

Public Document Pack

**Democratic Services Section
Legal and Civic Services Department
Belfast City Council
City Hall
Belfast
BT1 5GS**



**Belfast
City Council**

17th April, 2023

MEETING OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the **Lavery Room and remotely via Microsoft Teams** on Friday, 21st April, 2023 at 9.30 am., for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

John Walsh

Chief Executive

AGENDA:

1. Routine Matters

- (a) Apologies
- (b) Minutes
- (c) Declarations of Interest

2. Restricted Items

- (a) Appointment of Deputy Chief Executive/Strategic Director of Corporate Services (Pages 1 - 2)
- (b) Update on Organisational Reviews and Change Programme (Pages 3 - 8)
- (c) Update on Employees on Temporary Contracts and Agency Workers (Pages 9 - 24)
- (d) Update on City Centre Public Realm Catalyst Projects (Pages 25 - 34)

3. Governance

4. Belfast Agenda/Strategic Issues

- (a) Update on Belfast Smart District Programme (Pages 35 - 40)
- (b) UK - Republic of Korea Innovation Twins Programme and Council of Global City Chief Innovation Officers Visit to Belfast (Pages 41 - 46)

5. Physical Programme and Asset Management

6. Finance, Procurement and Performance

- (a) Update on Contracts (Pages 47 - 54)

7. Equality and Good Relations

8. Operational Issues

- (a) Requests for the use of the City Hall and the Provision of Hospitality (Pages 55 - 58)

By virtue of paragraph(s) 3 of Part 1 of Schedule 6
of the Local Government Act (Northern Ireland) 2014.

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Subject:	Update on Belfast Smart District Programme
Date:	21st April, 2023
Reporting Officer:	Deborah Colville, City Innovation Manager
Contact Officer:	Mark McCann, City Innovation programme lead

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report/Summary of Main Issues
1.1	To provide the Committee with an update on the development of the Belfast Smart District programme, including the commencement of a first phase to leverage and maximise innovation opportunities for the city, communities and businesses building on the new Weavers Cross regeneration.
1.2	The report seeks the Committee’s approval for a number of the programme’s first initiatives.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> i. note the rationale for an urban innovation accelerator at Weavers Cross, the four proposed objectives and the near term opportunities;

	<ul style="list-style-type: none"> ii. approve a letter of support for the £10m Belfast bid to the UKRI Net Zero Mobility Hub for a Resilient Future; iii. approve development work with Ulster University and others on a health innovation hub proposal at Weavers Cross; iv. note the development of CODI and plans to develop a funding bid that may include Smart Dublin as a partner; v. note the work on a potential £10 million bid to DSIT's Open Network Ecosystem competition. Members are asked to approve in advance Council's role in any bid, with details to be shared and approved at June committee; and vi. approve the proposed governance and resourcing arrangements for the Urban Innovation Accelerator.
3.0	Main Report
3.1	<p>The Smart Belfast urban innovation framework (2022 to 2026) was approved by Committee in November 2022. The aim of the framework is to foster greater collaborative innovation between government (both local and regional), industry, SMEs, academia, and our communities. Smart Belfast is about encouraging these partners to work together to harness the power of digital technologies to develop policy solutions to urban challenges.</p>
3.2	<p>The agreed framework places great emphasis on the importance of 'place' for urban innovation and the role of the Belfast Smart District (an area that is geographically coterminous with the city centre). The Smart District is about grounding urban innovation initiatives in 'real-world' opportunities in which they can be developed, tested, and scaled.</p>
3.3	<p>A compelling opportunity that falls within the Smart District is the Weavers Cross regeneration. Cities across the world have used similar large-scale transport regeneration schemes as a catalyst for a wider urban innovation and economic growth (eg, London's Queen Elizabeth Olympic Park, King's Cross, and Dublin's Smart Docklands). A multi-partner innovation urban accelerator at Weavers Cross has the potential to radically accelerate Belfast's Smart District ambitions. Such an urban innovation accelerator will leverage the planned investments by Translink and its partners to generate significant additionality for the wider city, communities, SMEs and both local universities.</p>
3.4	<p>Staff from the Council's City Innovation Office have been developing a joint proposition with Translink, industry partners and our universities to map out what such an accelerator would look like; the immediate opportunities that it can bring to Belfast; and the steps required to deliver it. It is proposed that the Urban Accelerator would have four main objectives:</p>

