

WANDSWORTH BOROUGH COUNCIL

COMMUNITY SERVICES OVERVIEW AND SCRUTINY COMMITTEE –  
19TH SEPTEMBER 2017

FINANCE AND CORPORATE RESOURCES OVERVIEW AND SCRUTINY  
COMMITTEE – 28TH SEPTEMBER 2017

EXECUTIVE – 29TH SEPTEMBER 2017

Report by the Director of Environment and Community Services on the  
outcome of a tender for the management, maintenance and the  
redevelopment of the pavilion and playing fields at Roehampton Playing  
Fields, Dover House Road, SW15 (West Putney)

SUMMARY

This report proposes, subject to the outcome of the necessary statutory processes, the award of a concession contract for the management, maintenance of Roehampton Playing Fields and the redevelopment of the existing pavilion at Dover House Road, SW15 to TFC Leisure Limited.

It also contains a proposal to advertise the Council's intention to dispose of land at Roehampton Playing Fields, by way of a lease.

The Director of Resources comments that the proposal to dispose of land at Roehampton Playing Fields by way of a lease, and to award a concession to contract to TFC Leisure Limited for the redevelopment of the existing pavilion at Dover House Road, and management and maintenance of the Playing fields will have economic benefits to the Council by saving the current cost of grounds maintenance on the site of £50,000 per annum and generating an income stream for the Council's General Fund Revenue Budget over the next 30 years.. Appropriate budget adjustments will be made in the Councils Development Budget. The proposal will also provide improvements in sports facilities and services.

There are risks to the completion of the proposal due to planning consent requirements and potential objections delaying or preventing the project from progressing. There is also a potential risk to the income stream projected for the Council, which is profiled in such a way that revenues are far lower in earlier years than they are in later years and there is a feasibility and deliverability risk for the provider should they not meet their income targets for the project. The Council will need to manage the process effectively with the provider to ensure they are delivering as expected to target so that the envisaged revenues are able to be received.

**GLOSSARY**

OSC	Overview and Scrutiny Committee
RPI	Retail Price Index
SIPS	Structurally insulated panels
SLLP	South London Legal Partnership
TFC	Tennis and Football Centre Leisure Limited
TUPE	Transfer of Undertakings (Protection of Employment) Regulations 2006

**RECOMMENDATIONS**

1. The Community Services Overview and Scrutiny Committee (OSC) are recommended to support the recommendation to the Executive in paragraph 3(a). The Finance and Corporate Resources OSC are recommended to support the recommendations in paragraph 3(b) –(d).
2. If the Committees approve any views, comments or additional recommendations on this report, these will be submitted to the Executive and/or the appropriate regulatory and other committees for consideration.
3. The Executive is recommended to -
  - (a) approve the award of a concession contract to TFC Leisure Limited for the management and maintenance of Roehampton Playing Fields and redevelopment of the existing pavilion at Dover House Road, SW15 as outlined in their tender submission;
  - (b) to advertise the Council's intention to dispose of land at Roehampton Playing Fields, by way of a lease;
  - (c) subject to no objections being received in response to the advertisements, to grant the said lease on such detailed terms and conditions as are approved by the Director of Environment and Community Services, following consultation with the Assistant Director of Housing and Regeneration (Property Services, in consultation with the Head of Legal Services (South London Legal Partnership); and
  - (d) agree that in the event that objections are received in response to the advertisements, such objections shall be reported to committee and the Executive together with proposals as to whether the proposed lease agreements should be granted or not.

**BACKGROUND**

4. In July 2016, the Executive approved (Paper No. 16-242) a recommendation to seek bids for a concession contract to manage and maintain Roehampton Playing Fields and to re-provide the pavilion at Dover House Road, SW15 - the principal terms of the letting to include:
  - A lease for 30 years;
  - Protection of existing customers' use of the facility for the lease term; and
  - Hire fees (for existing facilities only) to be aligned with the Councils charges at similar playing fields for the term.
5. In Autumn 2016, the Council openly sought expressions of interest from the market for this concession contract for the management and maintenance of the Playing Fields and redevelopment of the site. This opportunity was advertised in the South London Press on 20th and 28th October 2016 and in Leisure Opportunities (trade press) on 1st and 15th November 2016. A plan showing the extent of the playing fields is provided in Appendix 1.
6. This was a two-stage procurement exercise. The Stage 1 process sought information including outline proposals and a site strategy for Roehampton Playing Fields from potential bidders. The Stage 1 of the procurement process concluded in January 2017 and only two potential bidders emerged for this concession contract. These were The Wimbledon Club (hockey) and TFC Leisure Limited (TFC). Following the evaluation process, these two bidders were invited to firm up their proposals in the form of a Final Tender - Stage 2.
7. In May 2017, TFC submitted a final Stage 2 tender but Wimbledon Club withdrew from the Stage 2 process with no known reason(s). Following evaluation of TFC's initial tender a clarification meeting was held relating to some of their proposals. Further to the clarification meeting a letter was issued to TFC on 13th July 2017 requesting final details of their tender submission. . A revised submission to the areas queried was received, assessed and accepted by the Council's officers.

