

Meeting of:	Cabinet
Date of Meeting:	Monday, 16 December 2019
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	Leisure Management Contract Extension
Purpose of Report:	To report on progress being undertaken to extend the Leisure Management Contract between Parkwood Leisure and the Council for a further 5 years. The report also seeks an in principle Cabinet Approval for a loan to Parkwood Leisure, subject to agreement on the contract extension. Upon agreement of a contract extension, a report will be taken to Council to increase the Capital programme.
Report Owner:	Report of the Cabinet Member for Leisure, Arts and Culture
Responsible Officer:	Miles Punter - Director of Environment and Housing Services
Elected Member and Officer Consultation:	Accountant Environment and Housing Legal - Committee Reports Operational Manager - Property Operational Manager - Accountancy
Policy Framework:	This report is a matter for Council Decision.

Executive Summary:

Negotiations for the extension of the Leisure Management Contract are continuing and whilst a
previous minute provides authority for officers to progress matters, a new proposal has been
received from Parkwood Leisure, via its sub-contractor Legacy Leisure that is outside the scope of
this minute. Legacy Leisure has requested a loan from the Council which will be used for Capital
works in Council Leisure Centres. The works proposed include creating a dance studio in Barry
Leisure Centre and refurbishment of both Penarth and Llantwit Leisure Centres. These works will
be to the benefit of Leisure Centre users and will assist in sustaining the future of the Council's
Leisure offer.

Recommendations

- That Cabinet notes the current position with regard to the negotiations of the Leisure Centre contract extension, as resolved previously by Cabinet (Minute C434 refers) and notes that delegation in respect of the same now requires consultation with the Cabinet Member for Leisure, Arts and Culture alongside the Managing Director and Leader.
- 2. That Cabinet endorses the principle of a £600,000 loan being made available to Parkwood Leisure Limited, financed by Prudential Borrowing, to permit improvements to the Council's leisure centres.
- **3.** That Recommendation 2 be subject to the successful conclusion of contract negotiations to extend the current leisure contract for 5 years until 2027 (Minutes C434 refers).
- 4. That Council be requested to increase the Council's capital programme by £600,000 subject to the successful conclusion of contract negotiations as referred to in Recommendation 3.

Reasons for Recommendations

- 1. To note the progress on the Leisure Centre Contract extension, as previously resolved by Cabinet (C434 refers) and to reflect changes in portfolio leads since October 2018.
- 2. To obtain the agreement of Cabinet in principle to provision of a loan.
- **3.** To ensure that payment of the loan is conditioned to the extension of the current contract.
- **4.** To obtain the agreement of Council to the increase in the Council's Capital programme.

1. Background

1.1 Cabinet Minute C434 (1st October 2018) having considered the LEISURE MANAGEMENT CONTRACT EXTENSION (SCHL) (EXEMPT INFORMATION – PARAGRAPHS 13 AND 14) resolved:

(1) T H A T the Director of Environment and Housing be authorised, in consultation with the Managing Director, the Leader and the Cabinet Member for Social Care, Health and Leisure, to activate and negotiate the terms of the five year extension clause contained within the original Leisure Management contract, subject to agreement being reached with Parkwood Leisure Limited, currently sub-contracted to Legacy Leisure, on the issues detailed in the report.

(2) T H A T subject to the necessary contract formalities being completed, the contract extension be agreed at the earliest opportunity.

(3) T H A T the Monitoring Officer / Head of Legal and Democratic Services be authorised to agree the terms and execute necessary contract extension documentation and agree the terms and execute any requisite variations to Leisure Centre leases.

- **1.2** (4) T H A T the Director of Environment and Housing produce a further report on the future of Holm View following confirmation that it be returned to the Council's direct control.
- 1.3 Negotiations on the contract are now nearing completion on a number of issues. For completeness these include the addition of the management of 3G facilities at the Colcot, Barry, the impact of changes to the free swimming programme and updates with regard to core price constraints. In addition, the negotiations will include the standing of Holm View, Barry where it is proposed that the management of the site returns to the Council when the new contract is agreed. Furthermore the negotiations will include updated arrangements for car parking, particularly at the Barry site in order to safeguard parking facilities for leisure centre users. Parkwood Leisure are also now keen to access funding to make further improvements to the Council's leisure centres in order that they can provide improved services to attract new and retain existing customers.
- 1.4 It should be noted that the Cabinet portfolio titles have changed since the date of the previous resolutions above. The leisure function now sits within the Cabinet portfolio for Leisure, Arts and Culture. Therefore the reference made to the consultation arrangements with the Cabinet Member in 1.1 above should now read 'Cabinet Member for Leisure, Arts and Culture'.

