



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	The purpose of this report is to: <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	The Committee is asked to: <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
	<p data-bbox="252 192 528 226"><u>Competitive Tenders</u></p> <p data-bbox="165 241 1479 376">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.</p> <p data-bbox="165 443 1479 577">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.</p> <p data-bbox="165 645 1479 734">3.3 Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p data-bbox="252 790 644 824"><u>Single Tender Actions (STAs)</u></p> <p data-bbox="165 898 948 931">3.4 The following STAs are being submitted for approval:</p> <ul data-bbox="301 999 1479 2103" style="list-style-type: none"> <li data-bbox="301 999 1479 1335">• 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. <li data-bbox="301 1357 1479 1581">• 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. <li data-bbox="301 1603 1479 1984">• 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. <li data-bbox="301 2007 1479 2103">• 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>