

Public Document Pack

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

23rd October, 2024

MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Dear Alderman/Councillor,

I enclose a copies of the reports for the following items to be considered at the meeting to be held at 9.30 am on Friday, 25th October, 2024.

Yours faithfully,

John Walsh

Chief Executive

AGENDA:

7. **Finance, Procurement and Performance**

- (a) Contracts (Pages 1 - 6)

9. **Operational Issues**

- (i) Minutes of the Meeting of the City Regeneration Members Working Group - 03.10.24 (Pages 7 - 10)

10. **Issues raised in advance by Members**

- (a) Fundraising box at the City Hall Christmas Tree - Councillor McKeown to raise

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Subject:	Contracts Update
Date:	25 th October 2024
Reporting Officer:	Sharon McNicholl, Deputy Chief Executive / Director of Corporate 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"/>								
<p>Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.</p> <p>Insert number <input style="width: 30px; height: 20px;" type="text"/></p> <ol style="list-style-type: none"> 1. Information relating to any individual 2. Information likely to reveal the identity of an individual 3. Information relating to the financial or business affairs of any particular person (including the council holding that information) 4. Information in connection with any labour relations matter 5. Information in relation to which a claim to legal professional privilege could be maintained 6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction 7. Information on any action in relation to the prevention, investigation or prosecution of crime 									
<p>If Yes, when will the report become unrestricted?</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">After Committee Decision</td> <td style="width: 30%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>After Council Decision</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Sometime in the future</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Never</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		After Committee Decision	<input type="checkbox"/>	After Council Decision	<input type="checkbox"/>	Sometime in the future	<input type="checkbox"/>	Never	<input type="checkbox"/>
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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 or Summary of main Issues
1.1	The purpose of this report is to:

	<ul style="list-style-type: none"> Seek approval from members for tenders, contract modifications to contract term and Single Tender Actions (STA) over £30,000 <p>And to ask members to</p> <ul style="list-style-type: none"> Note retrospective Single Tender Actions (STAs)
2.0	Recommendations
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) Approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (Table 3)
3.0	Competitive Tenders
3.1	Section 2.5 of the Scheme of Delegation states 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 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.
3.4	The Committee is asked to approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1)
	Single Tender Actions (STAs)
3.5	The Council's current Single Tender Action (STA) process, which has been in place since 2020, provides assurance that the Council continues to comply with its obligations under the Public Contracts Regulations 2015 'PCRs' and internal governance arrangements including required controls and approvals. It mirrors the PCRs setting out the exceptional and specific circumstances when a STA can be used (see STA/ Direct Award Reasons Table in Appendix 1).
3.6	To support Officers understanding and to build capability CPS also offer STA Process training on a regular basis.
3.7	In line with Standing Order 55 the Committee is asked to note the award of the following retrospective STAs:

