

<b>Report on</b>	Café/Catering Services at Cookstown Leisure Centre and Dungannon Park Pavilion
<b>Reporting Officer</b>	Head of Parks
<b>Contact Officer</b>	Nigel Hill

<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 approval for the appointment of concession-holders for the Café at Cookstown Leisure Centre and Dungannon Park Pavilion based on a Public Tender exercise.
<b>2.0</b>	<b>Background</b>
2.1	Café and catering services have been delivered by the current providers Dalbeattie Fine Foods at Cookstown Leisure Centre and Adrian Martin at Dungannon Park Pavilion for the past three years. The availability of hot and cold food services have contributed significantly to the quality offering to visitors at both venues for casual customers, residential campers and for hundreds of both large and small planned public events since April 2016. The need to sustain and build on the success of the initial contractual period will require the appointment of suitably experienced and qualified retail/catering providers for tendered services at Cookstown Leisure and Dungannon Park, commencing April 2019.
<b>3.0</b>	<b>Main Report</b>
3.1	Current contract for concession-holders for café and catering services at Cookstown Leisure Centre and Dungannon Park Pavilion terminates on 31 <sup>st</sup> March 2019. Council approval is sought to seek through tender procedure new catering concession opportunities for a minimum of three years.
3.2	The concession-holders contact period will commence on 1 <sup>st</sup> April 2019 for an agreed contractual period of three years until 31 <sup>st</sup> March 2022. The contract may be extended for a further 2x1 year periods at the sole discretion of the council.
3.3	The renewal of concession-holders contracts for café and catering services at both venues will provide an opportunity for continued revenue income generation for the council.

<b>4.0</b>	<b>Other Considerations</b>
	<b><u>Financial &amp; Human Resources Implications</u></b>
4.1	Financial: Procurement costs will be absorbed within current operation management revenue budgets for Leisure and Parks Service. The services will result in a concession being paid to Council.
4.2	Human: Coordination and delivery of the procurement process will be managed by current staff resources.
4.2	<b><u>Equality and Good Relations Implications</u></b> In line with Council policy and procedures.
4.3	<b><u>Risk Management Implications</u></b> In line with Council policy and procedures.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the content of the report in relation to the continuation of visitor services associated to café and catering at Cookstown Leisure and Dungannon Park Pavilion.
5.2	Council approval is sought to initiate procurement of the specified café and catering services for the designated period. A post procurement report with recommendation on award of contracts will be presented for members approval.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	N/A