

COMMUNITIES, LEISURE AND ARTS POLICY ADVISORY COMMITTEE MEETING

Date: Tuesday 3 October 2023
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Bryant, Eagle, Forecast (Chairman), Fort, Mrs Gooch (Vice-Chairman), Harper, Hinder, Naghi and T Wilkinson

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AGENDA

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| 1. Apologies for Absence | |
| 2. Notification of Substitute Members | |
| 3. Urgent Items | |
| 4. Notification of Visiting Members | |
| 5. Disclosures by Members and Officers | |
| 6. Disclosures of Lobbying | |
| 7. To consider whether any items should be taken in private because of the possible disclosure of exempt information | |
| 8. Minutes of the meeting held on 5 September 2023 | 1 - 4 |
| 9. Forward Plan relating to the Committee's Terms of Reference | 5 - 7 |
| 10. Maidstone Leisure Centre - Operator Contract | 8 - 16 |

PART II

To move that the public be excluded for the items set out in Part II of the Agenda because of the likely disclosure of exempt information for the reasons specified having applied the Public Interest Test.

Head of Schedule 12A and Brief Description

Issued on Monday 25 September 2023

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

11. Exempt Appendix to Item 10 - Maidstone
Leisure Centre - Operator Contract

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Affairs

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INFORMATION FOR THE PUBLIC

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email committee@maidstone.gov.uk by 4 p.m. one clear working day before the meeting (i.e. by 4 p.m. on Friday 29 September 2023). You will need to tell us which agenda item you wish to speak on.

If you require this information in an alternative format please contact us, call **01622 602899**.

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MAIDSTONE BOROUGH COUNCIL

COMMUNITIES, LEISURE AND ARTS POLICY ADVISORY COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 5 SEPTEMBER 2023

Attendees:

Committee Members:	Councillors Forecast (Chairman), Bryant, Eagle, Fort, Mrs Gooch, Harper, Hinder, Naghi, and T Wilkinson
Cabinet Members:	Councillor Russell, Cabinet Member for Communities, Leisure and Arts.
Visiting Members:	Councillor Cleator.

30. APOLOGIES FOR ABSENCE

There were no apologies for absence.

31. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no Substitute Members.

32. URGENT ITEMS

There were no urgent items.

33. NOTIFICATION OF VISITING MEMBERS

Councillor Cleator was present as a Visiting Member for Item 10 – Response to Kent County Council’s ‘Kent Family Hub Services’ Consultation.

34. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

35. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

36. EXEMPT ITEMS

RESOLVED: That all items on the agenda be taken in public as proposed.

37. MINUTES OF THE MEETING HELD ON 4 JULY 2023

RESOLVED: That the Minutes of the meeting held on 4 July 2023 be approved as a correct record and signed.

38. FORWARD PLAN RELATING TO THE COMMITTEE'S TERMS OF REFERENCE

RESOLVED: That the Forward Plan relating to the Committee's Terms of Reference be noted.

39. RESPONSE TO KENT COUNTY COUNCIL'S 'KENT FAMILY HUB SERVICES' CONSULTATION

The Cabinet Member for Communities, Leisure and Arts introduced the report, and stated that Kent County Council (KCC) were consulting on various delivery models for Family Hub Services and a reduction in youth services across Kent. The responses would be used to inform KCC's decision making on which buildings would be used to provide children's, young people's and family services, which was the subject of the 'Community Services Consultation' which took place earlier in 2023.

The Cabinet Member stated that following a detailed assessment of the proposals, the impact to Maidstone's residents had not been properly evaluated, with the Council's concerns having been substantiated by the 2021 Census and health inequalities data that had not been provided with the proposals originally.

The main areas highlighted within the draft response at appendix A to the report were outlined, including the closure of youth support services, particularly in Shepway and Parkwood which were areas of high need, the wider impact to the public, community and voluntary sectors, digital exclusion and the high level of support needed in high need areas to support the delivery of online services as part of the Family Hub model. It was stated that insufficient detail on the Family Hub model, including the services possible locations alongside insufficient district level data, had hindered the ability to submit a meaningful response and inform a robust Equality Impact Assessment.

