



DECISION OF DIRECTOR OF DEVELOPMENT AND ENVIRONMENT

DECISION NO. 16/17 DE 202

SUBJECT: Consultancy support for FoodWorks^{SW} Final Business Plan

Background:

Further evidence of business need and demand is required to include in the FoodWorks^{SW} final business case that will be submitted to the West of England Local Enterprise Partnership (LEP) in December 2016.

This work will build on existing online surveys, face to face interviews and the knowledge base built up over the last 18 months to update and increase the amount of evidence. This level of detail is required to clearly demonstrate to the LEP the demand for the FoodWorks^{SW} Innovation Centre and the benefits it will bring in terms of business activity, profile and productivity to the West of England.

The last 'challenge' session from the LEP, following the submission of the updated business case in May 2016, highlighted the need to provide further clarity on the users of the centre and why the intended focus of the Centre is on high growth SMEs and not larger corporates.

This work will also provide further information to help the design of the centre, particularly the equipment and services that will be needed. It will also provide detailed case studies/reports to demonstrate what can be achieved if the right support and facilities are available and highlight what is holding these businesses back in terms of growth, innovation, research, development and exporting.

Whilst the knowledge of the sector is very strong for North Somerset it is vital that the Economic Development Service can demonstrate this need and demand exists across the wider region.

TJR Consulting provided the lowest quote and are immediately available to undertake the 2 week project. The consultant has the relevant experience in the sector, business contacts and a clear understanding of what is required.

The Contract

The contract will cover 6 days of work that will provide further business information and case studies to add to the evidence base for the development of FoodWorks^{SW}.

The budget of £2,100 for this work will be funded from a grant from the WoE Local Enterprise Partnership to enable the development of the Full Business Case for the Centre to be submitted to the LEP during December 2016.

The quote for this work is attached.

DECISION:

That a contract is entered into with TJR Consulting based on the submitted quote of £2,100 +VAT for this work is to commence from 25 October 2016.

Reasons:

1. This was the lowest quote received and the consultant was able to start immediately.
2. The consultant has the required knowledge of the project and experience in the sector to undertake the work, particular in terms of business contacts.

Other Alternatives Considered:

Economic Development Service carry out the work. There is no capacity within the team to undertake the work. The Service has limited business contacts outside of the Authority area.

Risk Assessment:

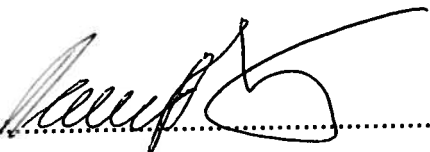
This is a short time piece of work that the Consultants have the time and contacts to complete to the brief. The Consultant undertaking the work has many years experience working within the sector while with local colleges and the Somerset Larder Hinkley supply chain project.

Financial Implications:

The decision is within the relevant budget of the Directorate from £25k of funding specifically provided by the LEP to enable further detailed work to be carried out for a final business plan submission in December

Implications for Future Years:

None.

Signed 

Director of Development and Environment

Dated... 27/10/16

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Estimate Number: 1014

Estimate Date: October 18, 2016

Expires On: November 18, 2016

Grand Total (GBP): £2,100.00

Product/Service	Quantity	Price	Amount
Consultancy day rate Consultancy day rate to research, interview, prepare and write up to six case studies to support tender submission by North Somerset Council. To provide and submit other information gained that will support further aspects of the Foodworks project.	6	£350.00	£2,100.00

Total: £2,100.00

Grand Total (GBP): £2,100.00

Notes

BACS Payment
TJ Rigby
A/c 93908208
S/c 20-20-20
Barclays

