



Belfast City Council

Report to:	Development Committee
Subject:	Tenders for Annual Events
Date:	13 October 2010
Reporting Officer:	Mr Tim Husbands, Head of City Events and Venues (ext 3459)
Contact Officer:	Mr Gerry Copeland, City Events Manager (ext 3412)

Relevant Background Information

Over the last fifteen years Belfast City Council has developed an annual programme of events. These events span the calendar year from the St Patrick's Day concert and parade in March to the Christmas Switch-on concert in November and include major sporting events including the Belfast City Marathon. The events in 2009 attracted nearly 1.4 million people, generating almost £18 million additional economic activity for Belfast.

The annual budget for these events is £1.5 million. With 2009 annual return on the Council's investment averaging just under £6.80 of every £1 invested by BCC. The events have also attracted on average 7% of out-of-state visitors adding to the vibrancy and cultural activity of Belfast. The programme is also an attraction to local citizens and rate payers, providing large-scale free public events with extensive positive media coverage.

Key Issues

Tenders for Provision of Events Services 2008 - 2011

To enable the delivery of the Council's events programme a number of supply services are required. These services have been tendered over the last seven years and the existing contract will expire by October 2011. Members are requested to give approval for the Department to go to public tender on the following items and delegate authority for their approval to the Director of Development.

- Production management, PA, Stage and Lighting. This entails the supply of generators, port-a-cabins, fencing, PA and stage and lighting equipment, along with ancillary services connected to major public events. Total cost of the current contract is £221,000 per annum.
- Supply and management of LED Screens – Over the annual events programme a number of large-scale LED screens (25m²) are required. This tender would include recording and outside broadcast facilities. Total cost is currently £52,000 per annum.
- Stewarding – Professional stewarding is required to deliver the events. The total

cost of this tender would be approximately £75,000 per annum. This tender is issued in conjunction with other BCC departments.

- Fireworks/stage pyro-techniques and lasers – The Council's annual Halloween event utilises this service, with total cost of the service over a three period costed at £30,000.00 per annum.

Resource Implications

Financial

The costs connected to these services would be sourced via the Council's annual events finances. The tenders would be subject to finances being made available and the Council would hold the right to cancel any of the services if the required budgets were not available.

Recommendations

The Committee is requested to agree to the issuing of the aforementioned tenders and delegated authority for the Director of Development to sign these off. This process would be subject to BCC budgets being made available and input from BCC Legal Services and Procurement sections.

Decision Tracking

Officers will monitor the tender process and evaluate applications with BCC's Procurement Unit.

Timeframe: Start Date: January 2011
 Completion: October 2011

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