The Committee expressed support for the draft response attached at Appendix A to the report, and emphasised the points made by the Visiting Member, including: the detrimental impact of digital exclusion and the importance of in-person youth services in building social and educational skills, particularly within deprived areas such as Shepway and Parkwood that had a high number of children under 15 years of age; removing youth services could increase the pressure faced by other organisations, such as the Council, Kent Police and Child and Adolescent Mental Health Services; the existing impact of Covid-19 on young individuals social skills and likelihood of increased anti-social behaviour from the proposal, and that the it had only been put forward due to KCCs ongoing financial difficulties.

The Cabinet Member stated that the draft response at appendix 1 to the report would be amended to include the sentiments expressed by the Local Ward Member on residents' behalf.

The Officers were thanked for the work undertaken.

RESOLVED to RECOMMEND to the CABINET MEMBER: That the draft response to Kent County Council's Kent Family Hub Services Consultation at Appendix A to the report, be submitted by the deadline of 13 September 2023.

Note: Councillor Fort arrived at 6.48 p.m. during the item's consideration and had no interests or lobbying to declare.

40. 1ST QUARTER FINANCE UPDATE & PERFORMANCE MONITORING REPORT 2023/24

The Cabinet Member for Communities, Leisure and Arts introduced the report and stated that:

- There was a £46,000 revenue overspend for quarter one, which was expected to reach £60,000 by the end of the financial year. The overspend had arisen mainly from the Council absorbing the increased services charges to the tenants at Love Food Lockmeadow, which had been higher than expected;
- The Council had a net overspend of just over £300,000 for the financial year, and that an overspend of £800,000 was being offset by underspends elsewhere in the budget. Any underspends would be monitored to identify possible further savings;
- Capital expenditure had been minimal, with the improvement works at Mote Park Leisure Centre likely to take place mainly in the next financial year;
- The only key performance indicator that had not achieved its target was 'Footfall at the Museum', with it hoped that greater performance would be achieved across quarter two, as this included the holiday period. The Museum was developing a proactive marketing strategy to increase visitor numbers.

In response to questions, the Director of Finance, Resources and Business Improvement stated that the £60,000 overspend at Love Food Lockmeadow was small in comparison to the £1.5 million in income generated by Lockmeadow. The £23,000 overspend at Mote Park Leisure Centre was mostly due to utilities, with the Council contractually obliged to absorb any increase in utilities above the retail price index (RPI); a further overspend was a risk, but this had not been projected into the budget as additional utility cost increases could be less than the RPI. It was stated that the River Walk project was shown for the end of the financial year, as feasibility works had been conducted but external funding would be required to support its delivery. The project would be linked to the Town Centre Strategy.

In response to concerns on the provision of lighting, the Cabinet Member stated that there was a specific lighting project that had been developed by external consultants as part of the Town Centre Strategy. The Insight, Communities and Governance Manager confirmed that the project would need to be delivered by March 2025, following the receipt of the third and last year of UK Shared Prosperity Fund money in April 2024. The project team had been formed and was due to have its first meeting later in the week, to support the quick progression of the design and commissioning works.

The Committee noted the quarter one update provided.

RESOLVED: That the following be noted

1. The Revenue position as at the end of Quarter 1 for 2023/24, including the actions being taken or proposed to improve the position, where significant variances had been identified;

2. The Capital position at the end of Quarter 1 for 2023/24;
3. The Performance position as at the end of Quarter 1 for 2023/24, including the actions being taken or proposed to improve the position, where significant issues have been identified;
4. The Recovery and Renewal Update, attached at Appendix 3 to the report; and
5. The UK Shared Prosperity Fund update, attached at Appendix 3 to the report.

41. MEDIUM TERM FINANCIAL STRATEGY AND BUDGET PROPOSALS

The Cabinet Member for Communities, Leisure and Arts introduced the report, and referenced the all-Member briefing held in August 2023 on the Medium Term Financial Strategy (MTFS) and Budget Proposals for 2024/25 to 2028/29. The budget gap for 2024/25 was around £900,000, with savings identified to reach a balanced budget, which included £40,000 in savings relating to the Committee's remit. The budget gap would increase substantially in future years, with more challenging work to be completed to identify savings at that point.

