

## **ROEHAMPTON PLAYING FIELDS**

This folder contains a copy of the Intention to Dispose (by way of a 30 year lease) of Roehampton Playing Fields, Dover House Road, London SW15, as published in the Wandsworth Guardian on Thursday 9<sup>th</sup> November 2017 and which is currently displayed at Roehampton Playing Fields.

The folder is to be kept at the Customer Centre's main desk, Wandsworth Town Hall until closing time on Friday 8<sup>th</sup> December and made available to any member of public who asks to view the contents.

The folder must NOT be removed from the desk and will be collected on Monday the 11<sup>th</sup> December 2017.



## OFFICIAL NOTICE

### WANDSWORTH BOROUGH COUNCIL

#### **Intention to dispose (by way of a 30 year lease) of Roehampton Playing Fields, Dover House Road, London SW15**

Local Government Act 1972, Section 123 (2A)

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 Limited for the management and maintenance of Roehampton Playing Fields and the redevelopment of the existing pavilion and sports facilities at 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 during normal office hours, and Roehampton Library, 2 Danebury Ave, London SW15 4HD during normal library opening hours, namely:-

9:00am – 7:00pm Monday and Wednesday  
9:00am – 5:00pm Friday  
10:00am – 2:30pm Saturday

There will also be an opportunity to find out more about the proposals for the future of the Playing Fields at an open evening which will be held on Monday, 13th November 2017, between 4pm and 7pm at the pavilion, Roehampton Playing Fields, Dover House Road, SW15.

Comments and 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 8th December 2017.

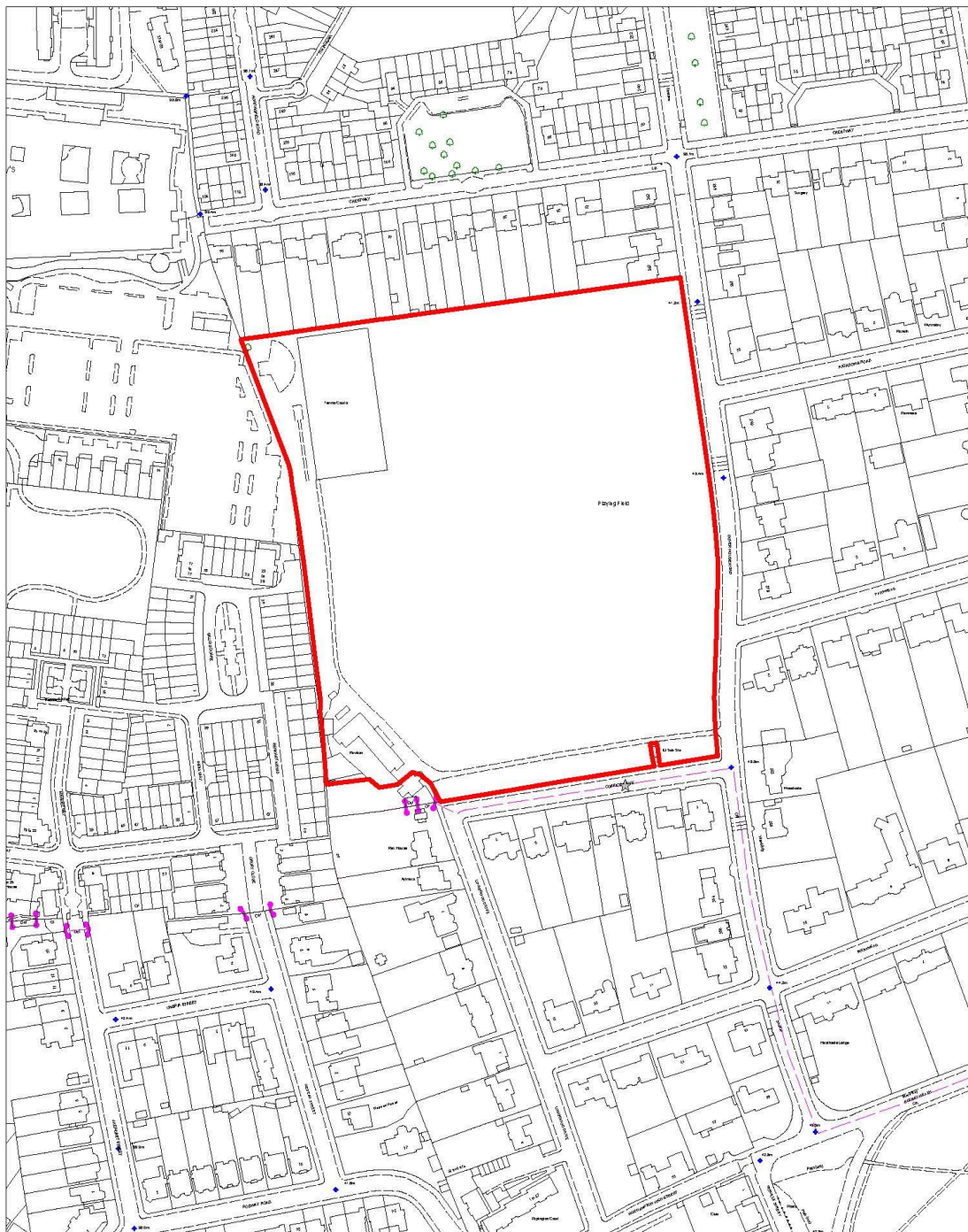
**Additional information: or e-mail**

**[RoehamptonPlayingFieldsProposal@wandsworth.gov.uk](mailto:RoehamptonPlayingFieldsProposal@wandsworth.gov.uk)**

DATED this 9th day of November 2017

PAUL MARTIN  
Chief Executive

The Town Hall  
Wandsworth  
London  
SW18 2PU



**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**

**Scale: 1:2500**

**Date: 28/01/2016**

The Town Hall  
Wandsworth High Street  
London SW18 2PU



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Committee paper 17-285

<https://democracy.wandsworth.gov.uk/documents/s52315/019a%2017-285%20Roehampton%20Playing%20Fields%20Award%20002.pdf> ;

<https://democracy.wandsworth.gov.uk/documents/s52316/019b%2017-285%20Roehampton%20Playing%20Fields%20Appendix%201.pdf>  
; <https://democracy.wandsworth.gov.uk/documents/s52317/019c%2017-285%20Roehampton%20Playing%20Fields%20Appendix%202a%20RPF-Winter%20Pitch%20Layout.pdf> ;

