

**WAVERLEY BOROUGH COUNCIL**  
**SERVICES OVERVIEW & SCRUTINY COMMITTEE**

21 June 2022

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**UPDATE FROM LEISURE MANAGEMENT CONTRACT TASK AND FINISH**  
**GROUP**

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**Portfolio Holder:** Cllr Kika Mirylees, Health, Wellbeing, Parks and Leisure

**Head of Service:** Mr Kelvin Mills, Head of Commercial Services

**Key decision:** No

**Access:** Public

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**1. Purpose and summary**

1.1 To keep the Committee apprised of the activities of the Leisure Management Contract Task and Finish Group.

**2. Recommendation**

2.1 That the Committee note the details of this report and ask the Task and Finish Group to continue its work.

2.2 That the Committee agree the scoping document included as annexe 1 shall serve as the terms of reference for the Task and Finish Group.

**3. Reason for the recommendation**

3.1 The existing contract to manage the Council's leisure facilities is due to expire in June 2023. Therefore, it will be necessary to tender for a new contract imminently. The nature and content of the contract will have substantial implications for the Council's finances and the service it delivers over the next 15 years.

3.2 Given the significance of the contract, it is important to ensure that the tender process is transparent and engages a spectrum of elected councillors.

**4. Background**

4.1 At the March 2022 meeting of the Services O&S, the Committee agreed to set up a Task and Finish Group to monitor progress in procuring the new leisure management contract. The Committee delegated authority to the Group to agree an interim scoping document.

4.2 The Group met on May 11<sup>th</sup>, 2022 for a two hour workshop.

4.3 Cllr Mary Forszowski was nominated and elected as chair of the Group.

- 4.4 It was agreed to co-opt Cllr Jerome Davidson to the Group as a representative from the Resources O&S Committee.
- 4.5 The Group received a briefing from The Sport, Leisure and Culture Consultancy (SLC), who are assisting the Council with the procurement. This provided an overview of the whole process and the range of considerations involved. Key factors covered included:
- A review of the existing Contract
  - Strategic Objectives for new Contract
  - Scope of Services (Core Facilities and Active Communities Programme)
  - Social Value considerations
  - Key Performance Indicators
  - The procurement Strategy – other key elements
  - Services Specification

A number of these topics will likely be revisited in greater depth at further meetings.

- 4.6 The Group will next meet on June 23<sup>rd</sup>, 2022 to discuss the services specification.

## **5. Relationship to the Corporate Strategy and Service Plan**

- 5.1 As part of its strategic objective to improve the health and wellbeing of Waverley's residents and communities, the Council has a strategic objective of *"supporting affordable access to cultural, sports and leisure facilities, open spaces and recreational areas"*.

## **6. Implications of decision**

### **6.1 Resource (Finance, procurement, staffing, IT)**

There are no resource implications of this report.

### **6.2 Risk Management**

No risks arising from the recommendations of this report have been identified.

### **6.3 Legal**

There are no legal implications from this report.

### **6.4 Equality, diversity and inclusion**

There are no direct equality and diversity implications from this report.

### **6.5 Climate emergency declaration**

There are no direct climate change implications from this report.

## **7. Consultation and engagement**

- 7.1 None directly related to this report.

## **8. Other options considered**

- 8.1 The Committee could decline to consider the Leisure Management contract. However, this would remove O&S's ability to enhance the robustness of the procurement process by acting as a 'critical friend'.
- 8.2 The Committee could attempt to scrutinise the contract at its regular meetings. However, given the detail involved, frequency of committee meetings and the speed at which the procurement process must take place to ensure a new contract is in place when the current one expires, this would likely result in relatively cursory scrutiny.
- 8.3 The Committee has discussed the options above and decided that the appropriate way forward was to proceed with a Task and Finish Group, to ensure timely and detailed scrutiny.

## **9. Governance Journey**

- 9.1 The Task and Finish Group will aim to have concluded its work and report back to the September 2022 Services O&S meeting.

### **Annexes:**

Annexe 1 – Scoping Document, Leisure Management Contract Task & Finish Group

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## **Background Papers**

There are no background papers, as defined by Section 100D (5) of the Local Government Act (1972)

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