- I. Supporting urban place-making in our city centre**
- II. Fostering inclusive innovation for communities**
- III. Supporting economic growth through innovation**
- IV. Encouraging next generation digital Infrastructure**

3.5 The proposition has proven immediately attractive to partners, funders, industry and researchers. There are already a number of immediate opportunities that have the potential of bringing substantial funding directly to the City:

(a) Net Zero Mobility Hub for a Resilient Future

3.6 Queen’s University is working with city partners including the Council on a £10 million bid to URKI to establish a national Net Zero Mobility Hub at Weavers Cross. This would establish a UK research hub in our city centre to support collaborative innovation between the universities, industry and government. Members are asked to agree to our continuing involvement and to providing an letter of support for the bid from the Council.

(b) Health Innovation Health Hub

3.7 The City Innovation Office and Weavers Cross partners are working with Ulster University to develop a proposal that aims to accelerate innovation for the city’s high growth medtech companies. The Weavers Cross location is an idea location, both in terms of easy access to travellers passing through the new station, and also its close links to inner city communities (Markets, Donegall Pass, Sandy Row, and Lower Falls). There is an opportunity to avail of a ‘meanwhile use’ location for healthcare professionals, SMEs and university researchers to trial innovative health care technologies with local communities and travellers. Ulster University are exploring funding opportunities and there is the potential to grow this to a multi-city, cross border proposition. Members are asked to approve work with Ulster on the development of this proposal.

(c) Citizens Opportunities for Digital Innovation (CODI)

3.8 CODI is a key strand of work in the new Smart Belfast framework. Successful urban collaborative innovation requires the direct involvement of ‘end users’ (ie, the individuals and communities that live and work in the city) in the development of new public services and programmes. CODI recognises that there are a core set of capabilities and resources that communities must have to order to collaborate meaningfully on such end-user co-design. The ambition is to work with our academic partners and others to create a shared resource that would be available to any city partner working with communities on innovation projects.

3.9	Weavers Cross presents an opportunity to develop CODI with local communities focused on local challenges particularly in relation to neighbourhood health and urban mobility.
3.10	Members are asked to note the City Innovation Office is currently developing a funding proposal to support this community programme and has been engaging extensively with partners including the potential of building shared resources with Smart Dublin which is developing a similar approach to working with communities in inner city Dublin.
(d) SME Mobility Innovation Zone	
3.11	This zone would be a managed environment that allows SMEs to develop and trial innovative solutions with an initial focus on mobility and on health. Connected Places Catapult have developed a similar approach with Network Rail and University of Bristol at Bristol Temple Meads and there is strong evidence that it could be successfully replicated here in Belfast for our companies. The City Innovation Office is exploring opportunities to leverage Belfast Region City Deal funding to support SME involvement in such a zone.
(e) Open Network Ecosystem (ONE) Competition	
3.12	On 27th March, DSIT opened a £80 million competition to deploy and trial Open RAN technologies in urban environments. The aim of the competition is to help diversify the UK's mobile equipment supplier base by inviting new vendors to run their technologies in the real world. This is an opportunity for Belfast to demonstrate that it is an ideal location for digital innovation, while at the same time deploying some of the most advanced wireless technologies in the world.
3.13	DSIT has indicated that they will make up to £10 million available per location and are particularly interested in demonstrators at high demand locations such as transport hubs. (Weavers Cross will deal with over 20 million passengers each year.)
3.14	The City Innovation Office has convened discussions with BT, Translink, Queen's University, and Digital Catapult UK. There is broad agreed that most of the elements for a strong Northern Ireland bid are present; however, any bid will be complex and the timeline for submission (24 May) is a challenging one. Members are asked to note that exploratory work will continue on this bid. Given that there is no SPR committee in May, Members are asked to approve in advance Council's role in any bid, with details to be shared and approved at the Committee meeting in June.