**TENDER**

8. The tender from TFC Leisure Ltd. includes:
  - (i) proposals to develop outdoor sports facilities providing artificial lighting proposals to a full-size third generation (3G) Artificial Grass Pitch with goal storage areas and spectator area measuring 112mx 76m. This would be capable of providing 5v5, 7v7 and 11v11 a side football opportunities and general hockey and rugby training;

## ***Roehampton Playing Fields***

- (ii) proposals to include resurfacing of the existing multi use sports area providing five tennis courts, four netball courts, a junior hockey training area, junior lacrosse training area, tag rugby, kwik, junior and senior cricket provision and a school Physical Education lesson training area. The proposed Winter and Summer sports pitch layouts and the new facilities are shown in Appendix 2a and 2b;
- (iii) proposals to construct a new single-storey pavilion, constructed from structurally insulated panels (SIPS); the internal facilities to accommodate six changing rooms with showers and WCs designed to meet the requirements of Football Association/Sport England. The layout of the proposed new pavilion is shown at Appendix 3; and
- (iv) the Council is aware that Idverde and the new business will need to liaise and agree the transfer of any staff protected under TUPE. The schedule will be designed to ensure sufficient time for consultation is available and in conjunction with Human Resources a framework of steps to be taken can be provided to ensure any transfers are undertaken adequately (see paragraph 21 below).

### **TENDER ANALYSIS**

9. The table below details the evaluation criteria and the scores awarded following the tender evaluation process.

<b><u>Evaluation Criteria</u></b>	<b>Quality</b>	<b>Contract Sum</b>	<b>Total Score</b>
<b><u>Weighting Percentage</u></b>	<b>40%</b>	<b>60%</b>	<b>100%</b>
<b>TFC</b>	<b>22.8%</b>	<b>60%</b>	<b>82.8%</b>

10. Following receipt of the additional information which provided the clarification sought, officers were satisfied that TFC's tender met the Council's expectations as outlined below:
- (a) Protecting the use for the existing customers, including the times of use for the duration of the lease;
  - (b) A lease for 30 years representing an income stream to the Councils General Fund Revenue Budget;
  - (c) For the term of the lease, hire fees for existing facilities only, to be aligned with the Council's charges;
  - (d) saving the Council approximately £50,000 per annum for the grounds maintenance on the site;

- (e) generating rental income and improved facilities for the users of the playing fields; and
- (f) TFC to invest capital resources into improving the site and completing approved works within three years of the contract starting (subject to planning permission); the improvements to include:
  - (i) the construction of a new or refurbished pavilion;
  - (ii) the provision of a 3G artificial grass pitch which should achieve support from Sport England for TFC's planning submission;
  - (iii) the provision of artificial lighting;
  - (iv) refurbished tennis / netball courts;
  - (v) the inclusion of a café to be accommodated within the main communal area of the proposed new pavilion to include, children's soft play area and seating area; and
  - (vi) continuity of the changing facilities during the construction of the new pavilion by the provision of a temporary changing/shower/toilet block that provide Sports England recommended standard facilities; to include 4-team changing rooms with showers and officials changing room and a reception.

**COMMENTS OF THE ASSISTANT DIRECTOR OF HOUSING AND REGENERATION (PROPERTY SERVICES)**

- 11. The Council owns the freehold interest to Roehampton Playing Fields, Dover House Road, SW15 (Freehold title number TGL34299).
- 12. It is proposed that the Council enters into an Agreement for a Lease with TFC and, upon TFC securing planning permission for its proposed refurbishment to the pavilion, the proposed lease would then commence. The lease documentation would be granted contemporaneously with an Operations Agreement. A summary of the key heads of terms for this proposed letting to TFC Leisure Limited is as follows:-

Term	30 years
Rent reviews	Rent to be indexed to RPI annually.
User	Use by members of the community as contemplated and governed by the Operations Agreement.
Repairs	Full repairing lease
Lease	Lease to be 'contracted out' of the Landlord and Tenant

## ***Roehampton Playing Fields***

Act 1954 (Part 2)
-------------------

13. This opportunity has been openly and widely marketed. Consequently it is considered that the proposal meets the Council's statutory obligation to achieve best consideration when disposing of an asset under section 123 of the Local Government Act 1972.