<https://democracy.wandsworth.gov.uk/documents/s52318/019d%2017-285%20Roehampton%20Playing%20Fields%20Appendix%202b%20RPF-Summer%20Pitch%20Layout-.pdf> ;

<https://democracy.wandsworth.gov.uk/documents/s52319/019e%2017-285%20Roehampton%20Playing%20Fields%20Appendix%203.pdf> ;  
<https://democracy.wandsworth.gov.uk/documents/s52320/019f%2017-285%20Roehampton%20Playing%20Fields%20Award%20Appendix%204.pdf>

Committee paper 16-242;

<https://democracy.wandsworth.gov.uk/documents/s44420/16-242%20Roehampton%20Playing%20Fields.pdf> ;  
<https://democracy.wandsworth.gov.uk/documents/s44421/16-242%20Appendix%201%20Roehampton%20Playing%20Fields.pdf> ;  
<https://democracy.wandsworth.gov.uk/documents/s44422/16-242%20Appendices%202%20and%203%20Roehampton%20Playing%20Fields.pdf>



## **WANDSWORTH BOROUGH COUNCIL**

### **Intention to dispose (by way of a 30 year lease) of Roehampton Playing Fields, Dover House Road, London SW15**

#### **FREQUENTLY ASKED QUESTIONS:**

**QUESTION: Are the council selling the playing fields?**

**ANSWER:** No, the council is proposing to lease the site to a third party under the Local Government Act 1972, Section 123 (2A) to continue to provide playing fields for local schools and clubs and the council will retain the freehold.

**QUESTION: Will the successful bidder be able to change the use of the site?**

**ANSWER:** No, the lease requires the successful bidder to continue to maintain the site as playing fields and sport facilities.

**QUESTION: Will the existing users schools and local sports clubs be kicked off the site?**

**ANSWER:** No, following the last disposal notice in 2014 and feedback from local users and residents to the previous scheme the council confirmed that any new lease would protect existing users for the full length of the lease, i.e. 30 years.

**QUESTION: Will the charges for existing users to use the site be increased significantly to price them out of the site?**

**ANSWER:** No, the Council will protect the hire fees and charges for the existing grass sports pitches at the current rate and the successful bidder will only be able to increase them by inflation in line with the council charges for similar grass sport pitches elsewhere in the borough. In addition, the charges for the proposed new floodlight artificial grass pitch submitted as part of the tendering process are in line with charges for similar council facilities elsewhere in the borough and will form part of the contract with the successful bidder subject to the statutory process.

**QUESTION: Are there going to be floodlights?**

**ANSWER:** The proposed improvement plans include provision of a new full size artificial grass pitch including floodlights to meet the aims of the council's Playing Pitch Strategy as there is a shortage of this type of facility in the borough to meet current demand for training facilities for young people and adults. However, these improvement plans are subject to planning approval a separate process, once and if the decision to grant a lease is confirmed.

**QUESTION: What are the likely opening hours of the new improved playing fields?**

**ANSWER:** The proposed opening hours of the new site following any improvements will be 9:00am – 09:00pm Monday to Friday and 09:00am – 07:00pm Saturday to Sunday.

**QUESTION: Will there be increased usage of the site?**

**ANSWER:** Yes, currently the site is underused, particularly the tennis courts and given growing demand for sports pitches across the borough the site is important to help increase participation in sport and physical activity particularly for children and young people. The proposals allow the successful bidder to protect existing users whilst making the most of all the facilities throughout the week so that they are used to their potential.

**QUESTION: Will the new club house be licensed?**

**ANSWER:** The improvement proposals include a new pavilion which will have a café for users and passing trade but there is no provision to sell alcohol or become a drinking club or sports bar for members only. The site may as the current situation apply for temporary event notices for one off events, but that is no different to what could happen now under the current arrangements

**QUESTION: Will there be additional parking?**

**ANSWER:** We are aware of the concerns about the possibility of increased parking of which we are working on solutions to mitigate this, which will be presented as part of the planning application for the facility improvements to the site.

**QUESTION: Are my bookings secured for next season?**

**ANSWER:** Bookings are secure for this winter season (2017-18) and next years summer season (2018) and probably next winter season (2018-19), before any improvement works would start and the operator will try and minimise any disruption to pitch provision during any works. This is the first stage as planning permission will need to be sought during the next 12-18 months should the council grant a lease.

**QUESTION: What happens next?**

**ANSWER:** Following the end of the Notice period for the Disposal Notice, the council will collate any comments and if there are any objections received another committee report will be prepared for the Community Services Overview and Scrutiny Committee to consider any objections and whether the proposed lease agreement should be granted or not. If no objections are received the council will grant the said lease. The lease will set clear timelines for the proposed site improvements to ensure they are carried out in a timely manner with the least disruption to users.

**If you have any further questions about the proposed disposal, by means of a lease, of Roehampton Playing fields please contact Joanne Shearer, Leisure and Culture Contract Manager on [jshearer@wandsworth.gov.uk](mailto:jshearer@wandsworth.gov.uk)**

**Comments and 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 8th December 2017.





## **WANDSWORTH BOROUGH COUNCIL**

### **Intention to dispose (by way of a 30-year lease) of Roehampton Playing Fields, Dover House Road, London SW15**

#### **ADDITIONAL FREQUENTLY ASKED QUESTIONS FOLLOWING DROP IN SESSION HELD ON 13<sup>TH</sup> NOVEMBER 2017:**

**QUESTION: Why was I not informed about the drop in session of 13<sup>th</sup> November 2017.**

**ANSWER:** We held a drop in session, on 13<sup>th</sup> November following the publication of the statutory advertisement of the Council intention to dispose of Roehampton Playing Fields (by way of a lease) which was published in the Wandsworth Guardian on 9<sup>th</sup> November 2017, with an additional paragraph detailing the session. Additionally, the statutory advertisement was delivered to the properties that surround the playing fields and was e-mailed to all existing user organisations of the playing fields, and known interested parties including Dover House Road Residents' Association. The aim of this drop in session was to give the local community the opportunity to find out more about the proposals.

**QUESTION: Why was an e-mail address not included in the statutory notice for comments and objections rather than requesting these must be made in writing to the council address?**

**ANSWER:** The standard notice was issued in accordance with the provisions of section 123 (2A) of the Local Government Act 1972 which requires the placing of statutory advertisements in the local press for two consecutive weeks notifying the public of the Council's intention to dispose of open space plans and inviting objections.

