

27 July 2022

Council Meeting – Tuesday 2 August 2022

Dear Elected Member,

Further to the Council meeting Agenda issued on 26 July 2022, please find undernoted Addendum to be considered after Item 11.

Addendum

Environmental Services Report - Tender for Provision of a Fuel Stamp Savings Scheme

D H Jackson
Clerk and Chief Executive
Causeway Coast and Glens Borough Council



Title of Report:	Tender for Provision of a Fuel Stamp Saving Scheme
Committee Report Submitted To:	Full Council
Date of Meeting:	2nd August 2022
For Decision or For Information	For Decision

Linkage to Council Strategy (2021-25)	
Strategic Theme	Healthy and Engaged Communities
Outcome	Reduce levels of fuel poverty
Lead Officer	Head of Health & Built Environment

Budgetary Considerations	
Cost of Proposal	N/A
Included in Current Year Estimates	Yes
Capital/Revenue	N/A
Code	N/A
Staffing Costs	N/A

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	N/A	Date:
	EQIA Required and Completed:	N/A	Date:
Rural Needs Assessment (RNA)	Screening Completed	N/A	Date:
	RNA Required and Completed:	N/A	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	N/A	Date:
	DPIA Required and Completed:	N/A	Date:

1.0 Purpose of Report

- 1.1 The purpose of this report is to seek Council approval to tender for a service provider to fully administer a Fuel Stamp Saving Scheme on behalf of Council.

2.0 Background

- 2.1 Fuel stamp schemes were introduced by legacy Councils in response to the high prevalence of fuel poverty and provide householders with a means to save on a regular basis and budget towards the cost of their fuel payments.
- 2.2 Further to committee report ES170801 and CM170822 members will be aware that following a previous tendering exercise Limavady Community Development Initiative (LCDI) were awarded the contract to rebrand, relaunch and fully administer a fuel stamp saving scheme across the Borough.
- 2.3 The current contract with LCDI is due to end in October 2022 and there is a need to carry out a further tendering exercise to appoint a scheme administrator under a new contract.
- 2.4 As the total value of the contract, as calculated over its whole life (including options), is anticipated to exceed £30,001 Council approval is required to commence the procurement process.

3.0 Recommendation

- 3.1 It is recommended that Council authorise the commencement of the procurement process to tender for a service provider to fully administer a Fuel Stamp Saving Scheme on behalf of Council.