### ***Open space issues***

14. Roehampton Playing Fields is a public open space. The Open Spaces Act 1906 provides that a local authority shall hold and administer the open space in trust to allow, and with a view to, the enjoyment by the public as an open space within the meaning of the Act (including land which is laid out as a garden or is used for the purposes of recreation, or lies waste and unoccupied) and for no other purpose.
15. It is proposed to place a statutory notice advertising its intention to dispose of its interest by way of a lease of open space land in accordance with Section 123 (2A) Local Government Act 1972. A draft of the proposed notice and plans attached in Appendix 4.
16. The statutory notice would be advertised in the local press for two consecutive weeks setting out the Council's intention to dispose by way of lease of 30 years the open space known as Roehampton Playing Fields.
17. Subject to no objections being received in response to the advertisements, it is proposed to grant the said lease on such detailed terms and conditions as are approved by the Director of Environment and Community Services, following consultation with the Assistant Director for Housing and Regeneration (Property Services) and the Head of Legal Services (SLLP).
18. In the event that objections are received in response to the advertisements, such objections would reported to committee and the Executive together with proposals as to whether the proposed lease agreements should be granted or not.

### **COMMENTS OF THE DIRECTOR OF RESOURCES**

19. The Director of Resources comments that the proposal to dispose of land at Roehampton Playing Fields by way of a lease, and to award a concession to contract to TFC Leisure Ltd. for the redevelopment of the existing pavilion at Dover House Road, and management and maintenance of Roehampton Playing Fields, will have economic benefits to the Council by saving the current cost of grounds maintenance on the site of £50,000 per annum and generating an income stream for the Council over the next 30 years. Appropriate budget adjustments will be made in the Councils Development Budget.

The proposal will also provide improvements in sports facilities and services.

20. There are risks to the completion of the proposal due to planning consent requirements and potential objections delaying or preventing the project from progressing. There is also a potential risk to the income stream projected for the Council, which is profiled in such a way that revenues are far lower in earlier years than they are in later years and there is a feasibility and deliverability risk for the provider should they not meet their income targets for the project. The Council will need to manage the process effectively with the provider to ensure they are delivering as expected to target so that the envisaged revenues are able to be received

**COMMENTS OF THE ASSISTANT DIRECTOR OF RESOURCES  
(CORPORATE SERVICES) REGARDING TUPE ASPECTS**

21. The current employer of any staff impacted will need to consult appropriately, in line with employment legislation. It is understood that the Council does not employ any staff directly affected, so there are no Council specific Human Resources requirements

**CONCLUSION**

22. On the basis of the tenders submitted, it is proposed, subject to the outcome of the necessary statutory processes, to award a concession contract for the management, maintenance of Roehampton Playing Fields and the redevelopment of the existing pavilion at Dover House Road, SW15 to TFC Leisure Ltd.

