

NEW LEISURE CONTRACT

1 SUMMARY

- 1.1. This report seeks Members' approval to the procedures to be adopted in working with the Council's consultants in order to let the new Leisure Contract.

2 PROPOSALS

- 2.1. A meeting has taken place between officers and PMP and the plan of action is shown in Appendix 1.
- 2.2. As Members will see, the first major task was to prepare the brief against which the prospective tenderers may submit their proposals for achieving the Council's objectives. The timescale for this activity was quite short. At Council held on 19 December, the principles to be contained within the brief were agreed. In view of this, the brief is to be presented to the meeting of the Leisure Sub Committee on 13 March and Contract Sub Committee on 16 March. From these meetings, officers will be looking to request Members to authorise the Chief Executive to action the decision as a matter of urgency.
- 2.3. The next critical date is the evaluation of the expressions of interest and selection of preferred contractors. This will need to take place in mid June. It is suggested that this task could be delegated to the Contract Sub- Committee.
- 2.4. During preparation of the contract specification, it will be necessary to call meetings of the Contract Sub Committee at very short notice during the period from June to August.
- 2.5. It is intended to attempt to produce a final specification for Member approval at Council in July. The timescale for carrying out the work may mean it is not possible for Community Services Committee to examine the specification prior to it being considered by full Council. It is therefore suggested that a special meeting of Leisure Sub Committee and Contracts Sub-Committee discuss the final draft prior to it being reported to full Council.

3 RESOURCE IMPLICATIONS

- 3.1. Significant officer resource will be required throughout the whole of the tendering process.

4 RECOMMENDATION

It is proposed that the Council **RESOLVES**

- (1) To note the timetable for retendering the Leisure Contract.
- (2) To delegate authority to the Contract Sub Committee for the selection of preferred contractors.

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