3.8	<ul style="list-style-type: none"> Contract for up to £140,000, for up to 18 months, awarded to Clear Channel, for advertising panels at bus stops and outside newsagents. For the advertising of Council initiatives to the citizens of Belfast and areas of Northern Ireland as required. Clear Channel is the only company that provides advertising at bus stops and newsagents in Northern Ireland. Contract for up to £140,000, for up to 18 months, awarded to Global for bus internal and external advertising. For the advertising of council initiatives to the citizens of Belfast and in areas of Northern Ireland as required. Global is the only company to provide advertising on Metro and Ulsterbus buses in Northern Ireland. <p>Further details on these STAs are set out in Appendix 1 (Table 2).</p>				
Modification to Contract					
3.9	<p>The Committee is asked to approve the following modification of the contract as per Standing Order 37a:</p> <ul style="list-style-type: none"> Up to an additional 9 months and £467,000, awarded to NSL Service Group for the Procurement of Public Bike Share Scheme. <p>Previous Contract modification approved by SP&R in Jan 2024 for additional 9 months and £391,000.</p> <p>Further details on these contract modifications are set out in Appendix 1 (Table 3).</p>				
STA and Contracts <£30k Reporting					
3.10	<p>At SP&R in October 2023 the Committee agreed that 'the quarterly finance report should, in future, include information on expenditure on Single Tender Actions and on the number and value of contracts under £30,000.</p> <p>Quarter 2 2024/25 is provided below:</p> <p>STAs awarded FY 24/25 Qtr 2</p> <table border="1" data-bbox="252 1608 817 1742"> <thead> <tr> <th data-bbox="252 1608 512 1675">Number of STA contracts</th> <th data-bbox="517 1608 817 1675">Total value of STA contracts</th> </tr> </thead> <tbody> <tr> <td data-bbox="252 1675 512 1742">10</td> <td data-bbox="517 1675 817 1742">£145,698</td> </tr> </tbody> </table>	Number of STA contracts	Total value of STA contracts	10	£145,698
Number of STA contracts	Total value of STA contracts				
10	£145,698				
Financial & Resource Implications					
3.11	The financial resources for these contracts are within approved corporate or departmental budgets				
Equality or Good Relations Implications / Rural Needs Assessment					
3.12	None				
4.0 Appendices – Documents Attached					
	<p>Appendix 1</p> <ul style="list-style-type: none"> Table 1 - Competitive Tenders 				

	<ul style="list-style-type: none">• Table 2 - Single Tender Actions• Table 3 - Modification to Contract
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Table 1: Competitive Tenders

Title of Tender	Proposed Contract Duration	Est. Max Contract Value	SRO	Short description of goods / services
Supply of vehicle spare parts and consumables	Up to 4 years	£400,000	D Sales	To supply a wide range of spare parts and consumables to support the maintenance and operation of the Council's 400+ fleet.
Security guarding services	Up to 5 years	£5,000,000	N Largey	To fulfil security responsibilities across the Council in respect of the safety and security of staff, the public and buildings. Security services include manned guarding, keyholding, mobile patrolling and events stewarding.
Taxi services	Up to 3 years	£165,000	T Wallace	For the transportation of Staff and Members for the purposes of Council business
Replacement of external firewalls	Up to 5 years	£365,000	P Gribben	Current firewall will require license upgrades in March. Project includes replacement of current hardware with higher specification hardware and licenses which represents the best VFM option.
Occupational health service	Up to 3 years	£900,000	C Sheridan	Provision of occupational health services for staff in line with HR policies and procedures. Previously approved April SP&R for £380,000. Error with original contract value estimate. Now updated.
Employee Counselling Service	Up to 3 years	£900,000	C Sheridan	Provision of an employee counselling service for staff in line with HR policies and procedures
Provision of building management, operation and café provision at 2 Royal Avenue, Belfast	Up to 12 months	£196,096	D Martin	2 Royal Avenue has been operating since 2022 providing a non-commercial space in the heart of the city providing citizens and visitors with a free and accessible place to relax, have a coffee and enjoy an arts and cultural offering.

Appendix 1

Segmentation tool to provide resident classifications at a post code level including health and wellbeing issues and characteristics	Up to 2 years	£32,734	J Tully	The need to meet the requirement arising from the Belfast Agenda specifically around health and wellbeing and to understand the behaviours of our residents at a post code level for communications, engagement and interventions.
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Table 2: Single Tender Actions

Title	Duration	Est. Max Contract Value	SRO	Description	Supplier
Advertising panels at bus stops and outside newsagents	Up to 18 months	£140,000	E McConville	For the advertising of council initiatives to the citizens of Belfast and areas of Northern Ireland as required. Clear Channel is the only company that provides advertising at bus stops and newsagents in Northern Ireland.	Clear Channel
Bus internal and external advertising	Up to 18 months	£140,000	E McConville	For the advertising of council initiatives to the citizens of Belfast and in areas of Northern Ireland as required. Global is the only company to provide advertising on Metro and Ulsterbus buses in Northern Ireland.	Global