---

The Town Hall  
Wandsworth  
SW18 2PU

PAUL CHADWICK  
Director of Environment and Community Services

11th September 2017

**Background papers**

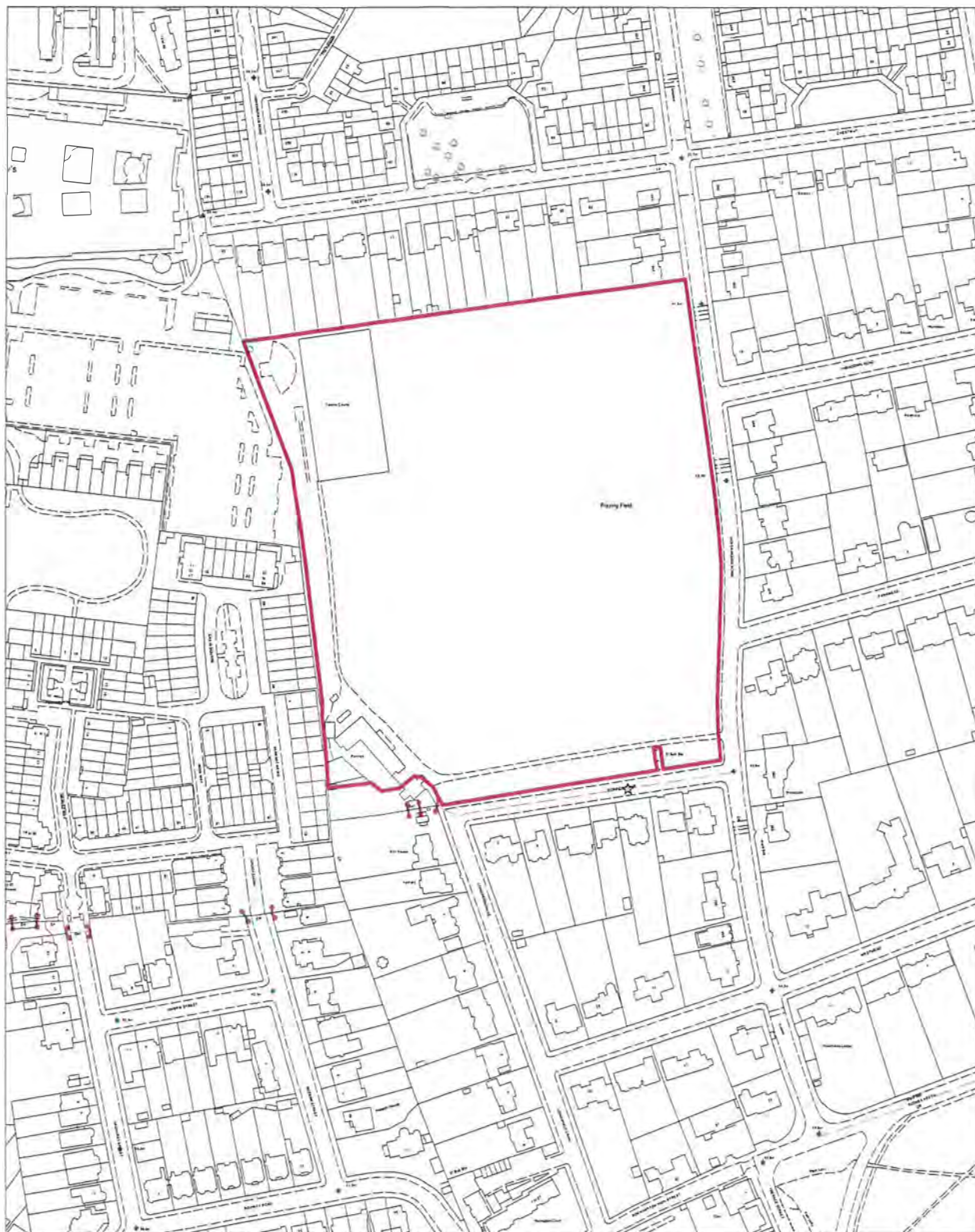
There are no background papers to this report.

All reports to Overview and Scrutiny Committees, regulatory and other committees, the Executive and the full Council can be viewed on the Council's website ([www.wandsworth.gov.uk/moderngov](http://www.wandsworth.gov.uk/moderngov)) unless the report was published before May 2001, in which case the Committee Secretary (Mr P Sass – 020 8871 6005; email [psass@wandsworth.gov.uk](mailto:psass@wandsworth.gov.uk)) can supply it if required.



# Roehampton Playing Fields

## Appendix 1 to Paper No. 17-285 Location Map of Roehampton Playing Fields



Roehampton Playing Fields, Dover House Road SW15  
(4.75HA)