2. Key Issues for Consideration

- 2.1 As part of the contract extension negotiations Parkwood Leisure Limited has requested that the Council consider providing a loan for investment at Vale of Glamorgan Council Leisure Centres. They are requesting the loan from the Council rather than seeking external funding due to the favourable interest rates the Council are able to access via Prudential borrowing. This is an acknowledgement that the leisure centres remain as Council assets and any loan will result in improvements to our assets.
- 2.2 Members will note that the loan will be used exclusively for capital investment at Barry Leisure Centre, Penarth Leisure Centre and Llantwit Major Leisure Centres but not Cowbridge. This is partly due to the investment that Parkwood Leisure has undertaken at Cowbridge recently with the addition of the interactive fitness zone that was funded without a request of financial assistance from the Council.

- 2.3 Works planned at Barry include the creation of a new dance studio above the existing small hall. A similar scheme was completed in Penarth prior to transfer and has proved highly successful as customers prefer a smaller, purpose-built exercise facility for classes rather than a large expansive sports hall. Other areas in Barry that would also benefit include works to the reception/ café, investment in the spin studio, redecoration of the existing gym and the creation of a new entrance for the Hammer Strength gym.
- **2.4** At Llantwit Major investment will be made in the changing rooms and wc's on the dryside, refurbishment of the fitness suite, redecoration of the spin studio and multi-use studio.
- **2.5** At Penarth works will include improvements to the spin studio, fitness suite, multi-use fitness studio and general improvements to signage and access areas.
- 2.6 The full proposals for this loan are detailed in Appendix 'A'.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- **3.1** In terms of the Council's Corporate Plan, this work links to the Well-being Outcome 4: An Active and Healthy Vale:
- **3.2** Objective 7: Encouraging and promoting active and healthy lifestyles. Work in partnership to deliver a range of activities through our leisure and community facilities and parks to increase levels of participation and physical activity. In this regard, the work being undertaken to extend the contract seeks to secure the leisure facilities for future generations to enjoy and participate in physical activity to the benefit of health and wellbeing of users and residents.
- **3.3** In terms of the Five Ways of Working, as set out in the Wellbeing of Future Generations Act, the following applies:
- **3.4** Long Term: The extension of the contract and the provision of an additional loan will assist in securing the long-term future of the Councils leisure centre service. The loan will allow the operator to take account of the growth of smaller exercise opportunities that customers demand and will secure the future use of the facilities as well as the provision of leisure services for current and future generations. By spreading the repayment cost over a number of years the investment can have an immediate impact that the contractor could not afford to undertake directly.

- **3.5** Prevention: The Leisure Centres already make a significant contribution the Councils well-being objectives and further investment will provide new opportunities for residents to take up new physical activities. Remaining fit and healthy is the best prevention known for residents to enjoy healthy lives and this investment would emphasise the Councils commitment to long term health objectives to its residents and visitors whilst at the same time emphasising the commitment to the leisure centres at a time of budget restraint. This clearly links into both the Council's objectives and the objectives of the Wellbeing of Future Generations Act
- **3.6** Integration: The proposed new facilities fit with many of the Councils health and well-being objectives as well as national objectives of having a healthier population in Wales. The Leisure Centres already link with health services with services such as the GP referral scheme and the new facilities that this loan will facilitate will be utilised by such initiatives, allowing this effective arrangement to continue for a further 5 years.
- **3.7** Collaboration: The Leisure management contract is a good example of a collaboration project within the Council demonstrating how an external 'not for profit' organisation, Legacy Leisure, and the Council can work together to provide quality services that are sustainable, accessible and planned for the long term.
- **3.8** Involvement: Legacy Leisure have trailed many of the planned facilities at other sites and have based their suggestions for investment on experiences at other sites.

4. Resources and Legal Considerations

Financial

- 4.1 The provision of a loan to a third party needs to be shown as capital expenditure, therefore, a new scheme to the value of £600,000 needs to be included in the capital programme. The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 stated that providing a loan to a third party for expenditure that would be classed as capital if incurred by the Local Authority has to be treated as capital expenditure.
- **4.2** The Council will fund this capital scheme through Prudential borrowing or from its own funds on the basis that Parkwood will repay it, which is unsupported and will be funded by repayment of the loan over the agreed period by Parkwood Leisure Limited. It has been confirmed that the arrangement would not constitute state aid (see below).
- **4.3** In accordance with the CIPFA Code of Practice for Local Authority Accounting, a loan advanced to a third party at below the prevailing market rate for that organisation is termed a soft loan. The value of this loan is below the Council's

materiality level but will need to be considered in the context of the Council's Statement of Accounts as a whole and the accounting treatment of this loan will be agreed with the Council's external auditors at year end

4.4 The terms of the loan will ensure investment in the Council's leisure centres which will assist in the long term sustainability of the Councils leisure centres.

