

**Keele Golf Course –
Overview of Process for Procuring a new Tenant to Manage, Develop
and Maintain the Facility**

24 September 2013

Background

On 21 March 2013 the operating company at Keele Golf Course went into voluntary liquidation but continued to operate until the liquidator passed back the lease to the Council on 1 May 2013.

Glendale Managed Services were asked to quote for grounds maintenance at the course and also separately for managing the golf course. As existing grounds maintenance contractor to the Council a variation to their existing contract was approved following evaluation of their quote. In relation to the golf course management, two quotes were obtained, and following evaluation the work was awarded to Glendale. Both contracts are for an initial 4 months with the option to extend monthly for a further two months. These arrangements commenced on 2 May 2013. On 1 May 2013 the course was staffed by Council senior officers to ensure a continuation of service and gave the opportunity to audit the operation prior to the interim contractor starting. The next step is for the Council to find an operating company to maintain and manage the course in the long-term.

Tender Process

The attached slides have been prepared for the Overview and Scrutiny Co-ordinating Committee, to consider the process of procuring a new Tenant to manage, develop and maintain Keele Golf Course. Key extracts from the invitation to bid are also attached for Members information. Tenders were returned on 19 August and are currently being evaluated. Further information regarding the evaluation of the bids should be ready in time for the meeting of the Overview and Scrutiny Co-ordinating Committee on the 24 September 2013. Members of this Committee should be aware that the Active and Cohesive Overview and Scrutiny Committee will be reviewing the golf development and course maintenance issues at a special meeting on 3 October 2013, whilst the financial and value-for-money issues will be reviewed at a special meeting of the Transformation and Resources Overview and Scrutiny Committee on 9 October 2013.

Recommendations:

- a) For the Scrutiny Committee to consider the tender process undertaken and to affirm that the Council is in compliance with its own procurement rules and statutory legislation.
- b) For the Scrutiny Committee to consider the implementation procedure and monitoring process for the preferred bidder.

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