The information packs held at Roehampton Library and the Customer Centre at the Town Hall provides an e-mail address for objectors to comment. Following the drop-in session on 13<sup>th</sup> November 2017, a designated-email address for the proposals has been created [RoehamptonPlayingFieldsProposal@wandsworth.gov.uk](mailto:RoehamptonPlayingFieldsProposal@wandsworth.gov.uk) and is detailed on the assigned information portal which can be found at [www.wandsworth.gov.uk/roehamptonplayingfields](http://www.wandsworth.gov.uk/roehamptonplayingfields)

**QUESTION: What happened with the previous tender award to the University of Roehampton?**

**ANSWER:** In May 2005 the Council's Executive Committee approved a proposal to replace the pavilion with a two storey building with changing rooms and a crèche and upgrade the overall facilities of the playing fields. (Committee Paper 05-345)

In November 2007, an advertisement was placed in the local paper inviting expressions of interest in the proposal.

Although the University of Roehampton sought to progress taking a lease of Roehampton Playing Fields in 2007 by September 2014, the university then decided that it no longer wished to proceed with the proposals.

**QUESTION: What notification and/or consultation has taken place on the current proposals, as I was unaware of the opportunity to tender?**

**ANSWER:** On 11th July 2016, the Council's Executive Committee approved the tendering of a new concession contract to redevelop and manage the existing pavilion and playing fields at Dover House Road. (Committee Paper No. 16-242) which included addressing many of the concerns raised in the objections received in August 2014 including:-

- a) A lease for 30 years
- b) Protection for existing users for the full length of the 30 year lease
- c) For the term of the lease, hire fees for existing grass sports pitches would be at the current rates with annual inflationary increases as approved by the Council.
- d) Re tender the proposals therefore existing users would have the opportunity to bid for the management of the site.

In October 2015 officers contacted the existing users of Roehampton Playing Fields advising that the previous negotiations with the University of Roehampton had become abortive hence the Council was in the process of reconsidering potential improvements of facilities there. As part of this process, the Council sought comments from the existing users of the playing fields on the draft heads of terms for the redevelopment proposal. (A key aspect of these fresh proposals was that the preservation and retention of all the existing users of the facilities at Roehampton playing fields for the entire length of the lease.)

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. As part of this process the Council advertised this opportunity on 20th and 28<sup>th</sup> October 2016 in the South London Press and on 1<sup>st</sup> and 15<sup>th</sup> November 2016 the opportunity was advertised in Leisure Opportunities (a national trade press publication).

Although the existing user organisations at Roehampton Playing Fields were individually invited to submit expression of interest, ultimately none of those organisations chose to submit.

Following a two stage tender process, TFC Leisure Limited emerged the preferred bidder for this opportunity.



**QUESTION: In the final tender submission from TFC only 25% of the usage time is allocated to existing users, is this correct?**

**ANSWER:** As part of the terms of the letting the protection of existing customer's use of the facility is included, therefore their current usage will not reduce under the terms of the new proposals. This quote of 25% usage time related to the previous process with Roehampton University. To re-iterate, as part of the terms of the letting agreement the protection of existing customer's use of the facility is included, therefore their current usage will not reduce under the terms of the new proposals.

The only change in the current grass sports pitches is a proposal to replace the existing grass 9v9 junior pitch by a full size 11v11 artificial grass pitch, to enable all year round play to be offered and greater use of the site. This proposal equates to an area of 8,512m<sup>2</sup> out of a total site area of 4.75 hectares. This leaves the rest of the site as grass playing fields and the 5no. tennis courts/ 4 netball courts will also be retained

The proposed opening hours of the new site following the improvements will be 9.00am – 9.00pm Monday to Friday and 9.00am to 7.00pm on the weekends. To achieve these hours, floodlights and a new full size artificial grass pitch are included in the proposal, to meet current demand for training facilities for young people and adults. These improvements plans will be subject to planning approval, if the decision to grant a lease is confirmed.

**QUESTION: I understand the existing users submitted a proposal but their covenant was not considered good enough, can you explain the reasoning for this?**

**ANSWER:** Although the existing user organisations at Roehampton Playing Fields were individually invited to submit expression of interest, ultimately none of those organisations chose to submit.

**QUESTION: Existing users would like to use the playing fields more but the current rates are too high.**

**ANSWER:** The current Council charges for the grass sports pitches at Roehampton Playing Fields are similar to those elsewhere in the borough, are approved annually by Council and annual increases are in line with inflation.

**QUESTION: It is not acceptable to have floodlighting in a conservation area.**

**ANSWER:** TFC Leisure Limited's proposed improvements will require planning permission which will be a separate rigorous process aside from the decision to dispose of the site by way of the grant of a 30-year lease. With the separate planning process, impacts on neighbouring residents and biodiversity are expected to be key parts for the consideration to determine the planning decision.

**QUESTION: How can the Council dispose of the land by way of a 30-year lease when the plans for the improvements have not been finalised or approved?**

**ANSWER:** The intention is to enter into an Agreement for Lease first followed by the granting a formal Lease following practical completion of TFC Leisure Limited's works. There are various long stop dates (the last day by which something must be done) in the Agreement for Lease such as;

- Approved Design of the pavilion – 6 months of entering into the Agreement for Lease;
- Planning permission– 18 months from the date of Approved Design; and,
- Conditions (approved design condition, planning condition, development condition, parking condition and statutory consent condition) – 42 months of entering into the Agreement for Lease
- Completion date – the later of;- (i)10 working days after satisfaction of all the Conditions; and (ii) 25 working days after the practical completion date.

Copies of the Agreement for Lease and the Draft Lease have been released and are available to view on the assigned information portal for the proposed developments of the playing fields which can be found at

[www.wandsworth.gov.uk/roehamptonplayingfields](http://www.wandsworth.gov.uk/roehamptonplayingfields)

TFC Leisure Limited's offer for Roehampton Playing Fields is not dependant on it obtaining planning permission for the floodlighting and the artificial grass pitch

**QUESTION: There will be an increased flood risk from the proposed artificial playing pitch.**

**ANSWER:** The improvement plans are subject to planning approval which are understood to include a Flood Risk Assessment as part of the future **planning application**.

**QUESTION: How can the Council promote an artificial pitch with a lifespan of 8 years in place of a grass pitch and the associated replacement issues?**

**ANSWER:** An artificial pitch can take far more use all year round than grass pitches. The Football Association, (The FA) recommend grass pitches are played on between 4 – 10hrs a week subject to drainage where as an artificial grass pitch can take anything between 40 – 60 hours a week usage regularly. An average life span of an artificial grass pitch can be anywhere between 8 – 12 years depending on usage and maintenance and the contractor will be expected to replace the top surface at twice during the 30 year lease and this has been taken account of within the business plan submitted with the tender along with a sufficient sinking fund. The provision of an artificial pitch will mean community and school uses will be able to continue to use the site even in times of inclement weather when grass sports maybe cancelled. The FA currently has an objective of 50% of all junior football being played on artificial grass pitches by 2020. The council's Playing Pitch Strategy

adopted in 2014 identified the need for up to four additional artificial grass pitches in the borough to meet existing demand for sports training and matches.

