

APPENDIX III

EAST AYRSHIRE COUNCIL

**CONTRACTING SUB-COMMITTEE OF THE POLICY AND RESOURCES
COMMITTEE (SPORT & LEISURE MANAGEMENT)**

**MINUTES OF MEETING HELD ON THURSDAY 24 APRIL 1997 AT 1210 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors David Sneller, Drew McIntyre and Bob Beattie.

ATTENDING: Barbara Haughan, Director of Support Services; Tom Wilkie, Head of Contracting and Technical Services; Kate McVey, Head of Legal Services; John Griffiths, Head of Leisure; James Lally, Senior Administrative Officer; Charles McIvor, Head of CCT Preparation Unit; and Jennifer Morrison, Administrative Officer.

APOLOGY: Councillor John Smith.

CHAIR: Councillor David Sneller, Chair.

EXCLUSION OF PRESS AND PUBLIC

1. The Sub-Committee resolved that under Section 50A (4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 9 of Schedule 7A of the Act.

**BLUE COLLAR CCT - TENDER EVALUATION CRITERIA - SPORT AND
LEISURE MANAGEMENT CONTRACT**

2. There was submitted a report dated 24 April 1997 (circulated) by the Director of Support Services providing members with details of the criteria and processes to be used in the evaluation of tenders received for the Sport and Leisure Management Contract which required to be subjected to competitive tendering in accordance with CCT legislation.

It was agreed:-

- (i) to approve the tender evaluation criteria, and its proposed application; and
- (ii) thereafter, that a further report be submitted to the Sub-Committee detailing the results of the tender evaluation process using the criteria agreed, and making recommendations on the contract award for the Sport and Leisure Management Contract.

BLUE COLLAR CCT - SELECT LIST OF TENDERERS FOR THE SPORT

AND LEISURE CONTRACT

3. There was submitted a report dated 24 April 1997 (circulated) by the Director of Support Services providing members with the select list of tenderers to be invited for the above contract on May 6 1997 with a tender return date of June 17 1997.

It was agreed:-

- (i) to make the following amendments to the Director of Support Services report:-
 - (a) that "should not" be inserted instead of "will not" in the second line of paragraph 4.5;
 - (b) that "require to" be inserted between the words "do not" and "invite" in the third last line of paragraph 4.5; and
 - (c) that "five" be replaced with "four" in paragraph 5;
- (ii) to approve the select list of tenderers, as detailed below:-
 - (a) East Ayrshire Council, Department of Commercial Operations - Leisure DSO, Council Headquarters, London Road, Kilmarnock, KA3 7BU;
 - (b) Circa Leisure Plc., Cottis House, Locks Hill, Rochford, Essex, SS4 1BB;
 - (c) Relaxion Group Plc., Datalogic House, Dunstable Road, Redbourn, Herts, AL3 7PR;
 - (d) Sports and Leisure Management Limited, Canton House, Hinckley, Leicester, LE10 1YG; and
- (iii) to note that 6 May 1997 would be the date for invitation to tender with a tender return date of 17 June 1997.

BLUE COLLAR CCT - CONTRACT DOCUMENTATION FOR SPORT AND LEISURE MANAGEMENT CONTRACT

4. There was submitted a report dated 24 April 1997 (circulated) by the Director of Support Services providing members with a summary of the key conditions of contract and principles of the service specification for the Sport and Leisure Management Contract which required to be subjected to the competitive tendering process in accordance with CCT legislation.

It was agreed:-

- (i) that "required" be inserted instead of "expected" in paragraph 6.27 of the Director of Support Services report; and
- (ii) to approve the Contract Documentation and its proposed application.

The meeting terminated at 1230 hours.