



Subject:	Contracts Update
Date:	12 April 2019
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources Gerry Millar, Director of Property and Projects
Contact Officer:	Noleen Bohill, Head of Commercial & 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"/>
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 update Members on Contracts for Award for this month and to notify Members of the proposed extension of an existing contract that the Council has with LPS for the provision of detailed property surveys update
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 Council's internal governance process which include demonstrating strategic alignment with the Belfast AgendaGrant delegated authority to the appropriate Director using pre-agreed criteria the most economically advantageous tender.

	<ul style="list-style-type: none"> • Agree to accede to Standing Order 555(b) exceptions in relation to contracts by direction of the council acting on recommendation of a Chief Officer that the exception is justified in special circumstances for the contracts laid out in 3.6 and Appendix 1 Table 2 • note that the Council has an existing contract with LPS for the provision of detailed property surveys. LPS have requested that this contract is extended for another year. Members are asked to agree this • note the update on the City Revitalisation Programme
3.0	Main report
3.1	<p><u>Key Issues</u></p> <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 manage 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 (b) exception in relation to contracts allowed by a Chief Officer certifying that that the exception is justified in special circumstances for the following and as per Appendix 1 Table 2</p> <ul style="list-style-type: none"> In June 2018, following a competitive tender process the contract for Event Management & Support Service for MIPIM was awarded to Lanyon Communications, the only supplier to submit a bid. The contract ends of 30 April 2019. This year the sponsorship fund amounted to £426,730. Officers are now progressing follow-ups with individual investors and investment companies. There is however an urgent need for immediate planning and work to commence on the MIPIM 2020 programme in order to build on the success of the 2019 event. This will include generation of sponsorship revenue, investor and developer targeting, pavilion design, and the development of the themes and objectives for the 2020 programme. This STA is an extension to the current contract to ensure that the deadlines for next year are met. Members are asked to note that the contract for MIPIM 2021 will be re-tendered as listed on Appendix 1
3.7	<p><u>Extension of existing Council contract</u></p> <p>Members are asked to note that the Council currently provides a service to LPS in respect of carrying out detailed property surveys. The Council carries out these surveys on buildings on behalf of LPS. LPS have requested that this contract is extended for a further year. Members are asked to agree this extension.</p>
3.8	<p>City Revitalisation Programme</p> <p>The City Revitalisation Programme and associated budget was ratified at council in March 2019, with delivery to be in the public domain in May. Due to the extreme urgency and tight timeframe the marketing and communication work strand, with a value of £300,000 will need to be procured and initiated immediately. Members are being asked to approve this in principal. Following consultation with Legal Service, It is anticipated that this will actioned, in line with council governance, via the corporate exceptional procurement process and reported as an STA in the June Contract for Award report.</p>
3.9	<p><u>Financial & Resource Implications</u></p> <p>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>
3.10	<p><u>Equality or Good Relations Implications</u></p> <p>No specific equality or good relations implications.</p>

4.0	Appendices - Documents Attached
	Appendix 1 Schedule of Tenders for Consideration / Notation Table 1 – New tenders Table 2 – Direct Award Contracts (Single Tender Action)