

**Officer Key Decision Notice –Public**

**Part A** – to be provisionally completed prior to the meeting and finalised after the meeting following agreement with the decision maker.

1. **Chief Officer:** Director of Economy, Environment and Housing in consultation with the Head of Legal and Governance
2. **Date of the Decision:** 10 August 2021
3. **Subject (title and description):** Award of contract for Business Planning updates, Economic Impact Assessment and Full Business Case development for Harrogate Convention Centre (HCC) redevelopment project.
4. **Did the decision maker declare an interest?** No
5. **Lead Officer:** Rebecca Micallef, Economy and Transport Officer
6. **Was all or any part of the report exempt?** Yes – the tender evaluation at Appendix 1 was exempt

**If yes, is there an Exempt Decision Notice?** No

7. **The Decision:**

That the Director of Economy, Environment and Housing, in consultation with the Head of Legal and Governance agree to the appointment of the winning bidder being KPMG to carry out the following work in support of the HCC redevelopment project:

  - Business planning updates in relation to HCC operation of the asset for Phases 1 and 2 of the proposed redevelopment;
  - An Economic Impact Assessment (EIA) in relation to all phases of the proposed redevelopment; and
  - A Green Book compliant Full Business Case for Phase 1 and updated Outline Business Case for Phases 2 and 3.
8. **Reasons for the Decision:**

As part of the HCC redevelopment project, the Council is seeking to award a contract for business planning updates, an Economic Impact Assessment and Full Business Case development. HCC is a vital economic driver for the Harrogate district and wider region, providing a unique offer for the conference and exhibition market. The redevelopment of the venue offers the potential to deliver an exciting and major transformational project and is critical to the Covid-19 economic recovery plan for Harrogate district. The need for this work to support the HCC redevelopment project, as well as an initial budget to support its delivery, was agreed by Cabinet on 29 July 2020. A revised budget was agreed as part of the Capital & Investment Programme Report on 23 June 2021. Both were referred to Council for final approval.

This work is required to;

- update and further develop the work already completed in relation to the HCC redevelopment project;
- inform a significant Council investment decision; and
- support grant funding applications for external funding to government and Local Enterprise Partnerships to enable delivery.

The award follows a procurement exercise via the Crown Commercial Services (CCS) Managed consultancy framework (MCF) Lot 2 finance. This framework has a number of specialist suppliers listed that demonstrated the relevant experience required within the convention and exhibition sectors.

9. **Alternative Options Considered and Rejected:**

To not undertake this work is not an option. Business planning updates are required to understand the changes required since initial work was completed, not least to consider the impact of Covid-19 on HCC's business strategy, the wider industry and the redevelopment proposals. A Full Business Case and Economic Impact Assessment is necessary in order to inform Council investment decisions and to secure external funding support for the project.

10. **Is this a Key Decision:** Yes

**If yes, please state Forward Plan reference number:** 39ED21

**Part B – Key Decisions Only** – *to be completed by Democratic Services*

11. **Is the decision subject to call in:** Yes

12. **End of the Call-In Period:** 4.30pm Wednesday 18 August 2021