

Report of the Visitor Economy Manager

Report to Chief Officer for Resources and Strategy

Date: 1 May 2018

Subject: Visitor Economy and Inward Investment £10K-£25k Sole Supplier Waiver.

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes X No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes X No
Is the decision eligible for call-in?	<input type="checkbox"/> Yes X No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes X No

Summary of main issues

1. The strategic approach and forward plan for the Leeds visitor economy and function (including the cross-boundary, partnership based approach aimed at attracting visitors in national and international markets) delegating detailed delivery to the Chief Officer of Economy and Regeneration, in consultation with the relevant Executive Member was approved by the Council's Executive Board in June 2016.
2. To allow the Visitor Economy and Inward Investment Service to successfully deliver the Executive Board approved strategic approach and forward plan, approval is requested to be able to proceed with purchases where they are unable to obtain three written quotes where the value of the order is between £10,000 and £25,000.

Recommendations

3. The Chief Officer for Resources and Strategy is requested to approve a waiver of the Contract Procedure Rules to permit the Visitor Economy and Inward Investment service to proceed with the purchase of the exhibition space at The Meetings Show 2018 from Centaur Media, PO number Z028444 for the value of £12,150 (plus VAT) as this is a sole supplier situation. They are therefore unable to obtain three written quotes and the value of an order is between £10,000 and £25,000.

This will allow the Visitor Economy and Inward Investment Service to successfully deliver the Executive Board approved strategic approach and forward plan in which the nature of the business and unique circumstances of the service being delivered results in the required procurement.

1. Purpose of this report

- 1.1 The purpose of the report is to seek approval from the Chief Officer for Resources and Strategy to permit the Visitor Economy and Inward Investment service to proceed with purchases where they are unable to get three written quotes where the value of an order is between £10,000 and £25,000.
- 1.2 This will allow the Visitor Economy and Inward Investment Service to successfully deliver the Executive Board approved strategic approach and forward plan in which the nature of the business and unique circumstances of the service being delivered, results in the required procurement procedure of obtaining three quotes being unobtainable.

2. Background information

- 2.1 In June 2016 Executive Board considered and approved the recommendations of the Growing the Leeds Visitor Economy report and the relevant economic strategy in the context of Leeds City Council (LCC), Best Council Plan including supporting economic growth and economic opportunities, supporting a resilient, inclusive cultural and creative sector, and the break through project of world class events and a vibrant city centre that all can benefit from.
- 2.2 The Visitor Economy is a significant and growing sector of the Leeds economy and a major contributory factor to the success of the city benefitting everyone who lives and works here. Leeds currently attracts 27.29 million visitors a year, generating £1.64 billion of economic benefits, and supporting around 18,890 jobs. We are the 5th most popular UK conference destination amongst the corporate and association market. In 2015, Leeds attracted over 58,400 conferences and meetings, providing a £501m boost to the city's economy. Visitor numbers and tourism spending in Leeds is growing rapidly, at a faster rate than the national average.

3. Main issues

- 3.1 The Visitor Economy and Inward Investment Service are challenged in making purchases between the value of £10,000 & £25,000 where three quotes are unobtainable.
- 3.2 The service are purchasing an exhibition space at The Meetings Show 2018 from Centaur Media, PO number Z028444 for the value of £12,150 (plus VAT) as this is a sole supplier situation. They are therefore unable to obtain three written quotes and the value of an order is between £10,000 and £25,000.
- 3.3 The procurement directly relates to the successful delivery of the Executive Board approved strategic approach and forward plan due the nature of the business and unique circumstances of the service being delivered, results in the required procurement procedure of obtaining three quotes being unobtainable.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 Consultation and engagement has been embedded in the overall partnership approach to the Visitor Economy & Inward Investment services. Detailed conversations with all relevant stakeholder groups not limited to but including those in accommodation, retail, culture, attractions, hotels, venues, event organisers, transport providers, developers and brands.

4.2 Equality and diversity / cohesion and integration

4.2.1 To be a successful host to visitors it is critical that the infrastructure and services are accessible to all. The diverse background of all users of the city has been recognised and the offering provided to accommodate to harness this diversity.

4.2.2 Equality and diversity, cohesion and integration have and will be continued to be picked up at various stages of continued implementation.

4.3 Council policies and best council plan

4.3.1 The objectives for the visitor economy and inward investment are in line with the priorities in the LCC Best Council Plan including supporting economic growth and economic opportunities, supporting a resilient, inclusive cultural and creative sector, and the breakthrough project of world class events and a vibrant city centre that all can benefit from.

4.4 Resources and value for money

4.4.1 The recommendations in this report would allow the Visitor Economy and Inward Investment service to raise compliant purchase orders where the value is between £10,000 and £25,000 and are unable to obtain three quotes and would save time and resources in handling procurement queries.

4.5 Legal implications, access to information, and call-in

4.5.1 This is a significant operational decision and is therefore not eligible for call-in.

5 Conclusions

5.1 Leeds continues to make significant progress in the development of its visitor economy and inward investment program. This success has been delivered through strong partnership working linking private sector development and investment alongside initiatives which the Council has also bought forward.

5.2 The nature of the business and unique circumstances of the Visitor Economy and Inward Investment service being delivered can result in the required procurement procedure of obtaining three quotes being unobtainable

6 Recommendations

- 6.1 The Chief Officer for Resources and Strategy is requested to approve a waiver of the Contract Procedure Rules to permit the Visitor Economy and Inward Investment service to proceed with the purchase of the exhibition space at The Meetings Show 2018 from Centaur Media, PO number Z028444 for the value of £12,150 (plus VAT) as this is a sole supplier situation. They are therefore unable to obtain three written quotes and the value of an order is between £10,000 and £25,000.

This will allow the Visitor Economy and Inward Investment Service to successfully deliver the Executive Board approved strategic approach and forward plan in which the nature of the business and unique circumstances of the service being delivered results in the required procurement.

7 Background documents¹

- 7.1 None.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.