3.15	<p>The City Innovation Office is exploring collaboration with industry and university partners on an ‘urban data and AI lab’ that would bring the latest in AI and data analytics to our city that would be accessible to SMEs, researchers, and public bodies. This would seek to manage and explore large quantities of urban data to support better decision-making and development of new innovative products and services for transport, climate programmes, etc. A proposal will be presented to the Committee meeting in June.</p> <p>Making It Work</p>
3.16	<p>Members should note that if the projects described above were to proceed, the Weavers Cross urban innovation accelerator would attract over £25 million of urban innovation funding to the city. The approach will continue be driven by third-party funding opportunities and in-kind contributions with the expectation that there will be limited resources elsewhere. The Council’s City Innovation Office will support the development and delivery of the Programme and draw upon the Smart District budget allocated previously agreed by Committee.</p>
3.17	<p>A group, jointly chaired by officers from the City Innovation Office, Belfast City Council and Translink and including a range of city partners, will act as a formal Urban Innovation Accelerator board to drive this work. The board would seek approval from each of its respective partner organisations on any new proposals and opportunities. Members are asked to approve the involvement of Belfast City Council officers on this board and note the role of the City Innovation Office in supporting its work.</p>
<p>Financial and Resource Implications</p>	
3.18	<p>As noted in the body of the report individual initiatives will proceed based on a mix of funding and co-investment from partners.</p>
3.19	<p>Resourcing costs for programme development and delivery have been identified in the existing City Innovation team budget.</p>
3.20	<p>Resources for activities associated with the Belfast Region City Deal will be subject to business case development through the city deal process.</p>
<p>Equality or Good Relations Implications / Rural Needs Assessment</p>	
3.21	<p>A public consultation and Equality Screening was previously carried out as part of the full consultation process on the Smart Belfast Urban Innovation Framework.</p>
4.0	<p>Documents Attached</p>
	<p>None</p>



Subject:	UK - Republic of Korea Innovation Twins Programme and Council of Global City Chief Innovation Officers Visit to Belfast
Date:	21st April, 2023
Reporting Officer:	Deborah Colville, City Innovation Manager
Contact Officer:	Mark McCann, Innovation Programme Lead Paula Fee, Innovation Programme Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report
1.1	<p><u>UK-Republic of Korea Innovation Twins Programme</u></p> <p>To update the Committee on the UK and Republic of Korea Innovation Twins programme and plans for the next phase of the programme which includes:</p> <ul style="list-style-type: none"> • developing and implementing a roadmap to support collaboration on smart city initiatives, economic development and bi-lateral trade between Belfast and the city of Sejong; • signing an MOU/friendly, cooperative agreement to support opportunities for city-to-city collaboration;

	<ul style="list-style-type: none"> • an invitation to the City Innovation team to lead an Innovation Twinning Programme development visit to Sejong with costs covered by BEIS/Connected Places Catapult (CPC); and • an invitation to host the Mayor, Choi Min-ho and a delegation from Sejong during their visit to Belfast in August 2023. <p><u>Council of Global City CIOs</u></p>
1.2	To update Members on the Council of Global City Chief Innovation Officers visit to Belfast on 23rd May 2023.
2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <p>UK-Republic of Korea Innovation Twins Programme</p> <ul style="list-style-type: none"> i. note the invitation for the City Innovation Office to lead on a visit to Sejong and support the further development of a roadmap to develop collaborative, co-investment opportunities; ii. approve the request for a letter of invitation to the Mayor of Sejong to visit Belfast in August 2023; iii. approve the request for Lord Mayor to meet and host a reception for the Mayor of Sejong and the signing of an MOU in August 2023 <p>Council of Global City CIOs</p> <ul style="list-style-type: none"> iv. note the CCGC event taking place on 23 May 2023; v. note the attendance of the Lord Mayor at the event; and vi. approve Belfast City Council’s membership of the CGCC.
3.0	Main Report
3.1	<p><u>UK-Republic of Korea Innovation Twins programme</u></p> <p>Members will be aware from previous update reports of the Council’s participation in the ‘<i>UK-Republic of Korea Innovation Twins</i>’ programme¹ which was set up by the Connected Places Catapult and funded by BEIS and UKRI.</p>