**QUESTION: There will be increased noise from the increased usage of the site.**

**ANSWER:** The improvement plans are subject to planning approval which will include a compliance with the Planning Policy Guidance 24 (PPG24) which guides local authorities in England on the use of their planning powers to minimise the adverse impact of noise. It outlines the considerations to be taken into account in determining planning applications both for noise-sensitive developments and for those activities which generate noise. A Noise Risk Assessment will need to be submitted as part of the **planning application**..

**QUESTION: Local families will not be able to enforce bedtime with the floodlighting, whistles and music until 10pm.**

**ANSWER:** It is proposed that all play will have a curfew of 9pm. The proposed hours of operation would be:-

- Monday to Friday: 9am – 9pm; and,
- Saturday and Sundays: 9am – 7pm.

A Noise Risk Assessment will need to be submitted as part of the **planning application**.

**QUESTION: There will be increased parking from the proposed artificial playing pitch.**

**ANSWER:** The Council and TFC Leisure Limited are aware of the concerns about the possibility of increased parking of which both parties are working on possible solutions to mitigate this, which will be presented as part of the planning application for the facility improvements to the site.

**QUESTION: Can a Controlled Parking Zone be introduced for Longwood/Coppice Drive?**

**ANSWER:** The introduction of a Controlled Parking Zone (CPZ), or changes to an existing zone, are considered in response to demand from local residents and businesses. Any proposal would require a demonstration that it has widespread support among local residents. The process is detailed here:

[http://www.wandsworth.gov.uk/info/200459/parking\\_zones/458/parking\\_consultation](http://www.wandsworth.gov.uk/info/200459/parking_zones/458/parking_consultation)  
[S](#)

**QUESTION: How can the Council show such little concern for the health and wellbeing of the residents of the Borough?**

**ANSWER** The provision of improved sports and playing field facilities will hopefully help those already using them to continue to have a positive impact on their health and wellbeing. The proposals will hopefully also assist those living and working in and around Roehampton Playing fields to be more active and participate in a wider range of sports on the site, such as tennis, netball, football, and cricket both through local schools, clubs, community users and through the ability to pay and play for activities which is not currently available at the site. The new operator will also be more proactive setting up new sessions to fill gaps in the current booking programme, as the site is generally under used, through more social and community based sessions.

**QUESTION: There will be a conflict between the financial gain for the Council from the proposed concession contract and the granting of the planning application.**

**ANSWER:** The granting of the lease and the planning approval are two separate and distinct processes. Under its role as the landowner, the Council is currently advertising its "Intention to Dispose" of the site (by way of a 30-year lease). Following the end of the notice period on 8<sup>th</sup> December 2017, the Council will collate all comments and objections received and present these to the Community Services Overview and Scrutiny Committee and the Executive to consider the objections and decide whether the proposed lease agreement should be granted. Should the Council's decision be to proceed, the Council will proceed with the proposal to grant the Agreement for Lease to TFC Leisure Limited. At that juncture, TFC Leisure Limited will need to prepare an application for planning permission which would be submitted for consideration by the Council in its separate role as the local planning authority.

**QUESTION: What happens if planning permission is not achieved?**

**ANSWER:** TFC Leisure Limited's offer for Roehampton Playing Fields is not contingent on it obtaining planning permission for the floodlighting and the artificial grass pitch. In planning terms, the aspirations for floodlighting and the artificial grass pitch are likely to be the most challenging aspects of TFC Leisure Limited proposals.

**QUESTION: Can the Heads of Terms and the Proposals put forward by TFC be shared?**

**ANSWER:** The heads of terms and proposals put forward by TFC Leisure Limited are commercially sensitive and therefore cannot be disclosed or released.

Committee Paper No. 17-285 does provide draft proposals for the winter and summer sports pitch layouts, information on the proposed single storey pavilion including the internal facilities to accommodate six changing rooms with showers. These plans may of course change as the project develops. . The final plans will be

subject to planning approval, in line with the timelines detailed in the Agreement for Lease, once and if the decision to grant a lease is confirmed.

**QUESTION: TFC Leisure Limited is a commercial enterprise and Roehampton Playing Fields is different to Rocks Lane in Barnes which is bounded by open space and trees and not residential properties.**

**ANSWER:** TFC Leisure Limited have given an undertaking to engage with the local community to ensure they deliver facilities appropriate for their needs and wishes in order to create a sporting and social community hub. TFC Leisure Limited has confirmed they will provide opportunities for free and discounted access to facilities for local residents and run social sessions for all age groups. All state schools within the borough will be able to access the facilities and coaches at a discounted rate and they will work with the Council, National Governing Bodies and Sport England to deliver initiatives to target key inactive participation groups, previously inactive, 14-25 year olds, female players, ethnic minorities, disability groups and over 60's i.e. walking football. TFC Leisure Limited will also introduce a Scholarship Scheme for high achieving juniors to increase their opportunity to access coaching. The improvement plans are subject to planning approval once and if the decision to grant a lease is confirmed.

**QUESTION: Ark Academy is set to double its intake. Will the increased numbers of children be catered for in the new development at existing rates?**

**ANSWER:** Currently the Ark Academy and formally Elliot school did not and do not make much use of the playing fields, Their existing usage in the 12 months before any lease is confirmed will be protected and there is currently some capacity to increase their usage during the school day going forward should they require it. However, the schools should make contact with Council Officers and the current contractor Idverde if they wish to use the site more often. In the future, the proposal of an artificial pitch as previously mentioned will help improve capacity at the site as it can be used far more regularly than grass pitches.

**QUESTION: Will the existing users schools and local sports clubs be kicked off the site?**

**ANSWER:** No. Following the Council's previous statutory advertisement where is published its intention to dispose of this site to the University of Roehampton back in 2014 the Council duly considered the feedback from local users and residents to the previous scheme the council confirmed that any new lease would protect existing users for the full length of the lease, i.e. for 30 years. The view of the PPSSA (Putney Primary School Sports Association) is that they feel they will benefit from the change as they will be getting better all year round facilities at the same cost as before.