The Cabinet Member stated that the two assumptions in drafting the MTFS and budget proposals were that Council Tax would increase by the referendum limit of 3%, and that fees and charges would increase by 5% overall, in line with the increased cost of services, rather than individually. The recommended fees and charges would be presented to all Policy Advisory Committees in Autumn 2023.

In response to a question, the Director of Finance, Resources and Business Improvement stated that the Council would seek to charge for its printing services in accordance with the market rate and recover any direct costs and overheads. The Council already provided printing services for other authorities, and there was scope for increasing external custom.

The Committee expressed support for the proposed MTFS and budget proposals, and thanked the Cabinet Member and Finance officers for the work undertaken, including the all-Member briefing provided.

RESOLVED to RECOMMEND to the CABINET: That

1. The Medium Term Financial Strategy for 2024/25 to 2028/29, as set out in Appendix A to the report, be approved; and
2. The budget proposals, as set out in Appendix B to the report, be approved.

42. DURATION OF MEETING

6.30 p.m. to 7.23 p.m.

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 SEPTEMBER 2023 TO 31 DECEMBER 2023

This Forward Plan sets out the details of the key and non-key decisions which the Cabinet or Cabinet Members expect to take during the next four-month period.

A Key Decision is defined as one which:

1. Results in the Council incurring expenditure, or making savings, of more than £250,000; or
2. Is significant in terms of its effects on communities living or working in an area comprising two or more Wards in the Borough

The current Cabinet Members are:

5	 Councillor David Burton Leader of the Council DavidBurton@maidstone.gov.uk 07590 229910	 Councillor Paul Cooper Deputy Leader and Cabinet Member for Planning, Infrastructure and Economic Development PaulCooper@Maidstone.gov.uk 01622 244070	 Councillor John Perry Cabinet Member for Corporate Services JohnPerry@Maidstone.gov.uk 07770 734741
	 Councillor Claudine Russell Cabinet Member for Communities, Leisure and Arts ClaudineRussell@Maidstone.gov.uk	 Councillor Patrik Garten Cabinet Member for Environmental Services PatrikGarten@Maidstone.gov.uk 01622 807907	 Councillor Lottie Parfitt-Reid Cabinet Member for Housing and Health LottieParfittReid@Maidstone.gov.uk 07919 360000

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision or a Part II decision may not be taken, unless it has been published on the forward plan for 28 days or it is classified as urgent:

The law and the Council's Constitution provide for urgent key and part II decisions to be made, even though they have not been included in the Forward Plan.

Copies of the Council's constitution, forward plan, reports and decisions may be inspected at Maidstone House, King Street, Maidstone, ME15 6JQ or accessed from the [Council's website](#).

Members of the public are welcome to attend meetings of the Cabinet which are normally held at the Town Hall, High St, Maidstone, ME14 1SY. The dates and times of the meetings are published on the [Council's Website](#), or you may contact the Democratic Services Team on telephone number **01622 602899** for further details.

David Burton
Leader of the Council

Details of the Decision to be taken	Decision to be taken by	Relevant Cabinet Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Maidstone Leisure Centre - Operator Contract A report on Maidstone Leisure Centre	Cabinet	Cabinet Member for Communities, Leisure and Arts	25 Oct 2023	Yes	No Part exempt	Communities, Leisure and Arts Policy Advisory Committee 3 Oct 2023	Maidstone Leisure Centre	Mike Evans mikeevans@maidstone.gov.uk
Equality, Diversity and Inclusion - Annual Update	Cabinet	Cabinet Member for Communities, Leisure and Arts	20 Dec 2023	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 7 Nov 2023	Equality, Diversity and Inclusion - Annual Update	Anna Collier, Orla Sweeney annacollier@maidstone.gov.uk, orlasweeney@maidstone.gov.uk

