

## HEALTH AND LEISURE REVIEW – EXPRESSIONS OF INTEREST PHASE

### 1. RECOMMENDATION

- 1.1 Cabinet note the contents of the Expressions of Interest document (attached as Appendix 1), which will be formally signed off and released by the Portfolio Holder in line with the procurement timetable.

### 2. BACKGROUND

- 2.1 The Cabinet agreed in December 2018, for the Council to commence the process to identify a preferred partner to operate the 5 Health and Leisure Centres.
- 2.2 The Task and Finish group has met regularly to determine the Council's future requirements and agreed the Health and Leisure Vision.
- 2.3 Ten Customer forums were attended by over 170 customers. A customer group will be established in September, which will meet regularly throughout the review.
- 2.4 A staff forum with staff representatives from the 5 health and leisure centres is in place and there will be regular dialogue with our Trade Union representatives through the Employee Side Liaison Panel.

### 3. PROCUREMENT PROCESS – EXPRESSIONS OF INTEREST PHASE

- 3.1 The Council is now in a position to request Expressions of Interest. This is the first phase of the formal procurement process.
- 3.2 The Expressions of Interest document sets out background and context in relation to the Council's Health and Leisure service, as well as providing potential bidders with an outline of the outcomes expected from the partnership.
- 3.3 The Council is using the Competitive Procedure with Negotiation (CPN) in accordance with regulation 29 of the Public Contracts Regulations 2015 to select the most suitable supplier. The CPN procedure has been chosen to enable the Council to conduct prior negotiations with interested parties relating to the operating model, NFDC specific circumstances and proposed quantitative and qualitative opportunities.

### 4. TIMELINE

- 4.1 Expressions of Interest documents will be available from the procurement portal from 16<sup>th</sup> September, with returns by the 18<sup>th</sup> October.
- 4.2 Once the initial evaluation process has been completed, up to 5 providers will then move forward to the Invitation to Negotiate (ITN) stage. This will commence on 18<sup>th</sup> November, with bids returned by 10<sup>th</sup> January 2020. A series of negotiation meetings will follow, allowing bidders to further refine their offers. Bidders still in the process will be asked to submit their Best and Final Offers (BAFO) by the middle of March 2020.
- 4.3 Presentations by the shortlisted bidders will take place at the end of March 2020 for customers, staff and stakeholders to attend.

4.4 If, after the full evaluation process has taken place, the Task and Finish group conclude that a bidder has met our full requirements, then a recommendation will be made to the Community and Leisure Panel in June 2020, and Cabinet and Council in July 2020.

## 5. FINANCIAL IMPLICATIONS

5.1 Initial budget of £50k for external expertise to support the procurement process. In addition, we have spent £26k on a full condition survey of all 5 health and leisure centres.

## 6. PORTFOLIO HOLDER COMMENTS

6.1 Since the inception of the cross-party Health and Leisure Task and Finish group in April 2018, this groups work has been progressive, diligent, reflective and now judiciously endorsing the process of seeking a partner to manage the 5 Health and Leisure Centres across the New Forest, in line with the Health and Leisure Vision:

“Working with partners to create active communities by providing affordable, accessible leisure facilities, dedicated to improving physical and mental wellbeing and establishing a sustainable healthy lifestyle legacy for future generations.”

6.2 The “Expressions of Interest” is the very first stage of this process of partnering, which will help to deliver the Health and Leisure vision.

6.3 The Council is seeking a partner to manage the 5 Health and Leisure facilities to help **deliver a sustainable healthy lifestyle legacy for future generations.**

### For further information contact:

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### Background Papers

Health and Leisure Review Cabinet 2018 report