**If you have any further questions about the proposed disposal, by means of a lease, of Roehampton Playing fields please contact Joanne Shearer, Leisure and Culture Contract Manager on [jshearer@wandsworth.gov.uk](mailto:jshearer@wandsworth.gov.uk) or [RoehamptonPlayingFieldsProposal@Wandsworth.gov.uk](mailto:RoehamptonPlayingFieldsProposal@Wandsworth.gov.uk)**

For further information please visit [www.wandsworth.gov.uk/roehamptonplayingfields](http://www.wandsworth.gov.uk/roehamptonplayingfields)



## **WANDSWORTH BOROUGH COUNCIL**

### **Information on TFC Leisure Ltd (TFC)**

Rocks Lane has sports industry accredited, experienced and environmentally sensitive contractors for the development of all their centres which are located in mixed urban, park, wildlife, common, residential, office and transport hub environments.

TFC have managed their site in Rocks Lane, Barnes for nearly 25 years. It is located on Barnes Common and is adjacent to the Wildfowl and Wetlands centre in Barnes, a site of SSSI. They have 9 floodlit areas and 13 AGP areas at their Barnes Centre and have worked with the local interest groups, operators and community stakeholders to enable sporting activities and facilities to co-exist with the natural flora, fauna and wildlife.

TFC have 25 years of experience of developing and managing multi-sports centres in the public sector. TFC have installed and refurbished over 40 pitches/courts and 4 mini courts and have built/refurbished clubhouses at each of their sites to provide state of the art floodlit sports facilities for the benefit for the local community. This has included 5 successful planning applications for floodlit AGP and tennis court provision and 3 successful planning applications for clubhouse provision.

At Roehampton TFC will install the most environmentally friendly 3G pitches available with the most up to date guidance produced by the FA, Sport England and FIFA.

TFC will consult with Environment Services, Ecology Officers and all stakeholders with regards to the scheme causing any concerns or impact on local neighbours and the biodiversity in the area.

It is proposed that all play will have a curfew of 9pm. The proposed hours of operation would be

Monday to Friday: 9am – 9pm

Saturday and Sundays: 9am – 7pm

Proposals for aesthetic and noise abatement planting will be discussed with all stakeholders, environmental officers and advisors.

## **Localism**

TFC guarantee to conserve the bookings and usage of the facility by existing community users and will work with them to improve the site for them and the local community. They also aim to build on their policy of recruiting and training personnel from the local community. A prime example of the success of this policy is their Head of Football at Ricks Lane, Barnes. Living in the local council estates in Roehampton, she joined TFC from Shene School at the age of 16 years of age as a trainee coach, having helped out at Dover House Lions FC and now 11 years later she is their Head of Football.

## **Accreditation of the Centre**

TFC commit to gaining accreditation of the centre to recognise quality of the sports delivery and the centre operations. Following assessments of the centre's overall sporting make-up and delivery, TFC will achieve one or all of the following;

FA Chartered Standard

Tennismark+ or Quest (UK Quality Scheme for Sport & Leisure)

## **Customer Service Levels**

The centre will be operated to the highest levels of customer service in line with TFC policies and reputation. Fully trained staff will be accessible at all times in person, by phone or via email and will deliver a professional, competent, prompt and courteous service at all times. TFC have an open and clear feedback channels and will work closely with all customers, partners and the local authority to deliver an outstanding service for all involved.

An onsite booking system by person or by telephone, users can speak to somebody when booking and meet them in person to discuss any issues or for further information regarding what TFC offer.



## **Extra Sports Facility Provision and Quality Improvement**

TFC will explore the possibilities with stakeholders and funding bodies of providing the following facilities/equipment:

A children's playground available for the use by customers during centre opening hours.

Cricket practice nets

Investment in excess of regular maintenance expenditure will be made to the natural grass pitches.

Long jump, high jump, pole vault (juniors) and field event equipment.

## **Added Value Initiatives**

TFC will introduce a number of initiatives all of which have been implemented with great success at their other venues.

### ***Coaching Programme***

TFC will establish a community focused coaching programme on the facilities for sports including; netball, tennis, football, cricket, uni-hoc and multi-sports camps.

There will be a year round programme from 3 years to adult, including links with existing schools and other Wandsworth schools and delivered by their experience and accredited coaching team based on their mantra of "Play, Learn, Compete!"

### ***Competition Programme***

As well as retaining all current fixtures TFC will introduce a competition pathway for each sport. Again, based on their previous experience they will introduce junior leagues for netball, football and uni-hoc as well as run LTA sanctioned tournament events for tennis.

### ***Community Benefits***

TFC will engage with the local community to ensure they deliver facilities appropriate for their needs and wishes in order to create a sporting and social community hub. TFC will provide opportunities for free and discounted access to facilities for local residents and run social sessions for all age groups. All state schools within the borough will be able to access the facilities and coaches at a discounted rate and they will work with WBC, NGB's and Sport England to deliver initiatives to target key inactive participation groups, previously inactive, 14-25 year olds, female players, ethnic minorities, disability groups and over 60's i.e. walking football. TFC will also introduce a Scholarship Scheme for high achieving juniors to increase their opportunity to access coaching.

WANDSWORTH BOROUGH COUNCIL

COMMUNITY SERVICES OVERVIEW AND SCRUTINY COMMITTEE –  
5TH JULY 2016

EXECUTIVE – 11TH JULY 2016

Report by the Director of Housing and Community Services and the Assistant Director (Property Services) on the proposed procurement of an operator for the management of Roehampton Playing Fields, SW15 (West Putney)

SUMMARY

Dover House Road playing fields were once owned by the former Inner London Education Authority. They are used by schools, local clubs and members of the public. They were transferred to the Council by the Education (Inner London Education Authority) (Property Transfer) Order 1990 (SI 1990/124), as amended.

In May 2005 the Executive approved the tendering of a concession contract for the replacement of the pavilion (Paper No. 05-345) and in November 2007, expressions of interest were invited for the development of a crèche and a changing room facility at the site. The only proposal received was submitted by the University of Roehampton, however, after several years of negotiations, delays due to the financial crisis and the submission of objections from local community groups (who felt that the opportunity had not been widely publicised and wanted their use of the property protected for the duration of the lease and not just for 10 years which was originally proposed), the university decided to withdraw its offer in September 2014.

Whilst disappointing this provided the opportunity for the Council to start the process afresh and address the concerns raised by the users.

Thus, the proposed principal terms of the new letting now include:

- a lease for 30 years;
- protection of existing customers' use of the facility for the lease term; and
- hire fees to be aligned with Council charges at similar facilities for the term.

