



<b>Subject:</b>	Contracts Update
<b>Date:</b>	25 <sup>th</sup> October 2024
<b>Reporting Officer:</b>	Sharon McNicholl, Deputy Chief Executive / Director of Corporate Services
<b>Contact Officer:</b>	Noleen Bohill, Head of Commercial and Procurement Services

<b>Restricted Reports</b>									
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>								
<p><b>Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.</b></p> <p>Insert number <input type="checkbox"/></p> <ol style="list-style-type: none"> <li>1. Information relating to any individual</li> <li>2. Information likely to reveal the identity of an individual</li> <li>3. Information relating to the financial or business affairs of any particular person (including the council holding that information)</li> <li>4. Information in connection with any labour relations matter</li> <li>5. Information in relation to which a claim to legal professional privilege could be maintained</li> <li>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</li> <li>7. Information on any action in relation to the prevention, investigation or prosecution of crime</li> </ol>									
<p><b>If Yes, when will the report become unrestricted?</b></p> <table style="width: 100%;"> <tr> <td style="width: 80%;">After Committee Decision</td> <td style="width: 20%;"><input type="checkbox"/></td> </tr> <tr> <td>After Council Decision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Sometime in the future</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Never</td> <td><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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Never	<input type="checkbox"/>								

<b>Call-in</b>	
<b>Is the decision eligible for Call-in?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The purpose of this report is to:

	<ul style="list-style-type: none"> <li>Seek approval from members for tenders, contract modifications to contract term and Single Tender Actions (STA) over £30,000</li> </ul> <p>And to ask members to</p> <ul style="list-style-type: none"> <li>Note retrospective Single Tender Actions (STAs)</li> </ul>
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li>Approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (<b>Table 1</b>)</li> <li>Approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (<b>Table 2</b>)</li> <li>Approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (<b>Table 3</b>)</li> </ul>
<b>3.0</b>	<b>Competitive Tenders</b>
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 ( <b>Table 1</b> )
	<b>Single Tender Actions (STAs)</b>
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"> <li>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.</li> <li>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.</li> </ul> <p>Further details on these STAs are set out in Appendix 1 (<b>Table 2</b>).</p>				
<b>Modification to Contract</b>					
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"> <li>Up to an additional 9 months and £467,000, awarded to NSL Service Group for the Procurement of Public Bike Share Scheme.</li> </ul> <p>Previous Contract modification approved by SP&amp;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 (<b>Table 3</b>).</p>				
<b>STA and Contracts &lt;£30k Reporting</b>					
3.10	<p>At SP&amp;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><b>STAs awarded FY 24/25 Qtr 2</b></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
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<b>Financial &amp; Resource Implications</b>					
3.11	<p>The financial resources for these contracts are within approved corporate or departmental budgets</p>				
<b>Equality or Good Relations Implications / Rural Needs Assessment</b>					
3.12	<p>None</p>				
<b>4.0 Appendices – Documents Attached</b>					
	<p>Appendix 1</p> <ul style="list-style-type: none"> <li>Table 1 - Competitive Tenders</li> </ul>				

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|  | <ul style="list-style-type: none"><li>• Table 2 - Single Tender Actions</li><li>• Table 3 - Modification to Contract</li></ul> |
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