¹ <https://cp.catapult.org.uk/project/uk-republic-of-korea-innovation-twins-programme>

3.2	The programme aims to build relationships between smart cities with high potential for accelerating long term R and I collaborations and generating opportunities for trade and FDI. Following Committee approval for participation in the programme in 2021, a Statement of Intent was agreed to promote collaboration on the first of the programme up to the end of March 2023.
3.3	While not legally binding, the Statement sets out areas of shared interest based on discussion with a range of city partners, to form the basis for cooperation between Sejong and Belfast. These include smart cities, medtech, cyber security, fintech, academic, educational and cultural cooperation, economic development and opportunities for bilateral trade and investment.
3.4	During the initial phase of the programme, we received £100,000 funding which enabled eight local companies to avail of training and support to develop a range of products in areas such as virtual tourism, community rewards programmes, last mile delivery, safer cycling, recycling behaviour, fitness hubs and personal safety. They profiled their work during a virtual international showcase event and one company was successful in being selected for a follow up trade mission to South Korea.
3.5	Council staff also had opportunities to work with innovative companies to develop digital solutions and also benefitted from a bespoke innovative procurement training programme delivered via the Captapult.
3.6	In the next phase of the Innovation Twins programme, Connected Places Catapult (CPC), with funding from BEIS, will facilitate further engagement with key city partners on the development and implementation of a roadmap to consolidate areas of focus for both cities. The roadmap will set out key missions and priority areas for city to city civic, academic and business collaboration over the next two to three years. It will also detail governance structures and resources required. It is anticipated the roadmap will also help to unlock future funding opportunities from UK Government and attract South Korean investment.
3.7	Roadmap development will include the identification of one or more collaborative projects and will include outward visits to Sejong for Belfast companies as well as agreeing to host delegations here in Belfast. As part of this next phase the City Innovation team have been invited by Connected Places Catapult to lead a programme of meetings in Sejong to build on our innovation twinning relationship and agree a focus for collaborative innovation projects. CPC will provide funding of £32,500 to cover associated costs for the outward visit and resulting roadmap development. This will be made available following Committee approval for the signing of a grant agreement.

3.8	Invest NI has been a key partner in developing the relationship with Sejong and worked closely with us on shaping the Statement of Intent. They have now established an office in South Korea having extended their work into Sejong through the Innovation Twins programme. Their work programme for 2023 includes a Smart Cities cluster mission which is planned to coincide with the Smart Cities Expo in Korea in September this year.
3.9	The Mayor of Sejong would like to visit Belfast and wishes to sign an MOU to replace the current Statement of Intent which ended on 31 March 2023. The Mayor of Sejong's office has requested a letter of invitation to bring a delegation of 10 people to include the Ambassador of International Relations (two team members), the Director of External Relations, a representative from the Culture and the Economy Department, and two people from Executive Secretary office. The visit will potentially take place 7 and 8 August 2023 and will provide an opportunity to promote collaboration on a range of areas such as Smart Cities, Digital Twins and cyber security among others, that will be confirmed during the roadmap development phase.
3.10	During the visit, we would like to host a meeting/reception with the Lord Mayor to facilitate the signing of the MOU, provide a lunch/dinner with key city stakeholders to promote areas of collaboration agreed in the roadmap and offer a tour of the city.
3.11	Invest NI are liaising with the Northern Ireland Office separately in relation to the programme for the Mayor's visit and will provide support for the visit.
3.12	Members should note that, in parallel, Invest NI hosted Steve Baker NI Minister of State, during a visit to South Korea. The Minister who was made aware of our programme, had the opportunity to meet with the Mayor of Sejong and invited him to come to Northern Ireland for further discussion on opportunities for bi-lateral trade and collaboration.
Council of Global City Chief Innovation Officers (CGCC)	
3.13	The Council of Global City Chief Information Officers was set up in 2016 and brings together the leaders and commissioners for innovation and digital technologies from European cities. The aim of the Council, which is supported by Bloomberg Associates, is for cities to share best practice, practice and strategic advice on smart cities, digital technologies and urban innovation.