Plan Number: PT/036B

**Wandsworth**

Andy Algar  
Assistant Director, Property Services

WANDSWORTH BOROUGH COUNCIL  
FINANCE DEPARTMENT

Date: 28/01/2016

The Town Hall  
Wandsworth High Street  
London SW18 2PU

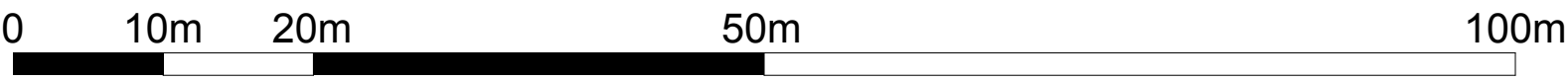
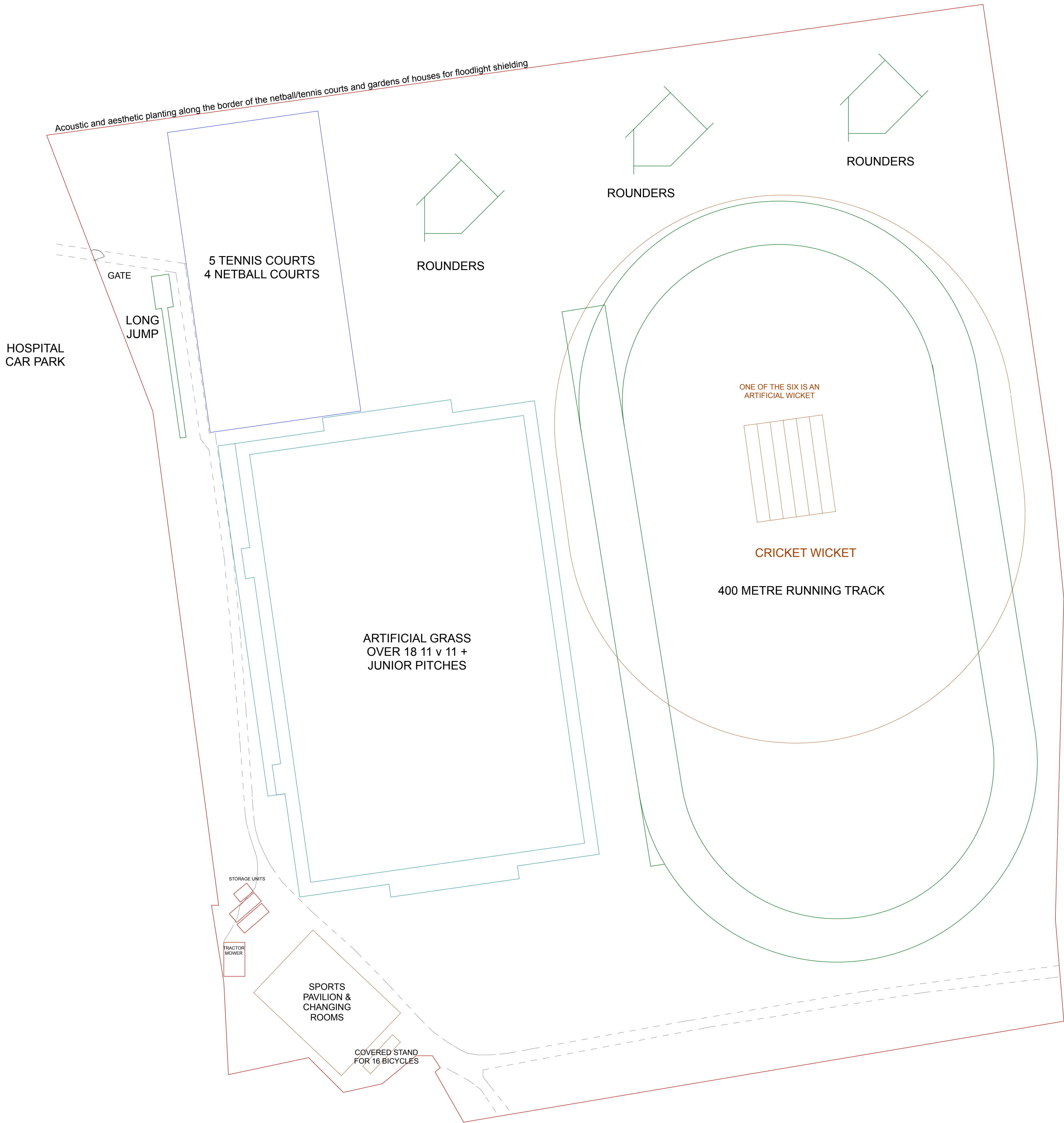


This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of the Queen's Stationery Office. © Crown Copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution in civil proceedings.  
Wandsworth Council, 1.6.2009/03/2016





<b>INDIGO BLUE WORKS LIMITED</b> <small>ARCHITECTURAL DESIGN SERVICE</small> 124 ALEXANDRA ROAD LONDON SW19 7JY TEL: 020 8947 7548 FAX: 020 8947 6839 <a href="mailto:info@indigoblueworks.com">info@indigoblueworks.com</a>	
DATE: 20/07/2017	REF: C WARREN
SITE: ROEHAMPTON PLAYING FIELDS DOVER HOUSE ROAD LONDON SW15 5BP	
DRAWING No. 2708	REVISION No. 8
SCALE: 1-500 @ A1	