This report seeks authority to recommence the tendering of a new concession contract to manage the playing fields and reprovide the pavilion at Dover House Road SW15

The contract will be awarded using the most economically advantageous tender evaluation method, with a weighting of 60% for price (i.e. monetary return to the Council) and 40% for quality.

The Director of Finance comments that the recommended course of action represents

## **Roehampton Playing Fields**

an opportunity to resolve the long term future of the playing fields whilst protecting the interests of existing users, at the same time as encouraging innovative solutions to better utilise the full potential of the site.

Whilst the preference is for bidders to bring in new capital resources to finance improvements, possibly with the aid of grant assistance from third party organisations, the proposed course of action also invites tenderers to suggest additional proposals based on the Council investing its own capital resources in delivering improvements. Any such proposals will have to be considered based on resources available and carefully evaluated on the basis of associated additional revenue income projections set against the additional risks involved.

### **GLOSSARY**

ELC	Enable Leisure and Culture
DHRPF	Dover House Road Playing Fields
QSL	Quadron Services Ltd
UR	University of Roehampton

## **RECOMMENDATIONS**

1. The Community Services Overview and Scrutiny Committee are recommended to support the recommendations in paragraph 3.
2. If the Community Services Overview and Scrutiny Committee approve any views, comments or additional recommendations on this report these will be submitted to the Executive for consideration.
3. The Executive is recommended to approve the tendering of a new concession contract to redevelop and manage the existing pavilion and playing fields at Dover House Road SW15 based on the terms in option 2, with the detailed tender documentation being finalised in consultation with the Borough Solicitor and Assistant Director of Administration as well as the Director of Finance.

## **BACKGROUND**

4. DHRPF, shown edged black in Appendix 1, were once owned by the former Inner London Education Authority. They are used by schools, local clubs and members of the public. They were transferred to the Council by the Education (Inner London Education Authority) (Property Transfer) Order 1990 (SI 1990/124), as amended.
5. In May 2005 the Executive, with the support of the former Environment and Public Services OSC, approved a report (Paper No. 05-345) proposing (among other things) replacement of the pavilion at the playing fields with a two-storey building with changing rooms and a crèche, as the existing pavilion was reaching the end of its economic life and was becoming increasingly expensive to maintain. In November 2007, an advertisement was placed in a local newspaper inviting expressions of interest in the development of a crèche and changing room facility at the site. Only the UR expressed interested in the site. As required by section 123(2A) of the Local Government Act 1972

an advert notifying the public of the Council's intention to dispose of the site the university was subsequently published and at the time no objections were received.

6. In January 2010, with the support of the former Environment and Leisure OSC, the Executive authorised (Paper No. 10-13) the disposal of the site to the university, subject to any necessary ministerial consent, by way of a lease, on terms summarised in a "heads of terms" document, on the basis that this would benefit the public and save the Council an estimated £70,000 a year in maintenance costs. The basis of the proposed disposal was that the university would:
  - acquire the site on a long lease for nil consideration
  - devise a scheme for new upgraded facilities approved by the Council
  - obtain planning permission
  - construct, at its own expense, the new facilities
  - maintain the site and operate it as a concession, permitting continued use of the playing fields by local schools and the public for a minimum of 10 years.
  - operate a booking system and receive the charges paid by users. The level of charges would be determined in consultation with a management board, including representatives of the Council and the university.
  - be committed under the agreements not to make profits from the letting.
7. In June 2010, the Executive and the Finance and Corporate Resources OSC considered the matter again as there was a proposal, from the university, for modification of some of the terms to enable it to have a better chance of obtaining grant funding (Paper No. 10-514). The fundamentals of the proposed transaction were unchanged. The heads of terms were revised accordingly and the Executive authorised officers to finalise the transaction on the revised terms. However, there was then a delay of over three years before any further material progress was made. This was due to a combination of factors encountered by both the Council and the university.
8. Owing to the elapse of time, the Council re-advertised the 'Intention to Dispose' of public open space in accordance with Section 123 (2A) of the Local Government Act 1972. The Council gave the required three weeks' notice for objections to be received by 8th August 2014. 115 objection letters were received by the Council by this date. The main thrust of objections received by the deadline centred on:
  - a) preserving community use of current customers beyond the 10-year minimum proposed; and
  - b) existing users of the site should be offered the opportunity to bid for managing the site.
9. In September 2014, UR withdrew its offer. Whilst disappointing this provided the opportunity for the Council to start the process afresh and ensure that the objections raised could be addressed in any new tendering exercise.
10. A schedule of users and hours (during 2014/15) are set out in Appendix 2 but the heaviest users are:
  - Putney High School
  - Dover House Lions
  - Roehampton Rangers

## **Roehampton Playing Fields**

- Putney Primary School Sport Association
- Prospect House
- Ark Academy

11. In 2015, officers contacted the existing users with new proposals for the letting and management of the playing fields and many of their concerns regarding the protection of use and term of the lease has been taken into account in the options set out below.

## **OPTIONS**

12. Following recent consultations with the existing users the Director of Housing and Community Services proposes the following options for the future management of the playing fields:-

- a) **Option 1:** Do nothing. This is not recommended as the Council would have to find the necessary funding to meet the ongoing revenue and capital costs of maintaining the pavilion and continue to manage the playing field through the existing Parks Contract. This option also does not maximise the full potential use of the playing fields.
- b) **Option 2:** To market the site with protection for existing community use during the term of the contract, with a default expectation of the bidders investing their own capital resources into improving the site.

This option could save the Council the sum set out in the confidential report over the term of the contract (based on the current amount paid to contractors QSL, the Council's ground maintenance contractor) as well as generate rental income and improved facilities for the users of the playing fields.

As an alternative to bidders investing their own capital, the Council will also invite proposals from bidders on the basis of Council investment (however, the consideration of an offer on this basis would need to be subject to the availability of capital resources and a careful evaluation of the financial benefits and potential risks of entering into such an arrangement) to assist in the refurbishment/ rebuilding of the pavilion on the basis that this might generate increased revenue income from a larger concession fee at an acceptable return on the Council's investment. The Council would need to be satisfied of the covenant strength of any bidder wishing to take up this alternative.

Under this option the main terms of the lease would include:

- A lease for 30 years
- Protect the use of the existing customers (which are listed in Appendix 2) including the times of use for the duration of the lease
- For the term of the lease, hire fees (for existing facilities only) would be aligned with Council charges of similar playing fields.