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Table 3: Modification to Contract

Title of Contract	Duration	Modification	SRO	Description	Supplier
Procurement of Public Bike Share Scheme.	Up to 9 years	Additional 9 months and £476,080	D Martin	<p>Previous Contract Modification approved by SP&R in Jan 2024 for additional 9 months and £391,000 for the period of March 2024 – December 2024.</p> <p>From January 2025 the monthly fee will increase to £52,897.78, increasing the additional 9 months to £476,080.</p>	NSL Service Group

City Regeneration Members' Working Group

Thursday, 3rd October, 2024

MEETING OF THE CITY REGENERATION MEMBERS' WORKING GROUP

Members present: Aldermen Copeland and McCullough; and
Councillors de Faoite, R. McLaughlin (for Councillor Beattie)
and Smyth.

In attendance: Mr. J. Walsh, Chief Executive;
Ms. S. McNicholl, Deputy Chief Executive/Director
of Corporate Services;
Ms. N. Largey, City Solicitor/Director of Legal and
Civic Services;
Ms. C. Reynolds, Director of City Regeneration and
Development;
Ms. S. Grimes, Director of Property and Projects;
Mr. D Martin, Strategic Director of Place and Economy
Mr. T. Wallace, Director of Finance; and
Mr. J. Hanna, Democratic Services and Governance Manager.

Election of Chairperson

The Group agreed that Alderman McCullough be elected Chairperson until the date of the Annual Meeting of the Council in June.

Apologies

No apologies were reported.

Declarations of Interest

No declarations of interest were recorded.

Standing Business Orders

Terms of Reference

The Working Group affirmed the Terms of Reference which had been considered by the Strategic Policy and Resources Committee at its meeting on 28th June:

City Regeneration Members' Working Group

"1. Purpose

The City Regeneration Members' Working Group will be responsible for providing cross-party strategic advice to identify and prioritise issues and opportunities relating to major

development sites, aimed at regenerating the city and with a specific focus initially on improving the function and vibrancy of the city centre and key regeneration schemes eg Tribeca to ensure the delivery of the aspirations of the Belfast City Centre Regeneration & Investment Strategy and the Belfast Agenda are embedded to ensure optimum physical, social and economic outcomes are derived.

2. Terms of Reference

Specifically, the Working Group will:

- Act as a reference panel for major regeneration schemes and its influence and impact on the wider development and regeneration of the city.
- Collectively identify opportunities and challenges and prioritise actions, partnership working and investment opportunities which may be subsequently brought forward via the Councils Committee processes.
- Consider regeneration scheme proposals in the context of the Place Based Growth Proposition (as reported to SPR) and the emerging aligned Regeneration Framework as a tool to assist in the assessment and prioritisation of regeneration projects.
- Consider the city-centre dimension of key strategic plans and projects such as the Belfast Agenda, A Bolder Vision, cultural strategy, tourism plan etc – including developing a sustainable and inclusive city centre which will attract a residential population, retain and attract talent and inclusive investment.
- Consider how development proposals relating to specific regeneration schemes can be optimally developed in order to deliver on outcomes and maximise the opportunities for city centre investment and regeneration.
- Identify where the Council or other public sector bodies could assist in order to facilitate the timely and optimal development of specific regeneration schemes for the benefit of the city and within the policy context of the Belfast Agenda, BCCRIS and the LDP.

3. Membership

The Working Group will comprise of Party Leaders or their nominees.

4. Chairperson

The Chair shall be appointed by the Members at the first meeting. A Chairperson be appointed on an annual basis. This item of business will be placed on the agenda for the first meeting of each Working Group following the Annual Council meeting each year.

5. **Reporting Mechanism**

In keeping with its advisory role, the Working Group will provide recommendations to committees on relevant items. Unless specifically sought from a specific committee, recommendations made by the Working Group will be subject to ratification by the SP&R Committee.

6. **Frequency of meetings**

The Group will normally meet on a quarterly basis unless otherwise required.”

