercise could</p>	<p>Specialist trained and skilled personnel would come with the contract</p>	<p>Previous experience has shown that there would be significant staff obstacles that exist to train and skill up BCC staff to undertake tasks that are outside very clear job specifications.</p>

	detail some level of staff requirement from a marquee supplier but this would also have a cost over and above the capital outlay		
Maintenance and storage	This may be solved by the creation of additional new posts or the training of existing Council staff, subject to the caveats above. Although there will be a need to create a suitable storage facility to ensure any equipment is appropriately and securely stored and maintained. Experience has shown this element is critical to guarantee the life-expectancy of the equipment	Maintenance and suitable storage is guaranteed via this option	This cost element is unclear at this stage. However, previous procurement of event equipment highlighted the inadequate facilities available at the disposal of BCC
Legislative requirements	Purchased equipment will meet the standard currently set. However, these requirements may change in time. Thus BCC would need to future-proof in regard to this issue	By hiring equipment the Council can ensure that the marquees meet the desired legislative standards at all times.	The safest method in meeting statutory legal obligations would be to hire the equipment. Purchased equipment would need to be continually 'future proofed', which would in turn require specialist knowledge and additional financial resources.
Benchmarking	Only one of the Council's contacted indicated that they had purchased such equipment in the past. However, this Council has now reverted to hiring marquee equipment	All of the local authorities contacted indicated that they hired this equipment. This included Council's in England, Scotland and the Republic of Ireland In addition, the region's largest concert promoters hire this equipment rather than purchase it.	Indication from a survey of local Councils and promoters is to hire this equipment