Agenda Item 10

COMMUNITIES, LEISURE AND ARTS POLICY ADVISORY COMMITTEE

3 October 2023

Maidstone Leisure Centre Operator Contract

Timetable	
Meeting	Date
Communities, Leisure and Arts Policy Advisory Committee	3 October 2023
Cabinet	25 October 2023

Will this be a Key Decision?	Yes
Urgency	Not Applicable
Final Decision-Maker	Cabinet
Lead Head of Service	Katie Exon, Head of Property and Leisure
Lead Officer and Report Author	Mike Evans, Leisure Manager
Classification	<p>Public report with exempt appendix</p> <p>Exempt Appendix 1: Maidstone Leisure Centre Contract Extension Proposal</p> <p>This appendix contains exempt information as classified in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 in that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> <p>The public interest in maintaining this exemption outweighs the public interest in its disclosure.</p>
Wards affected	All

Executive Summary

Discussions and negotiations with Maidstone Leisure Trust and Serco Leisure have been conducted during spring and summer 2023. At this stage, agreement has not been reached on a contract extension. Accordingly, proposals for a relet of the leisure services contract need to be put in hand.

Purpose of Report

Recommendation to Cabinet

This report asks the Committee to consider the following recommendations to the Cabinet;

1. That it notes that agreement has not yet been reached with the Maidstone Leisure Trust and Serco Leisure on a contract extension.
2. That the leisure services contract for Maidstone Leisure Centre, Mote Park Outdoor Adventure and Lockmeadow Health Club for the period August 2024 onwards be let via competitive tender.
3. That leisure consultants are employed to assist the council with the procurement process and contract award for this contract.
4. That a procurement strategy and tender documentation for the contract opportunity are developed.
5. That delegated authority is given to the Director of Finance, Resources and Business Improvement, in collaboration with the Cabinet Member for Communities, Leisure and Arts, to sign off the procurement documentation before it is issued via procurement channels.

Maidstone Leisure Centre Operator Contract

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>Accepting the recommendations will materially improve the Council’s ability to achieve its Thriving Place objectives. We set out the reasons other choices will be less effective in section 3.</p>	Leisure Manager
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>The report recommendation(s) supports the achievement(s) of the health inequalities cross cutting objectives by ensuring a continuation of leisure centre services.</p>	Leisure Manager
Risk Management	Refer to section 5 of the report	Leisure Manager
Financial	<p>There will be budgetary implications arising from the end of the current leisure services contract, which are addressed in the report and appendix. Accepting the specific recommendations in this report will demand additional spending for the services of a leisure consultant.</p>	Section 151 Officer & Finance Team

Staffing	We will deliver the recommendations with our current staffing.	Head of Property and Leisure
Legal	Acting on the recommendations is within the Council's powers and ensures that the Council acts in line with its obligations under the Public Contracts Regulations 2015.	Team Leader, Contracts and Commissioning, MKLS
Information Governance	The recommendations do not impact personal information (as defined in UK GDPR and Data Protection Act 2018) the Council Processes.	Senior Information Governance Officer
Equalities	The recommendations could result in a change in service and that may have varying impacts on different communities within Maidstone. We will complete a separate equalities impact assessment as part of preparing the tender documentation.	Equalities & Communities Officer
Public Health	We recognise the recommendations may have varying impacts on the health of the population or individuals within Maidstone. Therefore we will complete a separate health impact assessment.	Leisure Manager
Crime and Disorder	There are no implications to Crime and Disorder	Head of Property and Leisure
Procurement	On accepting the recommendations, the Council will then follow procurement exercises for the re-tender of the leisure services contract. We will complete those exercises in line with financial procedure rules.	Head of Property and Leisure & Section 151 Officer
Biodiversity and Climate Change	The implications of this report have been considered and there are multiple opportunities to greatly reduce utilities and carbon emissions through the minor practical improvements that can be delivered in conjunction with a new leisure operator. This will make a positive impact on biodiversity and climate change in the borough. MBC's longer term aims to achieve net zero by 2030, must be integrated into any new contracts with new operators.	Biodiversity and Climate Change Manager