This is the preferred option as it may realise the Council's original objectives of seeking an external operator whilst taking into account the concerns of the users.

- c) **Option 3:** The Council could invest the capital required to rebuild/upgrade the pavilion and improve the playing fields on the basis of the playing fields being managed by the Council's Leisure and Culture service provider, ELC, which would

result in the Council taking the risk/reward of future revenue streams for a return on its capital at an acceptable return. However, any such return could not be guaranteed and would not normally be considered as a recommended course of action.

13. Under options 2 and 3 either the operator (in option 2) or the Council – through ELC (in option 3) could attract new users by improving the playing fields. The improvements, subject to the necessary consents, could include:
- The construction of a new or refurbished pavilion
  - The provision of an artificial sports pitch
  - The provision of artificial lighting
  - The extension of the pavilion to include work-out studios/meeting rooms/cafe
  - Refurbished tennis and new netball courts

#### **COMMENT FROM DEPUTY DIRECTOR – HOUSING AND COMMUNITY SERVICES**

14. If no suitable bids are received, it is anticipated that agreement could be reached with ELC to manage the site for the remainder of their concession contract which is currently due to expire on 30th September 2019. During that period, there would be the option of continuing to use QSL presently responsible for pitch bookings at DHRPF, to manage bookings at the site. The Council would then have the opportunity to re-assess any capital investment in the site and ELC would be able to assist in identifying and seeking suitable funding sources and managing any subsequent capital scheme

#### **PROCUREMENT**

15. Procurement Procedure: The estimated total concessionaire's turnover during the proposed 30 year period of the concession contract is expected to be less than £4.1 million which is the threshold under the new Concession Contracts Regulation (CCR) 2016. The opportunity will be advertised nationally on Contracts Finder and the Council's website.
16. Period of Contract: It is anticipated that the improvements to the site will require a significant level of capital investment as such a 30 year contract/lease is proposed and considered reasonable.
17. TUPE: TUPE may apply and it is estimated that a single member of QSL staff could be affected. This will be investigated further before going to market. Bidders will be advised to form their own view as to whether TUPE applies and will need to account for all the costs associated with this within their proposals. It will then remain for the successful bidder to resolve any employment issues in consultation with QSL. ELC will facilitate the exchange of relevant information.
18. Inflationary Increases: The concession fee (price) paid by the contractor to the Council will increase annually based on the relevant RPI figure.
19. Criteria for Contract Award: The contract will be awarded using the most economically advantageous tender evaluation method, with a weighting of 60% for price (i.e. monetary return to the Council) and 40% for quality.

## **Roehampton Playing Fields**

20. The qualitative evaluation will focus on the sensitivity of the proposals to the surrounding area, the extent to which the proposals involve and benefit the local community and the feasibility and sustainability of the business model. The award criteria are detailed in Appendix 3.
21. Key Performance Indicators and Success Factors: The successful contractor will be required to allow community use for specified numbers of hours, and this will be monitored on an ongoing basis.
22. **Project Plan:**

<b>Milestone</b>	<b>Date</b>
Committee approval to tender	11 <sup>th</sup> July 2016
Tendering process	July – October 2016
Evaluation	October – Nov 2016
Committee tender approval	Feb 2017
Commence services to the public (ideal)	Summer/Autumn 2017 subject to any planning requirements.

## **COMMENTS OF THE DIRECTOR OF FINANCE**

23. The recommended course of action represents an opportunity for the Council to resolve the long term future of the playing fields whilst protecting the interests of existing users, at the same time as encouraging innovative solutions to better utilise the full potential of the site.
24. Whilst the preference is likely to be for bidders to bring in new capital resources to finance improvements, possibly with the aid of grant assistance from third party organisations, the proposed course of action also invites tenderers to produce additional proposals based on the Council investing its own capital resources in delivering improvements. Any such proposals would have to be considered based on resources available and carefully evaluated on the basis of associated additional revenue income projections set against the additional risks involved.

## **CONCLUSION**

25. Given the experience of the previous attempt to seek offers for the management of the playing fields the users have been consulted on the new proposals. Their concerns have been addressed by incorporating the requirements below within this tendering process and the recommended option:
- A lease for 30 years
  - Protect the use of the existing customers (which are listed in Appendix 2) including the times of use as at 1<sup>st</sup> July 2016 for the duration of the lease
  - For the term of the lease, hire fees (for existing facilities only) would be aligned with Council charges of similar playing fields.
26. However, it should be recognised under the recommended option (option 2), that there may be a risk that the obligation to protect the existing customers' use and hire fees may discourage certain bidders. If this process fails to attract sufficient interest or financially viable offers then Members would need to consider whether to continue



with the status quo (option 1), commit the necessary funds to improve the facility with it being managed by ELC or reach an agreement with ELC on management of the site and continue the use of QSL to manage bookings, allowing the Council to re-assess the situation post 30<sup>th</sup> September 2019 when ELC's contract ends.

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The Town Hall  
Wandsworth  
SW18 2PU

Brian Reilly  
Director of Housing and Community  
Services

27th June 2016

Andy Algar  
Assistant Director (Property Services)

