

# WAVERLEY BOROUGH COUNCIL

## SERVICES OVERVIEW & SCRUTINY COMMITTEE

NOVEMBER 2022

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**Title:**

**Leisure Management Contract update**

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

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

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### **1 Current position**

- 1.1 The current leisure management contract, for our leisure centres, expires on 30 June 2023 and the Council needs a new contractual arrangement to be in place for the 1 July 2023.
- 1.2 A Project Working Group (PWG) was established for the Leisure Management Contract tender and have been working together to maximise the tendering opportunity for the Council.
- 1.3 The Sports, Leisure and Culture consultancy (SLC) were appointed to advise and support the process, to achieve a fully specified leisure management contract that reflects current best practice and embeds performance management with a suitable contract monitoring system.
- 1.4 An O&S Task Group was assigned to support and influence the process. Workshops with the group were led by SLC to inform and develop the contract specification. The work of the Task group has now concluded.
- 1.5 Standard Selection Questionnaires were sought from operators with a submission deadline of 19 August. 11 organisations expressed an interest with a number submitting responses. Following thorough evaluation, a number of responses were deemed acceptable and invited to submit Initial Tender (ISIT).
- 1.6 The tender went live on 16 September with a return deadline of 18 November. Any responses received by that point will then undergo a full evaluation by the team.

### **2 Next steps**

| <b>Stage / Activity</b> |  | <b>Target Date</b> |
|-------------------------|--|--------------------|
| <b>1.</b>               | Invitation to Submit Initial Tender (ISIT) submission deadline | End Nov 2022       |

|    |  |                 |
|----|--|-----------------|
| 2. | ISIT evaluation and bidder negotiation meetings (if required)                      | Dec 2022        |
| 3. | Invitation to Submit Revised Tenders (ISRT) submission deadline                    | Feb 2023        |
| 4. | Evaluation of Revised Tenders  | Mar 2023        |
| 5. | Notification of outcome to bidders, stand still period and finalise Contract Award | April 2023      |
| 6. | Mobilisation Period  | May – June 2023 |
| 7. | Contract start date  | 1 July 2023     |

### 3. **Implications**

#### 3.1 **Finance**

The financial position will be evaluated upon tender return and will inform the MTFP.

#### 3.2 **Climate emergency**

The new Leisure Management Contract has provided the opportunity to make carbon reduction an integral part of the delivery specification, which will reduce energy usage and the leisure centres carbon footprint.

As part of the specification, energy performance indicators have been included and will act as an incentive for the contractor to actively drive energy consumption down.

The leisure centre developments are the opportunity to implement new energy efficiency options and make a significant contribution to the council's commitment to become zero carbon by 2030.

### **CONTACT OFFICER:**

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