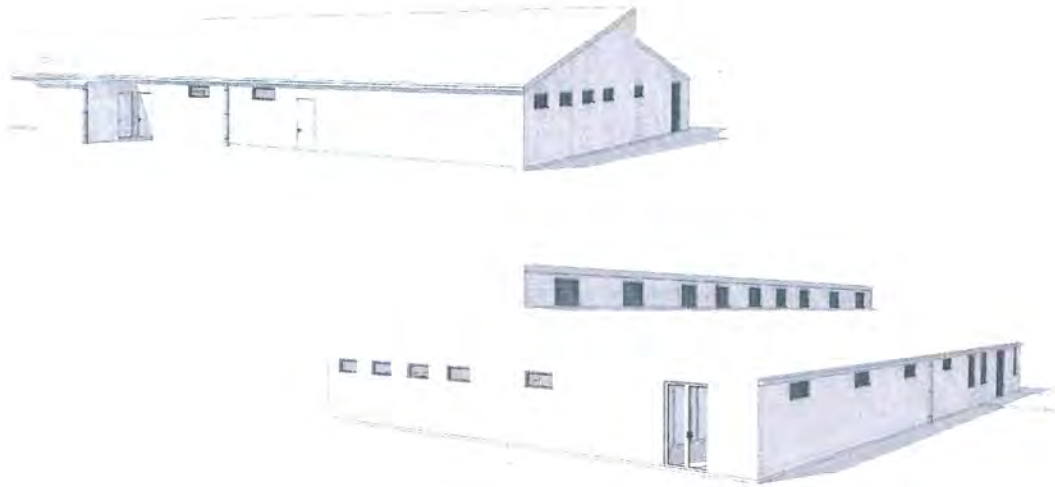
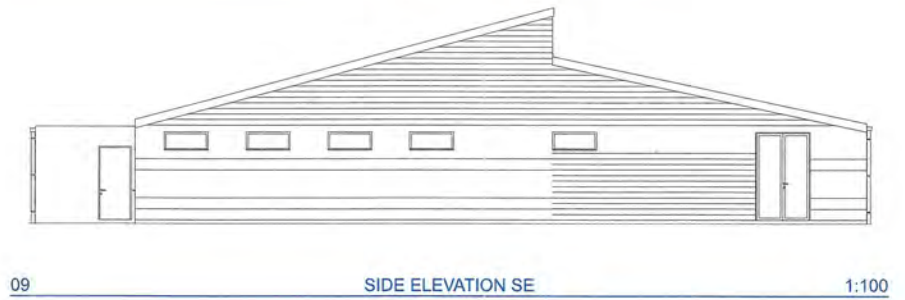
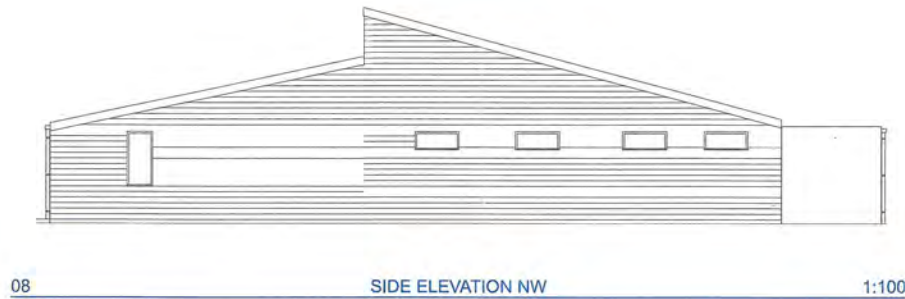
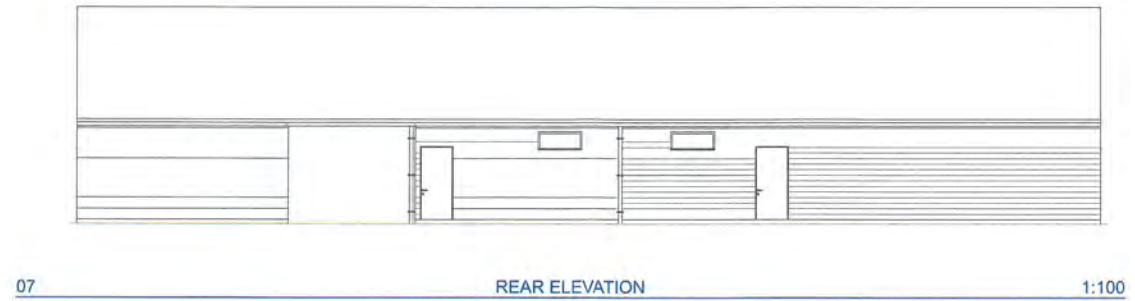