3.14	CGCC originated in the US in 2016 and was led by chief technology officials in San Francisco and Washington DC with a focus on developing a model for smart cities; digital connectivity; and open source and code-sharing.
3.15	CGCC has been invited to Ireland on 22nd and 23rd May by the CEO of Dublin City Council for its bi-annual meeting. Invites have been issued to the CIOs of Amsterdam, Athens, Barcelona, Bratislava, Dublin, Helsinki, Karlsruhe, Kyiv, London, Milan, New York, Tallinn, The Hague and Zurich. The group have expressed an interest in visiting Belfast to find out about our urban innovation ambition.
3.16	A visit by these CIOs would allow us to showcase Belfast's digital innovation ambition to influential European partners and to explore collaborative economic and innovation opportunities. (Note: the City Innovation Manager has been invited by Bloomberg to become a member of the group to represent the Smart Belfast Innovation ambition.)
3.17	The CGCC will hear about the Smart Belfast programme, the Belfast Smart District and City Deal investments. There will be a focus on smart tourism and the local creative industries sector, highlighting our Augment the City initiative and Belfast Stories development, with a visit to Ulster University's Virtual Production Studio. Ormeau Baths will also present on its role in supporting Belfast's innovation ecosystem and highlight some of the SMEs located at its coworking space.
3.18	The Lord Mayor has been invited to attend the event and welcome the CGCC members to Belfast.
Financial and Resource Implications	
3.19	<p><u>UK-Republic of Korea Innovation Twins Programme</u></p> <ol style="list-style-type: none"> 1. Overall Belfast visit programme schedule will be led and funded by Invest NI 2. Staff from the City Innovation Office will work with the Enterprise and Business Growth Unit to plan the hosting of the dinner for the Mayor of Sejong and his team - estimated at under £3,000. The cost for hosting the dinner will come from existing Smart Cities Budget. 3. Costs associated with roadmap development will be funded through BEIS/Connected Places Catapult 4. Costs for the Sejong visit to develop the programme and area/s of interest will be met by BEIS/Connected Places Catapult <p>In TOTAL £32,500 funding from BEIS/CPC being received.</p>

3.20	<p><u>Council of Global City CIOs</u></p> <p>£800 for catering for approx. 30 global leaders, including tea and coffee on arrival, and lunch. Final costs subject to confirmation of final attendee numbers.</p> <ul style="list-style-type: none"> • This will come from existing Smart Cities budget. <p>NOTE: Ormeau Baths has agreed to provide its event space at no cost.</p>
	Equality or Good Relations Implications / Rural Needs Assessment
3.21	None
4.0	Documents Attached
	None



Subject:	Update on Contracts
Date:	21st April, 2023
Reporting Officer:	Noleen Bohill, Head of Commercial and Procurement Services
Contact Officer:	Noleen Bohill, Head of Commercial and Procurement Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report/Summary of Main Issues
1.1	<p>The purpose of this report is to:</p> <ul style="list-style-type: none"> seek approval from the Committee for tenders and Single Tender Actions (STA) over £30,000; and ask the Committee to note contract modifications to contract term and retrospective Single Tender Actions (STAs).
2.0	Recommendation
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1); approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 2); and note the award of retrospective STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 3)

