

| REPORT TO | ON |
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| Scrutiny Committee | 27 November 2017 |

September 2017



| TITLE | REPORT OF |
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| Proposals for the Banqueting Suite | Director of Neighbourhoods, Environmental Health and Assets |

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| Is this report confidential? | No |
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1. PURPOSE OF THE REPORT

This report is intended to update the scrutiny committee of next steps with regard to the Banqueting Suite and options therein.

2. RECOMMENDATIONS

That scrutiny committee note are asked to note the contents of the report.

3. CORPORATE PRIORITIES

The report relates to the following corporate priorities;

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| Clean, green and safe | | Strong and healthy communities | ✓ |
| Strong South Ribble in the heart of prosperous Lancashire | ✓ | Efficient, effective and exceptional council | ✓ |

4. BACKGROUND AND CONSIDERATIONS

4.1 There is a collective opportunity, desire and commitment to make greater use of the banqueting facility and to create a central point that can be used for normal council business but also to create a welcoming facility for staff & residents that can be used daily but also for various private functions in the future.

4.2 This report outlines proposals for soft marketing testing to optimise the use of the banqueting suite. We recognise that by having an exciting and vibrant Civic Centre is a critical element of our operation and our community and by creating an improved offering will add value in:

- Increased use of the Civic Centre for a wide range of purposes
- Generation of income supporting financial sustainability of the Council
- Supporting staff morale; creating an environment in which it is a great place to be
- A beacon of social value, where the operation provides opportunity for apprentices, supported employment and development of individuals
- The Civic Centre as a focal point for the community, that is able to provide space for communities to meet and support themselves

4.3 Scrutiny Committee has previously highlighted that the;

- Banqueting suite is under-utilised
- Best value is not being achieved through potential use of the asset
- The vision to widen its use externally is yet to be achieved
- An open procurement process needs to be undertaken to select a partner to operate the kitchen for commercial and events outside usual civic opening hours

4.4 In order to fully understand and develop the options available into a robust proposal; a cross-functional team from appropriate and knowledgeable officers within SRBC has been established. A number of soft market ‘tests’ will be undertaken to consider various opportunities and establish which local enterprises within our community are interested in operating at the Civic Centre.

4.5 This soft market testing will seek to understand the real time options available to us which can thereafter be turned into a viable business case to move forward and ensure that we can drive the use and financial contribution of our asset.

5. WIDER IMPLICATIONS AND BACKGROUND DOCUMENTATION

5.1 Comments of the Statutory Finance Officer

The proposal is to prepare a business model setting out how the Council could work with an external provider to run the facilities on a more commercial footing with the potential for income generation being a key driver. The overall budget implications and financial risks will be assessed as part of this exercise. The business case will therefore include any one-off costs for improving the facility, ICT and staff resource implications plus any potential revenue savings and income generation.

5.2 Comments of the Monitoring Officer

There are no legal issues arising from this report.

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| <p>Other implications:</p> <ul style="list-style-type: none"> ▶ Risk ▶ Equality & Diversity ▶ HR & Organisational Development ▶ Property & Asset Management ▶ ICT / Technology | <p>There are no direct implications arising from this report</p> <p>There are no direct implications arising from this report but depending on the outcome of the soft market testing then there may be proposals which could have a positive impact on such issues</p> <p>No direct implications</p> <p>The Estates team will be closely involved in any proposals moving forward</p> <p>No direct implications</p> |
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6. BACKGROUND DOCUMENTS (or there are no background papers to this report)

No background papers to this report

Mark Gaffney
Director of Neighbourhoods

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| Report Author: | Telephone: | Date: |
| Howard Anthony | 5546 | 31/10/2017 |