

UPDATE ON BUSINESS CASE PROCESS - APPOINTMENT OF CONSULTANTS

Report to Wormwood Scrubs Charitable Trust Committee	
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1. Decisions Sought

1.1 The Committee is asked to note this report.

2. Appointment of Consultants

2.1 The Committee approved the following at the June 26th 2019 meeting, subject to approval of the final specification:

- *Approves the Procurement Strategy in Appendix 2 for the appointment of multi-disciplinary advisors for the Trust, to consider the consultation responses in more detail, to develop a business case, and to complete any necessary surveys, technical and planning work that may be required.*
- *Delegates the award of contracts for multi-disciplinary advisors as set out in the Procurement Strategy in Appendix 2 to the Council's Assistant Director of Growth acting on behalf of the Trust in consultation with the Chair of the Wormwood Scrubs Charitable Trust Committee subject to the Council's agreement to provide sufficient funding to the Trust.*
- *Delegates authority to the Council's Assistant Director of Growth acting on behalf of the Trust to develop an outline business case for the different options, on the basis that regular updates and reports are provided to the Trust Committee.*

2.2 The Council's cabinet on July 1st 2019 approved £397,000 of CIL funding to be made available to the Trust for completion of the Business Case.

2.3 A specification and brief were prepared and circulated to committee members, and comments were received and incorporated into the brief and specification. The final version was approved by the Chair of the Trust Committee in October 2019.

2.4 A tender process was completed in November and tenders were returned and evaluated in December. Four tenders were returned, and a contract has been awarded to In Partnership With Limited (subject to completion of contract), a specialist sports and leisure business case consultancy company.

3. Next Steps

3.1 The consultant is currently mobilising and reviewing the information that has been produced to date. Their tasks as set out in the brief are summarised as:

- Complete analysis of the consultation responses
- Review existing strategic outline business case
- Complete stakeholder meetings
- Complete options analysis and appraisal
- Produce outline business case report.

3.2 They will produce an interim report for the March 24th committee meeting. The consultants would like to meet with committee members and will be in touch via council officers to arrange meetings.