

Decision Recording Form

Title	Appointment of a Business Planner for the Ipswich Museum NLHF Project	Decision Maker	Operations Manager - Major Capital Schemes
Date of decision	23 rd March 2020	Source of authority	Constitution, Part 3, Section 5, paragraph 8.2 a & b
Date of Publication			

Background and Reason for decision

Ipswich Borough Council seeks to appoint a Business Plan Consultant to support the development of Ipswich Museum's NLHF project.

The Business Plan consultant will work with key partner organisations, stakeholders and the community to develop a viable 10-year Business Plan. This commission is to develop a plan to help assess the financial implications of the project and to demonstrate its long-term viability.

Following a procurement process, the tender that scored highest on the key evaluation criteria for experience, knowledge and programme was submitted by Bryn Jones Associates for the sum of £20,000 which will be funded from the existing NLHF development phase budget.

Decision: To appoint Bryn Jones Associates

Reason: To progress the Business Plan as an approved purpose of the NLHF project.

Internal Consultees: Procurement Officers, MCS and project delivery team.

Conflict of interest	N/A	Relevant Portfolio(s)	Development. Culture and Environment
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ALL WARDS		N/A							
NW		NE		CENTRAL		SW		SE	
Castle Hill		Bixley		Alexandra		Bridge		Gainsborough	
Whitton		Rushmere		St Margaret's		Gipping		Holywells	
Whitehouse		St John's		Westgate	x	Sprites		Priory Heath	
						Stoke Park			

Once complete the Decision Maker must send this form and any background documentation for publication to Monitoring.officer@ipswich.gov.uk

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