

EXPRESSIONS OF INTEREST INVITED FOR

WHITCHURCH PAVILION AND PLAYING FIELDS WEMBOROUGH ROAD STANMORE HA7 2EQ



Harrow Council invites initial expressions of interest from community users / local sports clubs to enter into a Partnership Agreement with the Council for the refurbishment of the Pavilion and operation and management of the playing fields.

WHITCHURCH PAVILION AND PLAYING FIELDS

1. PROPOSAL

Harrow Council is seeking a partner to refurbish / rebuild the pavilion and to manage and operate the adjoining playing fields. The grant of a lease of the property and playing fields will be offered subject to a Service Level Agreement providing access to sports and leisure facilities for the benefit of residents of the Borough.

Expressions of interest (these may be by single or umbrella organisations with a lead party proposed as leaseholder) are initially sought from sports and leisure clubs, community groups, children's nurseries, and other suitable organisations to either refurbish or rebuild the pavilion to meet both their own requirements and those of the Council's for new washing, shower and changing facilities for use in connection with the playing fields.

The building provides either the opportunity for an imaginative refurbishment or a complete rebuild (subject to planning) not necessarily on the same footprint. In the event that a non sports or leisure club were to express interest in a lease then there would be a requirement that sufficient shower and washing facilities with changing room accommodation were provided for the playing fields. Any redesign of the interior must provide for changing and shower facilities for up to 12 teams and another for match officials.

Any proposal must comply with the relevant statutory and planning controls of the Local Planning Authority.

The Council will consider all expressions of interest. It is anticipated that after due consideration a selected few which are considered to be viable proposals will be requested to provide further detailed information and in particular financial details of funding proposals, and a detailed business model.

2. LOCATION

Located in Belmont Ward, these playing fields lie close to the junction of Wemborough Road and Marsh Lane, Stanmore. The pavilion is within ½ mile of Canons Park station and bus routes serve both Marsh Lane and Wemborough Road. Whitchurch First and Middle School lies immediately to the east of the pavilion and Stanburn First and Middle School is also close by. There is vehicular access to the pavilion via a service road off Wemborough Road and car parking provision both of which are shared with Whitchurch School.

3. DESCRIPTION

The building is mainly single storey featuring rendered elevations under a pitched tiled roofs with roof lights and has a gross external area of approximately 430 m² / 4628 sq ft.

The building formerly provided on the ground floor separate male and female changing rooms, washing/ W.C. facilities, and shower rooms with a boiler room at the front and a refreshment room with kitchenette and stores at the rear. A number of first floor rooms were formerly used as residential accommodation.

The building has been unused in recent years and has suffered from partial damage by fire and other vandalism. Whilst the building has electricity, water and mains drainage the facilities and services are outdated and the building is in need of complete refurbishment and repair at substantial cost estimated at not less than £500,000.

The playing fields amount in total to approximately 10.4 hectares (25.7 acres) and currently comprise 2 junior football pitches and 6 senior football pitches. There have previously been cricket tables at the site

Prospective bidders should note that the entrance to the site is shared with Whitchurch First and Middle Schools and is locked between the hours of 6.30 p.m. and 7.30 a.m. except when the schools need access outside normal hours, so that users of the building will be responsible for opening and securing the site outside these hours

4. PLANNING

Enquiries have been made of the Local Planning Authority whose officers advise informally and without prejudice to formal consideration of a planning application by the Local Planning Authority that: -

- i) The existing authorised use is that of Pavilion serving the adjoining playing fields. Any proposed use incorporating other facilities will in all probability require planning permission.
- ii) The Pavilion lies within an identified area of open space as defined by the Harrow Unitary Development Plan. As a consequence there is a presumption against the loss of such space subject to caveats specified in the relevant policy. However, there are policies within the existing plan which could support additional leisure/ recreational uses in relationship to the existing pavilion.
- iii) Residential use not directly associated/ or ancillary to the playing field use would not be supported.
- iv) Any alterations to the external appearance will require planning permission.
- v) Any proposed works to the buildings should be fully compliant with current and future legislation on accessibility.
- vi) Details of proposed uses and in particular vehicular numbers, including dropping off and setting down facilities will be required in support of any proposal.
- vii) In respect of a proposed child care facility, details of numbers of children attending, staff numbers and hours of use will be required together with details of a business plan and evidence of local market research.

It is the responsibility of interested parties to ensure their proposals for the Pavilion or its replacement comply with the Adopted Harrow Unitary Development Plan (2004) HUDP, policies and standards and Government advice.