2. INTRODUCTION AND BACKGROUND

- 2.1 In February 2023 Cabinet resolved that it would advance minor practical improvements to the leisure centre and pursue a contract extension with Maidstone Leisure Trust (MLT) and Serco Leisure Ltd for the continued operation of the centre until 2031. The Council's contract is with MLT, which is an independent not-for-profit community benefit society. By contracting with MLT, Maidstone Borough Council has access to significant tax exemptions and other benefits. The Trust is comprised of a number of volunteer trustees, all of whom have an active interest in sport and active leisure in the borough of Maidstone. Day to day running of the leisure centre is carried out by Serco Leisure who operate as the agent for MLT to enable the Trust to fulfil the obligations of the leisure centre contract. Beyond the leisure centre, MLT also supports sport and active leisure locally with grant funding for sports clubs and individuals.
- 2.2 Since the meetings of the Economic Regeneration and Leisure Committee and Cabinet in February 2023, the council has acquired Lockmeadow Health Club and central Government has announced capital funding for swimming pool upgrades to combat the rising cost of managing public swimming pools. These two new factors have been integrated into the contract extension talks and into the council's plans.
- 2.3 Discussions and negotiations have been held with MLT and Serco Leisure over the spring and summer of 2023. These included incorporating the delivery of the minor practical improvements aspects as part of the extension because of the disruption it will inevitably cause. It also builds upon the experience Serco Leisure has of delivering similar cost-saving and income-generating schemes in other leisure centres, and how the council can submit a bid to the new Sport England Swimming Pool Support Fund.
- 2.4 It is envisaged that the contract, if extended, would continue to include the Lockmeadow Health Club, which has been operated under the contract, and shares the same termination date for services as Maidstone Leisure Centre, since June 2023.
- 2.5 The details of the latest proposal from MLT are included in the exempt appendix. These cannot be accommodated within the Council's budget framework, so plans now need to be put in place for either a contract relet or an in-house operation in order to ensure that arrangements are put in place at the end of the current contract in August 2024, when the current contract expires. If the contract cannot be extended on commercially satisfactory terms, it would be appropriate to test the market.
- 2.6 A contract re-let would involve an open tender and an invitation for other leisure providers to operate the leisure services. There is also the alternative of bringing the service back in-house. An in-house operation would involve transferring the staff and operations back under council control. The council would be responsible for all aspects of the daily

operation. Consultants have advised on the likely impacts of bringing the leisure services in house and they forecast a number of negative impacts:

- Private sector operators tend to generate more income from leisure services because of their more enterprising approach,
- Staffing costs are higher when leisure centre staff are employed directly by the local authority,
- Leisure operators can buy utilities on a national scale and benefit from better unit prices,
- Leisure operators have technical expertise in salaried positions in their business, councils cannot justify these positions for a small number of centres and have to draw upon external expertise when needed,
- Business rates become payable when leisure centres are run in house. The business rates at Maidstone Leisure Centre are more than £200k per annum. At Lockmeadow they are more than £120k per annum,
- VAT is treated differently and the council's VAT position would negatively affect the annual outturn.

2.7 These factors have been estimated as equating to additional annual costs in the region of £400,000 for Maidstone Leisure Centre, £30,000 for Mote Park and more than £350,000 at Lockmeadow. The option to bring the leisure services in house would give the council more control over its service, but at the current time it would bring significant additional costs and risks.

3. AVAILABLE OPTIONS

3.1 **Accept the current proposal from MLT and Serco Leisure and extend the existing contract**

The offer includes the council funding the minor practical improvements to the centre in 2023/24 so that the benefits from reduced costs and increased revenue can materialise as soon as possible. This will maximise the potential of the period 2024 to 2031 for the residents and centre users, and also for the council and its partners. In so doing, the council would need to make additional spending and make significant changes to its budgets and forecasting, which would impact other priority areas across the council.

This option is not recommended at this stage.

