

EXECUTIVE MEMBER DECISION



REPORT OF:	Executive Member for Public Health and Wellbeing
LEAD OFFICERS:	Director of Environment and Operations
DATE:	1 June 2021

PORTFOLIO/S AFFECTED:	Public Health and Wellbeing
WARD/S AFFECTED:	ALL

SUBJECT: Tender for Witton Cafe

1. EXECUTIVE SUMMARY

Witton Park Café closed in June 2020 due to Covid restrictions and the property has laid empty ever since. Taking advice and guidance from property colleagues a combined annual rental of £17,000 has been suggested as the lease cost.

There are 6 interested parties in the café and procurement have advised to go out to tender directly to these interested parties.

2. RECOMMENDATIONS

That the Executive Member:
Notes the report and approves the tender process for Witton Cafe

3. BACKGROUND

The decision was taken in June 2020 not to re-open the café and kiosk in Witton park in light of the ongoing pandemic and its detrimental impact on the business and given the ongoing uncertainty about the future of the hospitality industry.

Since its closure there has been a number of interested, external parties enquiring about the potential to lease the café space. This interest gives the Council the opportunity to consider an alternative operating model for the café space.

With Myerscough College students on-site in the Visitors Centres buildings there is a requirement for them to have access to hot food for their lunches. This provision is currently being offered by a catering van.

Park users and students create a seasonal customer base that could sustain a smaller catering operator.

Advice and guidance has been sought from property colleagues with regard to the lease value and the procurement team to agree the appropriate approach for the tendering process.

4. KEY ISSUES & RISKS

- The café space is currently vacant and the kiosk is closed; the Council has decided not to re-open it themselves although there is a need to provide on-site catering for Myerscough students.
- The property section has assessed the space and provided an estimated annual lease of £15,000 pa for the café excluding utilities. The kiosk will be included in the lease arrangements so a combined rent of £17,000 (excl utilities) will be sought through the tender
- The LHWB section is carrying an income target budget pressure of £80,000 on Witton café and kiosk and Leisure Services therefore any annual rent secured will help to off-set this pressure.
- Contracts and Procurement have advised that due to the existing interest in the café, it is proposed to go out to tender directly to the 6 parties who have already contacted the Council expressing their interest in securing a lease.

5. POLICY IMPLICATIONS

The transaction, as proposed, complies with the requirements of the Council's Disposal Policy

6. FINANCIAL IMPLICATIONS

The closure of the café has created an efficiency saving on expenditure however, an income pressure remains on the budget.

Tendering out and securing an annual rent will off-set some of the budget pressures therefore securing an alternative provider represents a beneficial position to the Department and the Council as a whole.

7. LEGAL IMPLICATIONS

To meet the requirements of the Council's Contract and Procurement Procedure Rules quotations will be invited through the Chest. The quick quote process will be used to request bids from the parties that have already expressed an interest in securing the lease.

8. RESOURCE IMPLICATIONS

Any resource implications will be met from within the Council's Venues' Budgets.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1 Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2 In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3 In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

10. CONSULTATIONS

11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

VERSION:	1
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CONTACT OFFICER:	Neil Dagnall
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DATE:	1 st February 2021
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BACKGROUND PAPER:	
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