

# Individual Executive Decision Notice

<b>Report title</b>	Leisure Management Software	
<b>Decision designation</b>	GREEN	
<b>Cabinet member with lead responsibility</b>	Councillor Steve Evans Cabinet Member for City Environment	
<b>Wards affected</b>	(All Wards);	
<b>Accountable Director</b>	John Denley, Director of Public Health	
<b>Originating service</b>	Leisure and Wellbeing	
<b>Accountable employee</b>	Peter Holmes	Procurement Manager
	Tel	01902 556175
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<b>Report to be/has been considered by</b>	Public Health Leadership Team	17 November 2020
	Cabinet (Resources) Panel	20 January 2021

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## Summary

The Cabinet Member for City Environment is recommended to approve the award of a contract for Leisure Management Software.

## Recommendation for decision:

That the Cabinet Member for City Environment, in consultation with the Director of Public Health:

1. Approves the award of a contract for Leisure Management Software following a direct award against CCS Framework RM3821 to Bramble Hub Limited of 9E Albert Embankment, London SE1 7SP. This will be for an initial term of two years with the option to extend for an additional one year with a contract value of £234,000.

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Signature  
John Denley  
Director of Public Health

Date:

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Signature  
Cllr Steve Evans  
Cabinet Member for City Environment

Date:

## 1.0 Background

- 1.1 WV Active is the leisure brand for the Council, and the Leisure Management System operated by WV Active is central to delivering the service delivery model. The system manages the service's membership direct debit run, appointment booking system, till receipts, CRM, business insight reporting and learn2swim school – home portal.
- 1.2 This award is necessary to provide appropriate system support, training, upgrades and the necessary licences to operate the various elements of the system.

## 2.0 Evaluation of alternative options

- 2.1 **Option 1 - Renewal of existing contract for a further year** - the procurement framework has expired and therefore WV Active is unable to renew on this basis.

**Option 2 – Open Procedure** - as the current leisure management system is now established within WV Active the cost of changing the current system would be impractical and cost restrictive, in addition an open tender process was not considered appropriate due to the current operational restrictions in place as a result of the pandemic.

- 2.2 **Option 3 - Direct award to Gladstone** - Gladstone are not available via any frameworks and so a direct award was not possible.
- 2.3 **Option 4 - Direct award to a reseller** – Bramble Hub is a reseller of the Gladstone system via CCS Framework RM3821. This is a compliant route, which enables the Council to continuing use of the system whilst meeting contract procedure rules and the public contract regulations 2015.

## 3.0 Reasons for decision

- 3.1 **Option 4 - Direct award to reseller** - Is the chosen option for the following reasons:
- Minimises the risks of potential additional and significant financial outlay both in expenditure and loss of revenue
  - Minimises the impact on the service, guarantees business continuity, particularly important given the challenges that lie ahead in the response to Covid-19.

## 4.0 Financial implications

- 4.1 Cabinet (Resources) Panel on 20 January 2021, approved the delegation of authority to the Cabinet Member for City Environment, in consultation with the Director of Public Health, to approve the award of a contract for Leisure Management Software.
- 4.2 In line with the above delegated authority, this report seeks approval to award the Leisure Management Software contract to Bramble Hub Limited of 9E Albert Embankment,

London SE1 7SP. The total contract value is £234,000 over a three-year period, with the cost of software to be met from the existing revenue budget set aside for ICT.

[LD/26012021/Q]

## **5.0 Legal implications**

- 5.1 The procurement will be a framework direct award on the Data and Application Solutions Framework RM3821, in accordance with the Public Contract Regulations and Council's Contract Procedure Rules.

[TS/18012021/T]

## **6.0 Equalities implications**

- 6.1 There are no equalities implications arising from the recommendation in this report.

## **7.0 All other Implications**

- 7.1 There are no other implications arising from the recommendation in this report.