

**FORWARD PLAN SELECT COMMITTEE**  
**25<sup>TH</sup> FEBRUARY 2004**

**Briefing notes on Issues included in the Forward Plan Issue 19 - 2003/04**

**SERVICE AREA:** Environment

Report ref	Report title
	<b>Willesden Sports Centre PFI – Full Business Case</b>
<p><b>Summary:</b> At the Executive meeting on the 18<sup>th</sup> August 2003, it was agreed that authority be delegated to the Director of Environment to submit a Full Business Case (FBC) to the department of Culture, Media and Sport (DCMS).</p> <p>The report will provide members with an update on the Willesden Sports Centre PFI scheme negotiations and of the key issues included within the FBC. The FBC will include details for the facilities and services to be provided and how the service objectives within the outline business case have been met. It will include a value for money and affordability analysis, and the allocation of major risks including demand risk, construction and design risk, operating cost and maintenance risk and availability risk. The FBC will also include an overview of the payment mechanism, including how the monthly unitary charge will be calculated taking account of the contractor performance and the availability of services.</p> <p>Negotiations with the preferred bidder have been on-going since August 2003 and include all the areas outlined above. These can be summarised as design, service, commercial and legal. Clarification on the ‘demand risk’ issue is taking longer than expected in the original timetable as there is no standardised approach to this with Leisure PFI Schemes. It is likely that the FBC will be complete in April/ May 2004.</p>	
<p><b>Nature of Decision to be taken/Intended Outcome</b> Members to agree the Full Business Case submitted to the department for Culture, Media and Sport.</p>	
<p><b>Timescale for decision:</b> See summary above.</p>	
<p><b>Contact Details:</b> Sue Harper, Assistant Director, Environment, Ext 5129</p>	