3.0	Main Report
	<u>Competitive Tenders</u>
3.1	Section 2.5 of the Scheme of Delegation states that Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit of £30,000 following a tender exercise where the council has approved the invitation to tender.
3.2	Standing Order 60(a) states that any contract that exceeds the statutory amount (currently £30,000) shall be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.
3.3	Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.
	<u>Single Tender Actions (STAs)</u>
3.4	<p>The following STAs are being submitted for approval:</p> <ul style="list-style-type: none"> • a contract for up to £100,000, for up to 6 months, awarded to MCS Group, for Requirement for Environmental Health Officers (EHOs) and Technical Support Officers (TSOs) are required for 24hr shift rota cover for essential service delivery within the Port Health service (fully funded). The existing contracted provider for T1792 Provision of Temporary Agency Resources: Matrix SCM have confirmed they are unable to fulfil the required roles of Environmental Health Officer (Port Health) and Technical Support Officers within the contractually agreed time period. • a contract for up to £70,000, for up to 2 days, awarded to Atelier Sisu for the acquisition of a unique Giant Bubble Art Installation. The Festival Board decided that the unique design was best fitting to enhance the festival on an international setting with lots of social network opportunities to showcase Belfast’s most iconic landmarks and enhance the ambience and curiosity around Belfast’s Maritime Event offering. • a contract for up to £2.3m for up to 12 months, awarded to Bryson Recycling for the provision of kerbside collections & treatment services for recyclable materials. Requirement for the current contract to be extended for up to 12 months to enable the findings of a feasibility study and members feedback to be considered in the subsequent procurement exercise. There is no service provider currently in the local market with the capacity or capability to tender for the service on a short-term contract basis. This was confirmed recently (Oct/ Nov 22) when Bryson were the only supplier to express an interest as part of a pre-market engagement exercise. • a concession contract for catering services (i.e. café and small events) at Malone House, for up to 10 months, with an estimated annual gross revenue of £435,000 for

the service provider (based on pre-Covid figures). Income estimated to the council of approx. 5% of revenue (£22k per annum). The department are in negotiations with a number of suppliers to secure service provision and agree contracts. The name of selected supplier will be reported back to Committee once agreed. Due to previous suppliers withdrawing services and an increasing demand from residents and elected members to open this facility there is an urgent requirement to appoint a provider as soon as possible. Undertaking a publicly advertised tender process would delay appointment of a catering provider resulting in reputational damage for the Council and the loss of further business. The council has struggled to secure and retain a catering service provider at this venue for a number of years despite number attempts via open tender competition.

3.5 The following retrospective STAs were awarded:

- a contract for up to £59,915, for up to 3 months, awarded to Energy Systems Catapult, for the delivery of a feasibility study within the UKRI Pioneer Places funded Net Zero Belfast initiative (fully funded). The funding award is to Belfast City Council so this will require a contract for the use of Energy Systems Catapult and allocation of external funding for that purpose.

3.6 CPS review of the Complex Lives Project

- Complex Lives is a whole system approach that was developed by Doncaster Council (with support from MPSS) to address issues of substance use, mental health and homelessness in the city centre with a view to providing planned, coordinated, wraparound support to those impacted by these issues thereby reducing impact at individual, organisational and societal level.

This project began as an exploratory STA of £9.5k which was followed by STAs for the values of £29,900 and £23,400.

The project has continually grown in scope since its inception which has resulted in forecasted spend for the project now projected to be approximately £307,000.

As a result of this, CPS have reviewed the project spend and have advised that as result of forecasted spend; the project will now be subject to a full procurement exercise. Committee is asked to grant approval to tender to the value of £200,000.

	<p>In addition, as part of the review, CPS has identified that approximately £45k spend to date has not been subject to any procurement exercise and that this will need to be regularised by way of a retrospective STA for £45K.</p> <p>This project is jointly funded between BCC and BHSCT, BPCSP, DfC, NIHE, PBNI, PHA and PSNI, with several other partners also involved in the oversight and implementation to Chief Executive level.</p>
	Financial and Resource Implications
3.7	The financial resources for these contracts are within approved corporate or departmental budgets
	Equality or Good Relations Implications / Rural Needs Assessment
3.8	None
4.0	Document Attached
	<p>Appendix 1</p> <p>Table 1 - Competitive Tenders</p> <p>Table 2 - Single Tender Actions</p> <p>Table 3 - Retrospective Single Tender Actions</p>