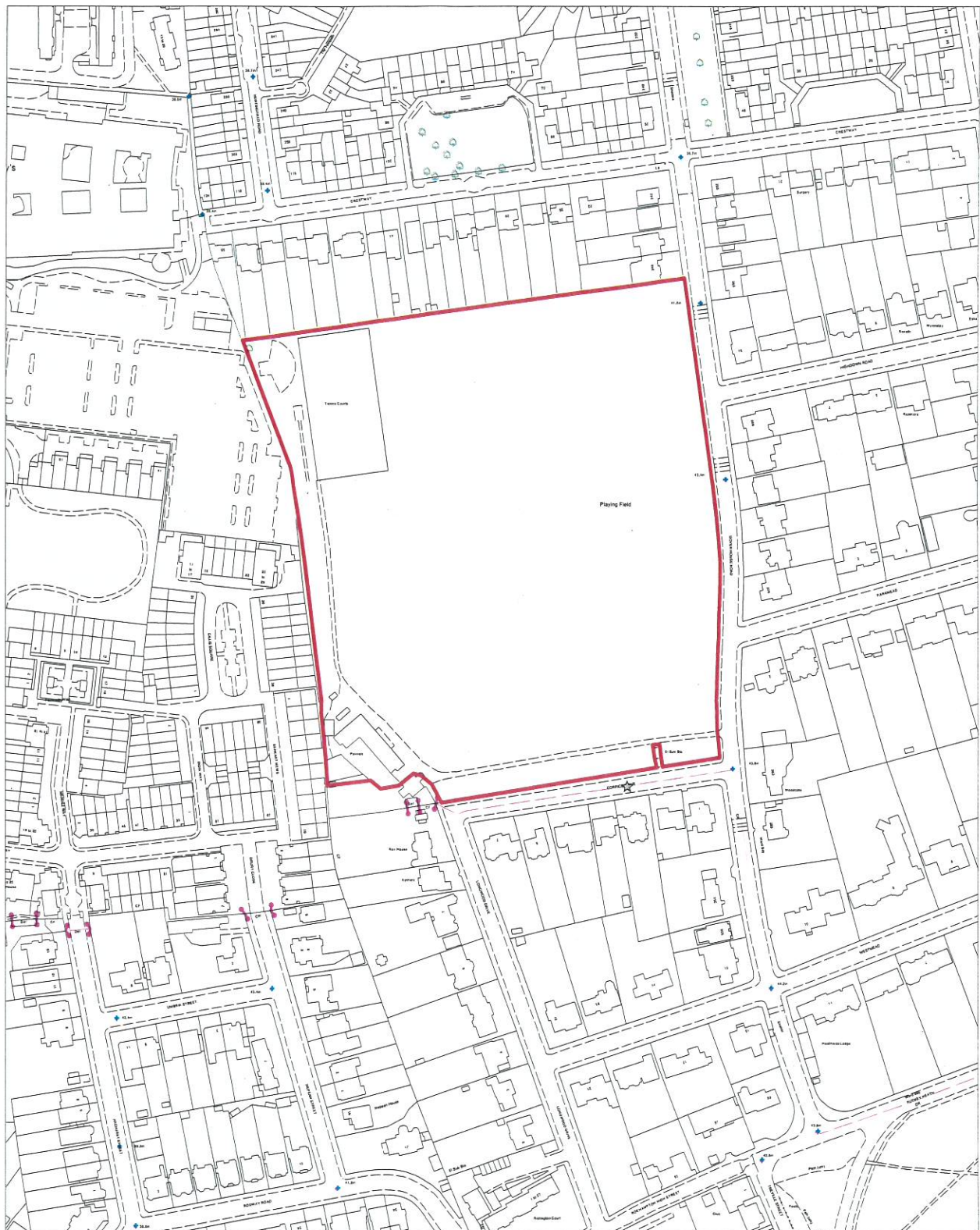
### Background Papers


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 (Martin Newton, 020 8871 6488; email [mnewton@wandsworth.gov.uk](mailto:mnewton@wandsworth.gov.uk)) can supply if required.

## Roehampton Playing Fields

## Appendix 1 – Location Map of Roehampton Playing Fields



<p><b>Roehampton Playing Fields, Dover House Road SW15 (4.75HA)</b></p>	<p><b>Plan Number: PT/036B</b></p>	<p><b>Wandsworth</b>          Andy Algar          Assistant Director, Property Services</p>
<p><b>WANDSWORTH BOROUGH COUNCIL          FINANCE DEPARTMENT</b></p>	<p><b>Date: 28/01/2016</b></p>	<p>The Town Hall          Wandsworth High Street          London SW18 2PU</p> 

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## Appendix 2 - Schedule of Users 2014-2015

School/Club/Organisation	Total Hours Used
Putney High School	652.5
Doverhouse Lions FC	575
Roehampton Rangers FC	374
Prospect House School	367
Putney Primary School Sports Association (PPSSA)	218
Ark Academy	205
Roehampton Football Academy	132
Merlin School	92
Our Lady Queen of Victories	64
Westside FC	54
Shaftesbury Town FC	50
Ama UK CC	44
AFC Mason	34
Roehampton Church School	32
Roehampton University	26
Nasir Cricket Club	23
MKM	22
Granard	16
London Gymkana	15
An England XI	11
Rosemont XI	11
Heathmere School	10
St Andrews FC	8
Our Lady of Heaven	8
Club Santacruz des Londres	6
Deccon Warriors	5
Chelsea Cobblers CC	4
Mellow Park Rangers	4
Putney Ferretts FC	4
Battersea Ironside FC	2
Lokomotiv Lavender	2
Raising Stars	2

## Appendix 3

### Evaluation Criteria:

### ROEHAMPTON PLAYING FIELDS

Criteria	Weighting	Weighted score	Reason/comments
<b>INITIAL EXPRESSIONS OF INTEREST STAGE</b>			
Ability to fund the proposals	Not applicable	Pass/Fail	
Acceptable credit score rating	Not applicable	Pass/Fail	
Conservation of existing community users	Not applicable	Pass/Fail	
Overview of experience of managing similar facilities with two references from users and owners of the facility or ground.	Not applicable	Pass/Fail	
<ul style="list-style-type: none"> <li>- Provide details of a relevant case study demonstrating the ability to successfully manage and provide similar sports ground facilities to schools, community groups and private groups.</li> </ul>	100%		Bidders must score at least 50%
No increase in hire fees for two years? <b>(for discussion)</b>	Not applicable	Pass/Fail	
<b>FINAL SUBMISSION STAGE</b>			
<b>Quality of proposals</b> <ul style="list-style-type: none"> <li>- Proposals for enhanced replacement pavilion/ancillary facilities (15%)</li> <li>- Proposed hourly hire fees for each facility and estimate of total annual income with supporting evidence to demonstrate that the figures quoted are both realistic and achievable – 25%</li> <li>- Detailed proposals for continuity of changing facilities during construction of new pavilion (15%)</li> <li>- Management and maintenance proposals including evidence for continued reinvestment for replacement of facilities (15%)</li> <li>- Provision of artificial pitch to Sport England/National Governing Bodies for Sport (NGBs) requirements (7.5%)</li> <li>- Provision of artificial lighting to Sport England/ National Governing Bodies for Sport (NGBs) requirements (7.5%)</li> <li>- Other value added initiatives (15%)</li> </ul>	40%		

(A total of 100% available to be weighted to provide a total of 60% of the final evaluation)			
<p><b>Financial offer:</b></p> <p><b>Option 1: No Council investment</b></p> <ul style="list-style-type: none"> <li>- Proposed annual rent with yearly increases linked to RPI – this will take into account any proposed rent free period</li> </ul> <p>or</p> <p><b>Option 2: Council investment</b></p> <ul style="list-style-type: none"> <li>- Proposed annual rent with yearly increases linked to RPI – this will take into account any proposed rent free period and assessed against the upfront capital costs with the application of appropriate risk factors</li> </ul>	60%		