It is recommended that all parties interested in submitting a proposal for this property should contact the Planning Division at an early stage to discuss their likely use and the implications. Specific planning enquiries relating to proposals for the building should be directed to Phil Greenwood on 0208 424 1166.

5. LEASE CONDITIONS

The Council is offering a lease of up to 30 years with the tenant being responsible for the cost of refurbishment or a replacement pavilion and the cost of all subsequent maintenance together with the management and operation of the playing fields.

- The lessee will be responsible for obtaining all necessary statutory consents.
- Work carried out to the premises must comply with the Disability Discrimination Act 1995.
- The lease will be personal to the occupier and alienation shall not be permitted.
- The lease will be contracted out of the provisions of Sections 24-28 of the Landlord and Tenant Act 1954. These provisions relate to security of tenure.
- The lessee will reimburse the insurance premium to the lessor.
- The lessee will be responsible for the payment of rates.
- The lessee will be responsible for all utility bills.
- No alterations shall be made to the buildings without the consent of the landlord.
- Other terms as deemed appropriate by the Borough Solicitor.

6. BASIS OF OFFER

Initially all interested parties will be required to submit with their offer the following basic information:-

- Details of the proposed community or leisure uses for the property. Basic details of the proposed works of repair and alterations to the pavilion or its replacement.
- Details of the level of anticipated funding its source., when funding will be available and its conditionality.
- A programme for the implementation of the proposed scheme including a schedule of works to be undertaken.
- The scope and extent of the facilities to be made available for use by the local community.

- A financial offer for a lease of 30 years on a full repairing and insuring basis either by way of a capital premium and a peppercorn rent OR an annual rental which is to be subject to review at the end of each fifth year.

All offers should be returned to: -

**Philip Loveland Cooper
Corporate Estates
Place Shaping Directorate
Harrow Council
PO Box 39
Civic Centre
Station Road
Harrow
HA1 2XA**

By midday Thursday 29th January 2009 and be submitted in a sealed envelope clearly marked “Proposal for Whitchurch Pavilion and Playing Fields” with your contact details including email address and contact telephone number if possible.

7. SELECTION CRITERIA

The tender is two stage in format and it is anticipated that short listed bids will be contacted by the middle of February and requested to provide further detailed information and evidence of funding, refurbishment / rebuilding proposals and a sustainable business model.

The Council will be employing the following selection criteria to distinguish between the initial bids:-

Essential Criteria – applicants must satisfy these criteria to be short listed.

1. Financial viability of the offer – the applicant must demonstrate that they either have or have a good chance of receiving sufficient grant funding identifying the sponsor and contact details to undertake any refurbishment scheme proposed and for the payment of rent and ongoing maintenance of the facility.
2. Financial Stability – the applicant must demonstrate that they have the ability to manage the property over the lease term.
3. Refurbishment / rebuilding of the Pavilion – the applicant must demonstrate their plans for the existing pavilion and where the user is a non-sports related user that the pavilion will provide sufficient changing facilities for public use.

Desirable Criteria – the Council will give preference to applications that demonstrate and satisfy one or more of the criteria listed below.

1. Community Need – the applicant should be able to demonstrate that their proposals will be socially inclusive and satisfy a community need.
2. Track Record – that the applicant has a proven commitment to and track record in serving the community.
3. Use of park facilities – that the applicant will make use of and enhance the facilities in the park, improving the vibrancy of the park.
4. Membership Profile – that the group/organisation operates an open membership policy to its organisation/services.
5. Environmental Impact – that the applicant will not make a detrimental environmental impact on the park.

8. VIEWING

A viewing timetable is detailed below. All viewings will be at these times only. Should you have any queries then please contact Andrew Connell of the Corporate Estates team on 0208 424 1259.

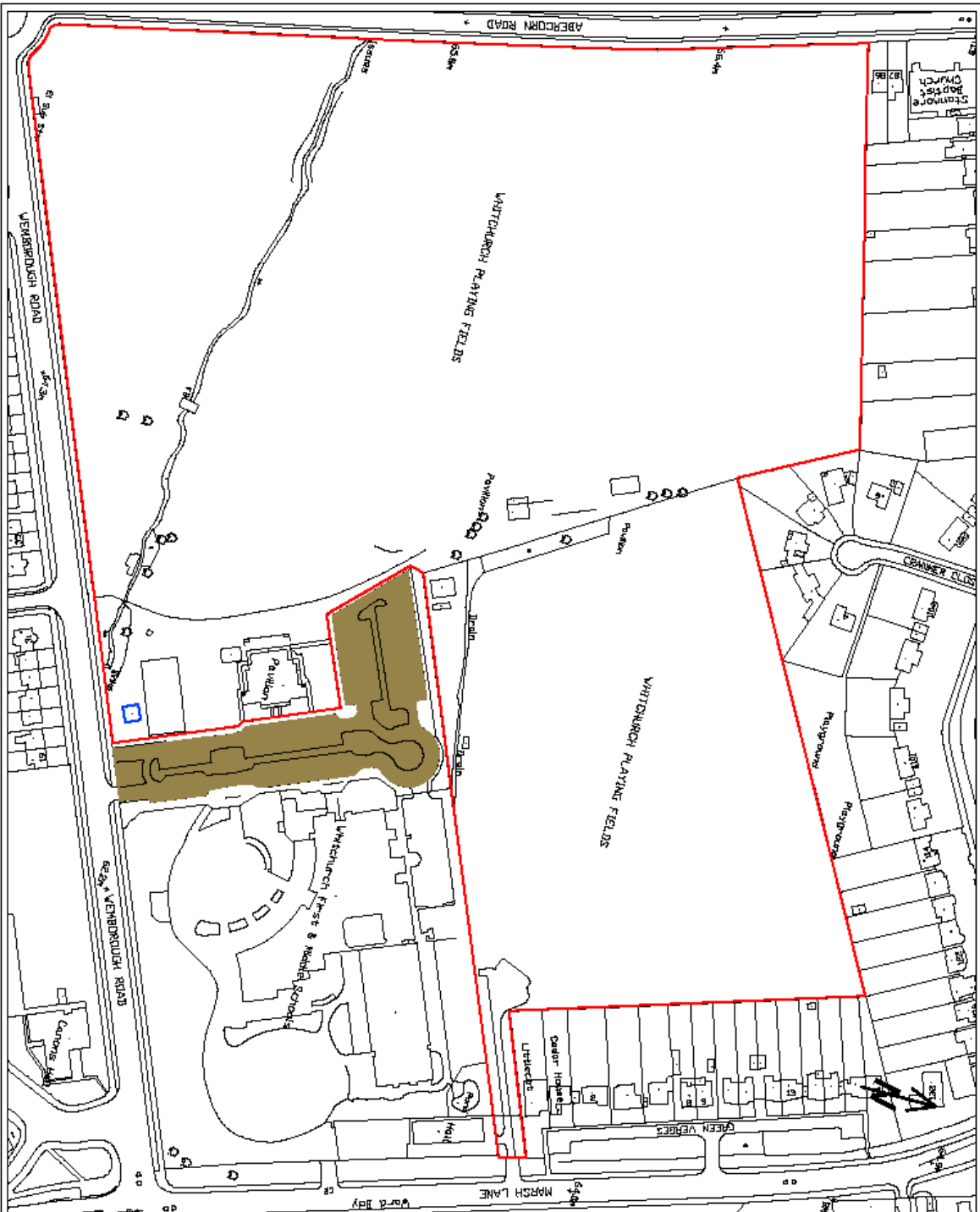
VIEWING SCHEDULE

DATE	TIME
Thursday 11 th December	8.30 am - 10.00 am
Wednesday 17 th December	3.00 pm – 4.30 pm
Thursday 8 th January	8.30 am – 10.00 am
Tuesday 13 th January	3.00 pm – 4.30 pm
Thursday 22 nd January	8.30 am – 10 .00am

Disclaimer

The Borough Secretary and Solicitor to the Council on behalf of the Council gives notice that: -

- 1) These particulars are set out as a general guidance only for intending purchasers and constitute an Invitation to tender (herein referred to as an Offer) and do not form part of any Offer to Contract
- 2) None of the statements contained in these particulars regarding the property are to be relied upon as a statement of fact and are not to be regarded as representations inducing entry into any Agreement with the Council.
- 3) Any intending or interested parties must satisfy him or herself by independent inspection or otherwise as to the correctness of each of the statements made in these particulars and is not in any way to rely to be deemed to rely upon such statements. Any areas, measurement or distances are approximate. The text and plans are for guidance only and are not necessarily comprehensive.
- 4) The Council does not accept any responsibility for legal or professional or other fees incurred by prospective purchasers in submitting an offer for this property
- 5) The Council does not undertake to necessarily accept the highest or any offer received for the property.



- Site to be housed.
- Area to be excluded, left to fill or demolish buildings.
- Access & shared car parking.

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P.O. Box 39, Civic Centre
 Station Road
 Havering HA1 2WA
 Telephone: 020 8865 5611

Whitchurch pavilion
 & playing fields
 Wernborough Road
 Stannore

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