Table 1: Competitive Tenders

Title of Tender	Proposed Contract Duration	Estimated Total Contract Value	SRO	Short description of goods / services
Replacement media relations software	Up to 4 years	Up to £38,400	P Gribben	Current contract is coming to an end and needs to be renewed
Appoint an appropriately experienced contractor to develop and deliver Belfast PCSP's Young People Cyber Safety Project 2023 – 2026 (Fully Funded)	Up to 3 years and 4 months	Up to £85,000	D Sales	PCSP funding is made available on an annual basis and the tender will be awarded with annual renewal, subject to adequate performance, PCSP approval and funding availability.
Appoint an appropriately experienced contractor to develop and deliver Belfast PCSP's Older Adults Cyber Safety Project 2023 – 2026 (Fully Funded)	Up to 3 years and 4 months	Up to £105,000	D Sales	PCSP funding is made available on an annual basis and the tender will be awarded with annual renewal, subject to adequate performance, PCSP approval and funding availability.
Asylum immigration advice project (Fully Funded)	Up to 9 months	Up to £72,000	D Sales	Council has received funding from the Executive Office to support asylum seeking communities. This proposal has been based on need identified through the Migrant Forum and Refugee and Asylum Forum
QRadar SIEM provision	Up to 3 years	Up to £106,573.98	T Wallace	A critical IT security device that can accept logs from many devices and alert/defend against Cyber Attack and Malware events in real time

Appendix 1

Electrical vehicle fitted with power washer (Fully Funded)	One off Purchase	Up to £50,000	D Sales	DfC have provided £50k of funding to assist with the Cleansing Fleet Enhancement Project
Complex Lives Project Support (Partly funded)	Up	Up to £200,000	J Tully and D Sales	The provision of strategic advice, development and independent support to support senior managers and staff with progressing this project.

Table 2: Single Tender Actions

Title	Duration	Total Value	SRO	Description	Supplier
Requirement for Environmental Health Officers (EHOs) and Technical Support Officers (TSOs) to be required for 24hr shift rota cover for essential service delivery within the Port Health Service (Fully funded)	Up to 6 months	Up to £100,000	S Toland	The existing contracted provider for T1792 Provision of Temporary Agency Resources: Matrix SCM have confirmed they are unable to fulfil the required roles of Environmental Health Officer (Port Health) and Technical Support Officers within the contractually agreed time period.	MCS Group
The acquisition of a unique Giant Bubble Art Installation by Atelier Sisu	2 days	Up to £70,000	J Greer	The Festival Board decided that the unique design was best fitting to enhance the festival on an international setting with lots of social network opportunities to showcase Belfast's most iconic landmarks and enhance the ambience and curiosity around Belfast's Maritime Event offering.	Atelier Sisu
Provision of kerbside collections and treatment services for recyclable materials	Up to 12 months	Up to £2.3m	C Matthews	Requirement for the current contract to be extended for up to 12 months to enable the findings of a feasibility study and members feedback to be considered in the subsequent procurement exercise. There is no service provider currently in the local	Bryson Recycling

				market with the capacity or capability to tender for the service on a short-term contract basis. This was confirmed recently (Oct/Nov 22) when Bryson were the only supplier to express an interest as part of a pre-market engagement exercise.	
Catering service in Malone House	Up to 10 months	£453,000 estimated annual revenue for service provider. 5%/ £22k per annum estimated income for council	J Greer	Due to previous contractors withdrawing services and an increasing demand from residents and elected members to open this facility there is an urgent requirement to appoint a provider as soon as possible. Undertaking a publicly advertised tender process would delay appointment of a catering provider resulting in reputational damage for the council and the loss of further business. The council has struggled to secure and retain a catering service provider at this venue for a number of years despite number attempts via open tender competition.	TBC at later date. Dept in negotiations with a number of suppliers to secure service provision asap.