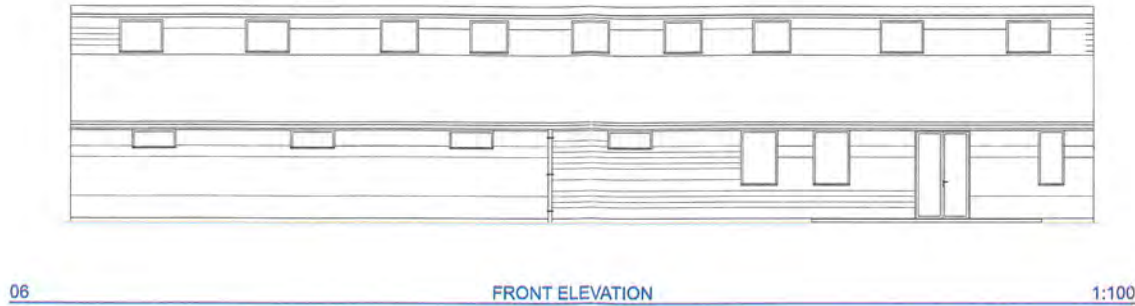
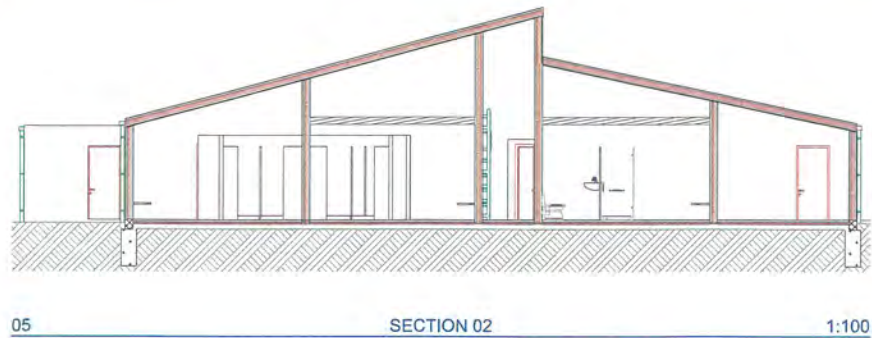
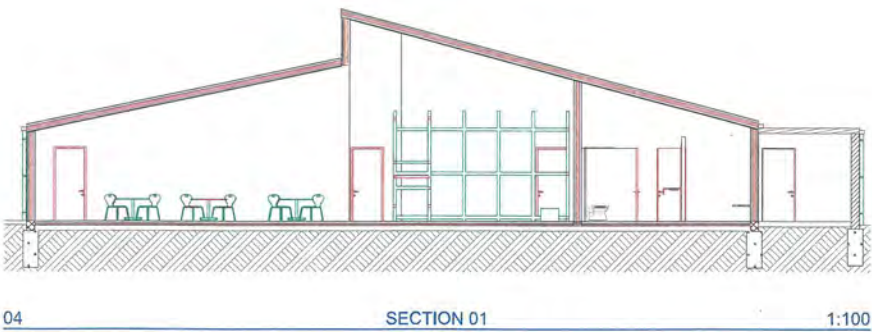
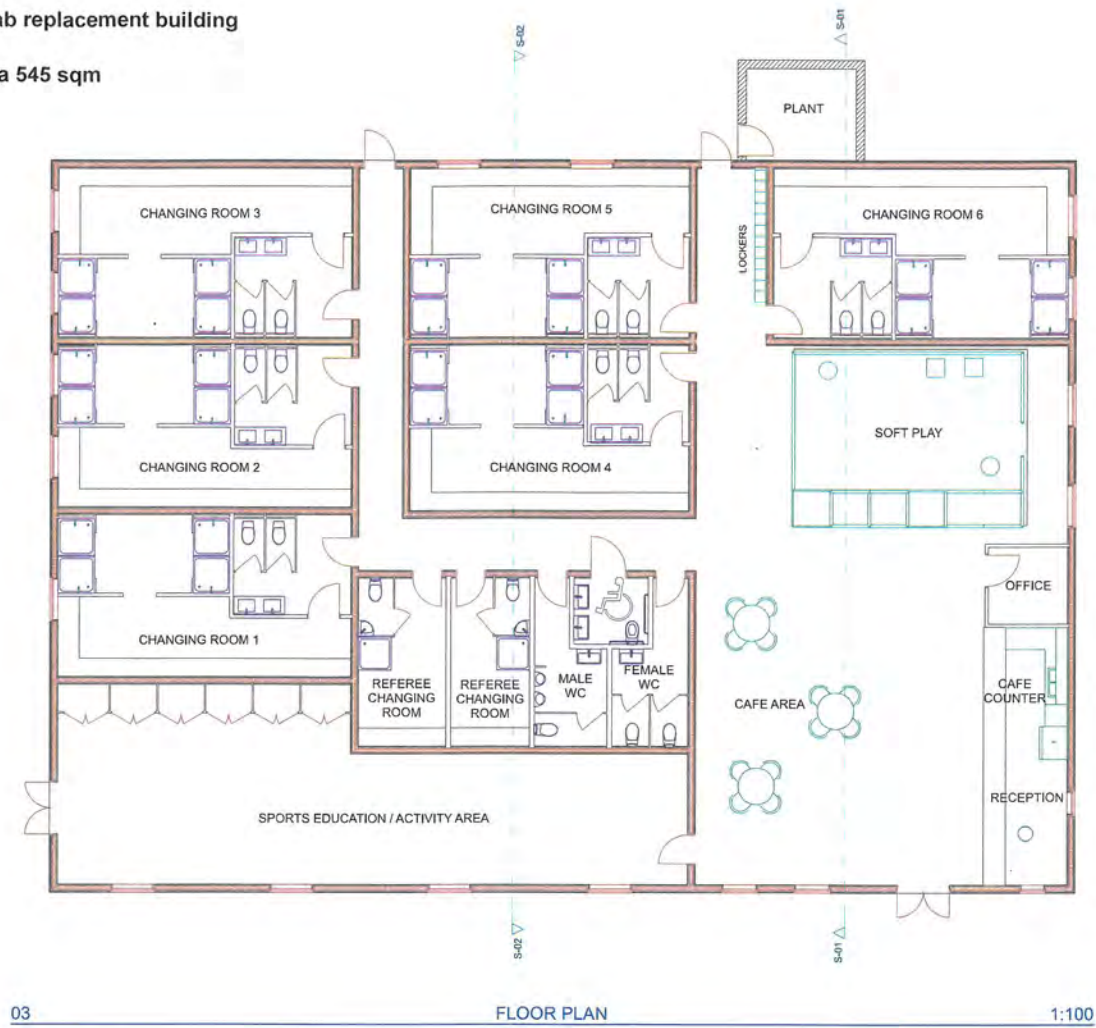