3.2 **Return the council's leisure services function to an in-house operation**

The analysis from external leisure consultants summarised in paragraphs 2.6 and 2.7 identifies that this option comes with significant risk to the council. Commercial partners benefit from economies of scale and buying power when running leisure sites as part of a larger portfolio. With charity dispensation embedded in their structures, leisure operators also qualify for business rate relief. The council does not qualify for such relief when running services directly. The estimated additional cost if the council ran the service in house is more than £700k per annum across all three sites.

This option is not recommended.

3.3 **Put the leisure services contract for Maidstone Leisure Centre, Mote Park Outdoor Adventure and Lockmeadow Health Club out to tender and invite offers from other operators**

With capital investment identified in the Medium-Term Financial Strategy (MTFS) and a commitment for the minor practical improvements, the opportunity to operate the leisure centre, Mote Park Outdoor Adventure and Lockmeadow Health Club is an attractive proposition. Lockmeadow Health Club adds a new dimension to the leisure services contract and seeking offers from the market for all three sites will deliver the best outcome for the Council. Other operators could include commercial providers and leisure operators with charity status. **This is the recommended option if a more acceptable offer is not received from MLT and Serco Leisure.**

4. **PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 Retendering the leisure services contract for Maidstone Leisure Centre, Mote Park Outdoor Adventure and Lockmeadow Health Club will require nine to 12 months to be completed. Timescales are tight for this, but it is achievable with the time that is left before the expiry of the current MLT and Serco agreement.
- 4.2 The tender opportunity can be structured with operators bidding to run all three facilities, and we can also retain the option to invite and accept bids for Lockmeadow Health Club separately if that delivers better outcomes for the council.
- 4.3 Operators will be able to factor the council's commitment to the minor practical improvements into their bids, with scope to amend the plans to suit their own operational preferences and requirements.
- 4.4 Presenting the contract opportunity to the market could result in a bid that is more in line with the council's financial capabilities and appetite, but there is a risk that the bids received do not align with the council's aspirations. There is also the risk that no other leisure operators wish to bid for this opportunity.
- 4.5 The council can appoint a leisure consultant to assist with the marketing and analysis of this contract opportunity. There are several who can help with this, and the council has good links to some via previous projects. Leisure consultants will assist in the preparation of the opportunity and help present it to the market in the best way possible, so that best value for the council is drawn out through the bidding process.

Swimming pool funding

- 4.6 As described in paragraph 2.2, there is now funding available from central Government via Sport England to combat the rising costs of managing public pools. The fund is a competitive fund and the council has no guarantee of receiving funds. The minor practical improvements include some elements that would qualify for the fund and the council is submitting a bid for this fund. Any funding that is awarded will support the delivery of

the minor practical improvements and reduce the operating costs at Maidstone Leisure Centre.

5. RISK

- 5.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council's Risk Management Framework. That consideration is shown in this report at paragraph 4.4 and identifies some risks assessed rated as "RED" because of the possible financial impact. The report details mitigation strategies for those risks at paragraph 4.5 and 4.6 but they remain assessed as "High". However, we believe the opportunities outweigh the risks.
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6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 Cabinet and the former Economic Regeneration and Leisure Policy Advisory Committee considered the overall approach to the future of Maidstone Leisure Centre, given the impending expiry of the current operator's contract, the condition of the building and the Council's commitment to promoting health and wellbeing in February 2023.
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7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 Following the recommendations in this report being recommended to, and approved by, Cabinet the council can work to the following timeline:

Milestone	Action
October 2023	Appointment of leisure consultant and preparation of procurement strategy and all tender documents
November 2023	Issue contract notice
December 2023	Selection Questionnaire Submissions
January 2024	Open days at all sites for bidders
April 2024	Initial Tender Submissions
May 2024	Negotiation with bidders
June 2024	Revised tender submissions
July 2024	Evaluation and contract award
August 2024	Mobilisation
October 2024	Contract start

8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Exempt Appendix 1: Maidstone Leisure Trust and Serco Leisure proposal summary

9. BACKGROUND PAPERS

- Maidstone Leisure Centre Report, considered by the Economic Regeneration and Leisure Committee at its 7 February 2023 meeting and by the Cabinet at its 8 February 2023 meeting.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted