

<b>Report on</b>	Mobile Vendor Opportunities
<b>Date of Meeting</b>	14 <sup>th</sup> March 2024
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director for Health, Leisure & Wellbeing
<b>Contact Officer</b>	Paul Bailie, Open Spaces & Outdoor Recreation Development Manager

<b>Is this report restricted for confidential business?</b>  If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek Member's views on a proposed approach to make available specific Council managed open spaces & recreation sites for mobile vendors.
<b>2.0</b>	<b>Background</b>
2.1	Mobile vendors are recognised operators that sell prepared food or drink from a vehicle or trailer and can offer a wide range of hot/cold food, confectionery, and drink options to the passing public. Mobile vendors have become especially popular at outdoor venues and green spaces such as town and country parks and in normal times, can provide support of festivals or other events that require a food or drink source for visitors.
2.2	Previously in June 2021, following a procurement process, Council approved the contract awards to various suppliers for Brantry Wood, Dungannon Park, Knockmanny Forrest, Manor Park Moneymore, Pomeroy Forrest, Portglenone Riverside Walk and Round Lake Fivemiletown, The terms were for an initial period of 12 months with the option to extend for a further two, 12-month periods subject to satisfactory performance and subject to terms and conditions stipulated within the agreement which include an array of provisions for service operations.
2.3	Due to various factors, only one of the initial vendors are currently in situ (Knockmanny Forrest - until September 2024 with option to extend for one further 12 month period). All other agreements have lapsed and there currently are no approved mobile vendors on any Council managed open spaces & recreation sites. Council officers have fielded numerous enquiries during the latter part of 2023 and the early part of 2024 from prospective vendors therefore have prepared this report for Members consideration.
<b>3.0</b>	<b>Main Report</b>
3.1	Council officers have been approached by several potential providers in relation to offering mobile concession services in public parks. Taking into consideration current and medium-term options for public facing services it is now considered a feasible approach towards fulfilling a current service gap across selected public parks and visitor destinations.
3.2	Mobile vendors are regularly inspected by the environmental health service to make sure they comply with food safety and food standards legislation. The Food Standards Agency (FSA) have

<p>3.3</p> <p>3.4</p> <p>3.5</p>	<p>produced guidance on food safety management systems for mobile vendors to ensure compliance with food safety legislation and the achievement of best practice.</p> <p>It is proposed to seek the appointment of several mobile vendors for specific Council managed open spaces &amp; recreation sites through an open public tender exercise based on current procurement policy and in line with food safety regulations. It is proposed to offer these opportunities by way of an initial contractual period of 12 months with an option to extend for a further two, 12-month periods subject to satisfactory performance. Flexibility is expected to play a key role specifically when seasonal customer throughput variations are considered. It is proposed that there will only be one single vendor per location and tendering parties would be invited to make submissions for either single or multiple venues.</p> <p>The following Council managed open spaces &amp; recreation sites have been carefully considered in line with being significant customer footfall venues and ensuring there would be little or no potential for a conflict of interest for services that may already be in situ:</p> <ul style="list-style-type: none"> <li>• Iniscarn Forest</li> <li>• Mid Ulster Sports Arena - Cookstown</li> <li>• Pomeroy Forest</li> <li>• Round lake Fivemiletown</li> </ul> <p>Should Members be minded to approve the above list, then officers will proceed to release the tendering opportunity and bring back a further report to Development Committee for Members consideration prior to any decision being made on contract award(s).</p>
<p><b>4.0</b></p>	<p><b>Other Considerations</b></p>
<p><b>4.1</b></p>	<p><b>Financial, Human Resources &amp; Risk Implications</b></p> <p><b>Financial:</b> Income generation opportunity based on tendered submissions per location – unknown at this stage as the tender opportunity would invite prospective vendors to state their proposed fee and the tender would be assessed on a cost basis with bidders who present the most economically advantageous offer being awarded the higher scores.</p> <p><b>Human:</b> Ongoing Officer time to manage the procurement process and thereafter the contract, ongoing monitoring for compliance and effectiveness of the contract.</p> <p><b>Risk Management:</b> Considered in line with relevant Council Policies and Procedures. An evaluation process will be built into service delivery to ensure that performance feedback is regularly received to address concerns (if any) immediately. Successful tenders will be required to enter into an agreement for each site location with Mid Ulster District Council</p>
<p><b>4.2</b></p>	<p><b>Screening &amp; Impact Assessments</b></p> <p><b>Equality &amp; Good Relations Implications:</b></p>

	<b>Rural Needs Implications:</b>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members note the contents of this report and approve that officers commence the tendering process for making available the sites listed within section 3.4 of this report for the purpose of mobile vendors and thereafter present the outcome of the tendering process to a future Development Committee for Members consideration.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	N/A