INDIGO BLUE WORKS LIMITED <small>ARCHITECTURAL DESIGN SERVICE</small> 124 ALEXANDRA ROAD LONDON SW19 7JY TEL: 020 8947 7548 FAX: 020 8947 6839 <a href="mailto:info@indigoblueworks.com">info@indigoblueworks.com</a>	
DATE: 20/07/2017	REF: C WARREN
SITE: ROEHAMPTON PLAYING FIELDS DOVER HOUSE ROAD LONDON SW15 5BP	
DRAWING No. 2709	REVISION No. 8
SCALE: 1:500 @ A1	



PROPOSED SPORTS PAVILION AND CHANGING ROOMS

TFC Leisure Limited (May 2017)  
Single storey prefab replacement building  
Gross Internal Area 545 sqm



INDIGO BLUE WORKS LIMITED ARCHITECTURAL DESIGN SERVICE 124 ALEXANDRA ROAD LONDON SW19 7JY TEL: 020 8947 7548 FAX: 020 8947 6839 info@indigoblueworks.com	
DATE: 12/05/2017	REF: C WARREN
SITE: ROEHAMPTON PLAYING FIELDS DOVER HOUSE ROAD LONDON SW15 5BP	
DRAWING No. 2734	REVISION No. 2
SCALE: 1-100 @ A1	

**OFFICIAL NOTICE**

**WANDSWORTH BOROUGH COUNCIL**

**Section 123 (2A) Local Government Act 1972**

**Roehampton Playing Fields  
Dover House Road,  
London SW15**

NOTICE IS HEREBY GIVEN that the Council of the London Borough of Wandsworth intends to dispose of the above-mentioned open space land having a total area of approximately 4.75 hectares.

For clarification: in this instance "intention to dispose" refers to the Council's intention to grant a lease of 30 years to TFC Leisure Ltd for Roehampton Playing Fields, Dover House Road, London SW15.

Plans showing the location and extent of the area to be disposed of may be inspected during normal office hours at the Customer Centre, Wandsworth High Street, London SW18 2PU.

Objections to the intended disposal must be made in writing addressed to: The Director of Environment and Community Services (F.A.O. Ms. Jo Shearer), Wandsworth Borough Council, unit 1F Tadmore House, Frogmore Complex, Dormay Street, London SW18 1EY by no later than **date month** 2017.

DATED this **date day of month** 2017

PAUL MARTIN  
Chief Executive

The Town Hall  
Wandsworth  
London  
SW18 2PU