



## Belfast City Council

<b>Report to:</b>	Strategic Policy and Resources Committee.
<b>Subject:</b>	Tendering of Gasworks shuttle bus service
<b>Date:</b>	14 December 2012
<b>Reporting Officer:</b>	Gerry Millar, Director of Property and Projects, Ext. 6217
<b>Contact Officer:</b>	Ruth McClean, Estates Surveyor, Ext. 3495

<b>1</b>	<b>Relevant Background Information</b>
1.1	Members will be aware that under the revised scheme of delegation, approval must be sought from the relevant committee prior to inviting tenders for the supply of goods or services.
1.2	This report seeks authority to tender for a provider of the Gasworks shuttle bus service for up to a further five years.

<b>2</b>	<b>Key Issues</b>
2.1	In order to assist with the development of the Gasworks as a business location, the Council introduced a shuttle bus service to the city centre. The service, currently operated by Translink, is free at the point of use. It was initially subsidised by the Council with the remainder paid for by the tenants. Now the full cost is paid by the tenants through the annual service charge.
2.2	The existing contract with Translink will expire shortly. In line with RICS service charge guidance, consultation with the tenants was undertaken to assess their support for continuing with the service. In addition, analysis of passenger numbers shows that the service remains well used.

<b>3</b>	<b>Resource Implications</b>
3.1	<u>Financial</u> There should be no cost to the Council as the cost is recovered from the tenants through the annual service charge. The only risk is tenant default which would be pursued through CTU.
3.2	<u>Human Resources</u>

	Resource will be required from Estates and Procurement for drawing up tender documents and analysing bids and from Estates through managing the contract throughout its term.
3.3	<p><u>Asset and Other Implications</u></p> <p>The shuttle bus assists with the investment value of the Council's interests at the Gasworks by helping to make the Gasworks an accessible business location and by relieving management issues such as parking congestion.</p>

<b>4</b>	<b>Equality and Good Relations Considerations</b>
4.1	There are no known equality or good relations issues associated with this report.

<b>5</b>	<b>Recommendations</b>
5.1	Committee is recommended to grant authority for a tendering exercise and for the Director of Property and Projects to award the contract after evaluation of tenders.