



Subject:	Contracts Update
Date:	21 February 2020
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director of Finance and Resources
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"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
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 and STAs over £30,000
2.0	Recommendations
2.1	The Committee is asked to: <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).
3.0	Main report
3.1	<u>Publically Advertised Tenders</u> 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

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.

Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.

3.2 Single Tender Actions (STAs)

(a) Rate Relief System for iWorld (NIHE)

The Council's Digital Services team is contracted to provide ICT services to the Northern Ireland Housing Executive (NIHE). These services include the hosting and support of the 'iWorld' Housing Benefit System.

Northgate have proprietary rights for the iWorld' Housing Benefit System.

The iWorld system is used to administer council tax across the UK; however, as rate relief legislation is unique to Northern Ireland the system has no integrated rate relief model within the system. A workaround, implemented in 2006/7 as a short term fix at the time, requires manual input and resources to manage and is now unsustainable. Northgate will create bespoke solution for the system enable more automated management of an additional 50,000 owner occupier cases, calculate rate relief, make payments and manage under/ over payments and adjustments.

(b) Belfast City brand advertising at George Best Airport

An excellent opportunity has become available at the George Best Belfast City Airport for the Council to promote the Belfast City brand. Approximately 2.7 million passengers and 1.3million meters and greeters are present at the Airport each year so this advertising opportunity has the potential to reach a vast audience and will have mass appeal.

(c)	<p><u>Professional Services for the Innovation Factory Operator Contract</u></p> <p>The Council has in place a contract with Oxford Innovation for the delivery of the Innovation Factory at Forthriver. Since 2015 KPMG have been contracted to help the Council procure, implement and contract manage the Innovation Factory contract. The current STA agreement with KPMG ended in January 2020 and so a new STA is required to keep KPMG in place to provide limited contract and performance management support until the expiry of the Innovation Factory contract in 2026 given their in depth knowledge and workings of the contract.</p>
(d)	<p><u>Energy Management Services</u></p> <p>The Council currently has in place a STA agreement with Schneider Electric who portfolio manage the purchase of electricity and gas on behalf of the Council. This service allows the Council to best leverage its buying power and purchase the utilities within budgets and best value for money. A STA is required to ensure continuity of service as the Council is now locked into a further period of 12 months until 31st March 2021 in accordance with the current STA terms and conditions. It is the Council's intention to re-tender this requirement by 31st March 2021.</p>
3.3	<p><u>Financial & Resource Implications</u></p> <p>The financial resources for these contracts are within approved corporate or departmental budgets</p>
3.4	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4.0	Appendices – Documents Attached
	<p>Appendix 1</p> <p>Table 1 Publically Advertised Tenders</p> <p>Table 2 Single Tender Actions (STA)</p>