Table 3: Retrospective Single Tender Actions

Title of Contract	Duration	Total Value	SRO	Description	Supplier
Delivery of a feasibility study within the UKRI Pioneer Places funded Net Zero Belfast initiative (Fully funded)	Up to 3 months	Up to £59,915	J Tully	The funding award is to Belfast City Council so this will require a contract for the use of Energy Systems Catapult and allocation of external funding for that purpose.	Energy Systems Catapult
Printer copy charges	Up to 1 year	Up to £100,000	P Gribben	Payment of copy charges for existing multi-function printers. The supplier has exclusive rights to these printers and the STA is required in the interim pending a full refresh of our printer estate.	SCC

Appendix 1

Complex Lives Project Support	8 months	£45,000	J Tully	The provision of strategic advice, development and independent support to support senior managers and staff with progressing this project (August 22 to March 23 spend)	Marsh Public Service Solutions
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Subject:	Requests for the use of the City Hall and the Provision of Hospitality
Date:	21st April, 2023
Reporting Officer:	Nora Largey, Interim City Solicitor and Director of Legal and Civic Services
Contact Officer:	Aisling Milliken, Functions and Exhibition Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report
1.1	This report and the attached appendix contain the recommended approach in respect of those requests from external organisations for access to the City Hall function rooms received up to 3rd April.
2.0	Recommendations
2.1	The Committee is asked to approve the recommendations as set out in the attached appendix.
3.0	Main Report
3.1	<u>Background Information</u> The current criteria for use of the function rooms used to review external applications is as follows: Functions Permitted <ul style="list-style-type: none"> • functions which support other events in the City and which are of demonstrable economic benefit to Belfast whether organised by the council or not

	<ul style="list-style-type: none"> • functions which demonstrably enhance the city’s image nationally or internationally as a desirable commercial, business or tourist destination • functions designed to celebrate or commemorate a notable achievement or significant anniversary (25, 50, 100 years) by an organisation or body with close links to the city or province • functions organised by recognised local community or voluntary sector groups for non-profit and non-political purposes
3.2	<p>Functions Not Permitted</p> <ul style="list-style-type: none"> • conferences, meetings, seminars, performances, wedding receptions, private parties or receptions and similar booking requests in the prestige function rooms • functions, which have as their principal purpose the generation of commercial gain for the organisers. Charity-fundraising functions are managed by the Lord Mayor’s Office. • functions which have no compelling links to the council or the city specifically and which could instead use local private sector facilities • functions which have as their primary purpose the advancement of any political or religious cause or campaign or are otherwise potentially contentious or involve significant reputation risks for the Council. • functions which involve exceptionally large or disruptive set-ups or pose a real and tangible risk to the fabric of the building or grounds
3.3	<p><u>Key Issues</u></p> <p>The existing revised criteria and scale of charges have been applied to the various requests received and the recommendations herein are offered to the Committee on this basis for approval.</p>
3.4	<p>The attached schedule attached covers three applications for functions, scheduled for 2023 and 2025.</p>
3.5	<p><u>Financial and Resource Implications</u></p> <p>None.</p>
3.6	<p><u>Equality or Good Relations Implications / Rural Needs Assessment</u></p> <p>None.</p>
4.0	Documents Attached
	Schedule of function requests received up to 3rd April, 2023.

APRIL 2023 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2023 EVENTS						
EMBRACE	19 October 2023	<p>20th Anniversary Celebration of Embrace - a group of Christians working together to promote response to people seeking asylum, refugees and migrant workers.</p> <p>Numbers attending 50</p>	C	No charge as charity	Yes, Drinks reception as anniversary	<p>Approve No Charge Drinks Reception</p> <p><i>£500 given to their chosen caterer.</i></p>
2025 EVENTS						
Belfast Philharmonic Society	21 June 2025	<p>Belfast Philharmonic Society 150th Anniversary Dinner - Drinks Reception, Awards, Dinner and entertainment.</p> <p>Numbers attending – 200</p>	C	No Charge as charity	Yes, Wine Reception as significant anniversary	<p>Approve No Charge Wine Reception</p> <p><i>£500 given to their chosen caterer for wine on arrival</i></p>
C S Lewis Foundation	24 July 2025	<p>Opening Reception for C S Lewis Summer Institute for guests attending their 7-day conference taking place in QUB.</p> <p>Numbers attending - 300</p>	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	<p>Approve No Charge No hospitality</p>

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