



Subject:	Contracts for Award
Date:	23 November 2018
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources Gerry Millar, Director of Property and Projects
Contact Officer:	Valerie Cupples, Procurement 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"/>
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	The purpose of this report is to: <ul style="list-style-type: none">• Seek approval from Members to allow the advancement and award of tenders as outlined in Appendix 1, Table 1 in accordance with the Scheme of Delegation.• Seek approval from Members to allow extensions as detailed in Appendix 1, Table 2.• Seek approval from members to allow the advancement and award of Direct Award tenders as outlined in Appendix 1 Table 3 in accordance with the Scheme of Delegation
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none">• Approve the public advertisement and acceptance of tenders as listed in Appendix 1, Table 1 through the Council's electronic procurement system. Members are advised that these tenders will only be advertised when they have gone through the Councils

	<p>internal governance process which include demonstrating strategic alignment with the Belfast Agenda</p> <ul style="list-style-type: none"> • Grant delegated authority to the appropriate Director using pre-agreed criteria the most economically advantageous tender. • Allow month by month extensions where contracts are under review as outlined in Appendix 1, Table 2 • Agree to acceded to Standing orders 55(a) exceptions in relations to contracts by direction of the councils acting on recommendations of a Chief Officers that the exception is justified in special circumstances for the contracts laid out in 3.6 and Appendix 1 Table 3
3.0	Main report
	<u>Key Issues</u>
3.1	<p>Section 2.5 of the Council's Scheme of Delegation outlines that under Standing Order 60(a) any contract that exceeds the statutory amount (currently £30,000) needs to 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>
3.2	<p>The tenders submitted for approval in Appendix 1, Table 1, have been forwarded by Departments for approval. Departments have been required to provide assurance that provision for the expenditure has either been made within their departmental budgets or approval has been sought from the Director of Finance and Resources that this expenditure has been provided for within a corporate budget.</p>
3.3	<p>Members should note that they are being asked to approve tenders in principal, after which the internal governance process demonstrating strategic alignment with the Belfast Agenda will be applied. As part of this process, Departments have also provided assurance that appropriate resources are available within their departments in order to effectively administer and management any contract(s).</p>
3.4	<p>In accordance with Standing Orders these tenders shall comply with the relevant requirements of national legislation and European directives and be overseen by Corporate Procurement Services.</p>
3.5	<p>This report relates to corporate and departmental supplies and services contracts only. The procurement of services and works contracts relating to the capital procurement is dealt with under the Capital Programme reports in accordance with the approved stage approval process.</p>

3.6	<p><u>Direct Award Contracts</u></p> <p>Members are asked to accede to Standing Order 55(a), exceptions in relation to a contracts by direction of the council acting on the recommendation of a Chief Officer that the exception is justified in special circumstances for the following as per Appendix 1 Table 3</p> <ul style="list-style-type: none"> • Following the Bank Buildings fire supporting business in the city centre has been identified by Members as a priority with provision made for any measure that will support the recovery of the city centre and that will attract people to the city centre. The first response was that Cathedral Quarter Trust (CQT) were appointed to deliver a initial programme with a modest budget to animate the city centre. As the full impact of the fire has been realised, and following allocation of council and government funding, it has been recommended that a complete event management responsibility (event management plans, risk assessment and public liability cover) and programming be put in place. Following a value for money assessment and two suppliers were identified to conduct the work. <p><u>Financial & Resource Implications</u></p> <p>3.7 The financial resources for these contracts will be met within the current departmental budgets and the proposed departmental estimates process which are taken forward through the rate setting process.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>3.8 No specific equality or good relations implications.</p>
4.0	Appendices - Documents Attached
	<p>Appendix 1 Schedule of Tenders for Consideration / Notation</p> <p>Table 1 – New tenders</p> <p>Table 2 – Contracts for extension of contract period</p> <p>Table 3 - Direct Award Contracts (Single Tender Action)</p>