Regeneration Framework
(presentation by Avison Young)

The Working Group was advised that Ms. Nicola Rigby, Avison Young, was in attendance to provide a presentation on the Regeneration Framework and she was welcomed by the Chairperson.

Ms. Rigby outlined the rationale of the Framework and its use to help prioritise catalytic projects and programmes that maximise outcomes for the city, and the steps in the Framework, including how it can be applied to assess strategic acquisition , which included:

- Step 1: Gateway Assessment – to define whether projects should proceed to a more detailed consideration.
- Step 2: Detailed Project Review – for projects which passed the initial gateway assessment. To test the alignment and readiness of projects.
- Step3: Project Categorisation - the outcome of steps 1 and 2, identifying actions/next steps associated with projects.

The Group noted the presentation and the details of the Regeneration Framework, and in answer to a query from a Member on its use in relation to asset disposals, Ms Rigby confirmed that it could be used for this and highlighting that it was about using it to assess the outcomes from any disposal, as aligned to city priorities.

Update on City Regeneration

Belfast City Centre Regeneration and Investment Strategy Stocktake (Verbal Update)

The Director of City Regeneration and Development advised the Members that the City Growth and Regeneration Committee had agreed that, as part of its Committee Plan, that a 10-year stocktake of the Belfast City Centre and Investment Strategy (BCCRIS) be undertaken which would build on the work of the annual Regeneration Trackers which update on development activity.

The Director reported that the stocktake involved looking back at what had been envisaged through the BCCRIS, taking stock in order to assist in a focus to looking forward. The stocktake was not seeking to rewrite the strategy, which had been subject to extensive consultation at the time of its development, including cross party-political support from the

Council Party Group Leaders and adopted by DSD (DfC) at the time as their regeneration policy for the city centre.

The stocktake had provided an opportunity to look at the progress and the future opportunities through the lens of an evolving city centre, building on existing agreed principles as set in our inclusive growth strategy and the Belfast Agenda and A Bolder Vision, all key aspects which have come forward since the launch of the strategy back in 2015.

Importantly, when BCCRIS had been published in 2015, it was recognised that, to deliver on the collective ambition, it would require collective and collaborative working across the public sector, third sector and private sector, this was still very much the case today. Given the comprehensive nature of BCCRIS, and recognition that the ambition was collective and would require significant partnership working, it had been important that the stocktake be shaped not only by the annual regeneration trackers but by engagement.

The Director then provided an overview of key regeneration and development activity that had taken place over the past 10 years across the various policy areas and priorities within BCCRIS. She highlighted the engagement which had taken place, the role of the city centre, the future city centre programme performance dashboard, and the emerging key areas of focus for the next 5-10 years, based on the existing strategy and the views of the various stakeholders

She concluded by advising the Group that a stocktake event, which would bring together representatives from the public, private and third sectors to celebrate key BCCRIS developments delivered over the past decade and highlight key areas of focus and priorities going forward to support the continued growth and regeneration of the city core, the surrounding areas to 2030, would be held in the City Hall, proposed for 25th November.

The Director then answered a number of questions from the Members, following which the Working Group noted the information which had been provided, including agreement that there was value in the stocktake and the proposed BCCRIS summit event led by the Council in terms of commitment to the future growth of the city, and Members noted the need to ensure that this also includes key asks of partners. A Member also highlighted the potential to look at enhanced engagement between the City Regeneration and Growth and Planning Committees

Tribeca and Assembly Rooms (Verbal Update)

The Working Group noted an update on Tribeca and the Assembly Rooms.

Housing Led Regeneration (Verbal Update)

The Director of City Regeneration and Development provided an update on the Housing Led Regeneration Programme, which included a brief update on the Council's Procurement Process to appoint a Public Sector Partner to deliver on housing led regeneration at scale; the Inner North West Development Brief and the city wide Strategic Site Assessments.

Noted

Chairperson