

Leisure Procurement Working Party

Minutes of a meeting held on
Wednesday 6 April 2016 at 10am in the CX's office

Present:

Councillors

Councillor Glenvil Greenwood-Smith (Chair)	GGS
Councillor David Jenney	DJ
Councillor Helen Howell	HH
Councillor Gill Mercer	GM

Officers

David Oliver, Chief Executive	DO
Michelle Drewery, Finance Manager	MD

Welland Procurement Unit

Tony Hall	TH
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Sport Leisure Culture Consultancy (SLC)

David Rushton	DR
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ACTION

1. Apologies

- 1.1. Katy Everitt & Sharon Prior

2. Declarations of Interest

- 2.1. Declaration by HH as previously noted at the first meeting.
No further declarations were made.

3. Minutes of previous meetings held on 2 March 2016

Matters Arising

- 3.1. DR to check if a map was available showing current leisure activity as this action was still outstanding. (see page 3 of the minutes)

- 3.2. The minutes of the previous meeting held on 2 March 2016 were then agreed as a true record of that meeting. SP

4. Leisure Procurement Working Party - Action List v5 (6 April)

- 4.1. The Working Party considered the Action List and updates were noted.

5. SLC Project Update

- 5.1. DR presented the Project Update Report and the Working Party considered each point in turn. On behalf of the entire Working Party, Councillor Glenvil Greenwood-Smith passed on his thanks to Angela Hook for all her hard work and also for the work completed by Chris at Aspirations.

- 5.2. All activities that were listed for the next four weeks including the ITT documentation and the OJEU notice were ready to go out.

ACTION

6. Approval of Service Speculation

6.1 The Working Party reviewed the document and DR noted some amendments to be made.

DR

7. Invitation to Tender (ITT) Documentation

7.1 The Working Party reviewed the ITT Documentation and DR noted amendments to be made.

DR

8. Browne Jacobson legal advisors – update

8.1 DO gave an update on the work being carried out by Browne Jacobson.

9. Date of next meeting

9.1 Wednesday 1 June 2016, 3pm

LPWP/AD 27.5.16

Minutes approved by Leisure Procurement Working Party on 1 June 2016