



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Extension to Existing Tenders within Parks and Leisure
Date:	5 December 2013
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officer:	Pearse McCormick, Finance & Systems Manager

1	Relevant Background Information
	Members approve the department's planned tender procurement activity twice annually. This approval is translated into the formal programme of work for the department, in conjunction with the council's central procurement team. However, due to the volume of procurement within the department a delay has been experienced in 3 tenders listed below that were part of that programme. This means that new contracts will not be in place prior to expiry of the current ones.

2	Key Issues
	<p>The tenders affected are;</p> <ul style="list-style-type: none">• Provision of a franchise catering facility at Belfast Zoo• Provision of a veterinary service at Belfast Zoo• Supply and delivery of pool chemical to leisure centres and Belfast Zoo <p>These contracts were already approved for tendering by members earlier this year. The department continues to liaise with Corporate Procurement to plan and progress all tender activities however delays have occurred with these procurement exercises. We have been advised by Corporate Procurement that there will be a need to extend existing contracts to facilitate the processes that are underway. Therefore it is proposed that Members approve extensions until such time as the new tenders are awarded. Indicatively, initial extensions will be required for the following duration;</p> <ul style="list-style-type: none">• Franchise catering – 3 months• Veterinary Services – 4 months• Pool chemicals – 4 months <p>We will endeavour to ensure that extensions are kept to the minimum period required.</p>

3	Resource Implications
	<p><u>Financial</u> If extended the current contractual arrangements, in terms of cost or income received, will remain.</p>

	<p><u>Human Resources</u> There are no additional human resource implications</p> <p><u>Asset and Other Implications</u> There are no additional asset implications. However, the department will undertake a review of its procurement planning, to ensure that all future activities are delivered on time.</p>
4	Equality and Good Relations Considerations
	None as the tenders are widely advertised

5	Recommendations
	It is recommended that Members approve the extensions requested.

6	Decision Tracking
	All new tenders, as far as possible, to be issued, evaluated and approved during the financial year 2013/14

	Key to Abbreviations
	None

	Documents Attached
	None