

# External Venues

**REPORT TO:** Gary Fielding, Corporate Director, Strategic Resources

**DECISION DATE:** 18 September 2020

**SUPPORTING ANNEX:** None

## PROPOSED RECOMMENDATION

It is recommended that the Authority approves the utilisation of the final available extension to the External Venues contract. The option to extend runs from 27 February 2021 to 26 February 2022.

## BACKGROUND TO SUPPORT THE RECOMMENDATION

The contract for External Venues was a direct award through a framework and commenced on 1 June 2019 with an initial term of one year. There were two options to extend; 1 June 2020 to 26 February 2021 (9 months) plus 27 February 2021 to 26 February 2022 (12 months). The first extension to February 2021 was approved through the Gateway process in June 2020.

Since the first extension was drafted, the effects of the Covid-19 pandemic have taken hold. Travel was restricted and many venues had to close their doors to the general public.

NYCC ceased all bookings until 30 June 2020 but these are now slowly being re-introduced as appropriate. It is difficult to know what the new “normal” will be going forward with home working set to continue for the majority of Authority staff until at least the New Year. This may impact on future service volumes.

Taking the above facts into account, it would not be considered prudent to re-procure the service at present.

## LEGAL AND GOVERNANCE COMPLIANCE

There is provision to extend the existing contract for a period of 12 months and this falls under the following “safe harbours” detailed in Regulation 72 of the Public Contract Regulations 2015:

72 (1) (b) – more of the same;

72 (1) (e) – not substantial.

This arrangement is agreed between both parties at operational level.

As the whole life cost of the contract exceeds the financial thresholds specified in Rule 18.2 of the Procurement and Contract Procedure Rules, the Gateway process will be completed and signed off by the relevant officers. If approved, a contract extension document will be drafted for signature.

## **RECOMMENDATION**

It is recommended that the Authority approves the utilisation of the 12-month extension.