Employment

- **4.5** An Equality Impact Assessment was undertaken prior to the contract being awarded. The need for a further assessment is being fully considered as part of the work undertaken in progressing negotiations. Although this is an extension that is allowed for in the contract rather than a retendering, the specific changes to the contract on the issues outlined in 1.3 will be considered in the context of the need or otherwise for an Equality Impact Assessment.
- **4.6** Regardless of the above, Equal Opportunities is however an important element of service delivery with the contractor committed to following the Council's policies.

Legal (Including Equalities)

- **4.7** The extension to existing contract will need to comply with the terms of the Concession Contracts Regulations2016. It will be necessary for the Monitoring Officer /Head of Legal and Democratic Services to agree and execute the necessary contract documentation evidencing the extension, and variations of the leases in question including the provision for the proposed loan.
- **4.8** As this loan is being given on terms which are below market terms, consideration was given to whether or not the principles of State Aid apply. It is considered that whilst they may be applicable any State Aid is below the threshold.
- **4.9** The provision of quality leisure facilities is proven to reduce crime in an area.

5. Background Papers

None.

BARRY LEISURE CENTRE

PROPOSED REFURBISHMENT WORKS:

- > COMBINED RECEPTION / CAFE
- > FITNESS SUITE
- > DEDICATED INDOOR CYCLING STUDIO
- HAMMER STRENGTH ENTRANCE
- > MEZZANINE STUDIO SPACE

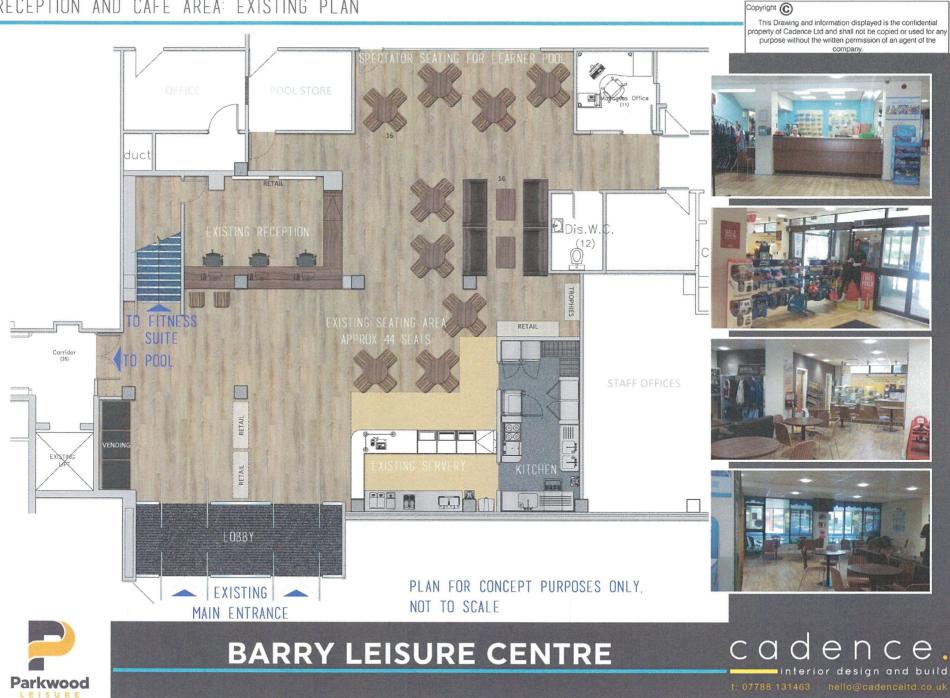


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RECEPTION AND CAFE AREA: EXISTING PLAN



RECEPTION AND CAFE AREA: PROPOSED PLAN

duci

FITNE

OUT ONLY

SUITE

TO POOL

STAIRCASE TO GYM

REDECORATED AND

CONCRETE - FFFFCT

Corrido

TO HAVE NEW

FLOORING

Parkwood

NEW ENTRANCE CONTROL SYSTEM - EXACT DESIGN

BUILDING CONTROL

IN ONLY

TBC WITH SPECIALIST AND

EXISTING

MAIN ENTRANCE

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RETAIL?

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PLAN FOR CONCEPT PURPOSES ONLY

NOT TO SCALE

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RECEPTION AND SERVERY COUNTERS TO BE COMBINED TO STREAMLINE STAFFING NEW COUNTER WITH CLEARLY DEFINED ZONES AND SIGNAGE

NEW ENTRANCE SYSTEM TO BE INSTALLED (SKETCH LAYOUT ONLY - TBC WITH BUILDING CONTROL)

CAFE SEATING AREA TO BE IMPROVED WITH NEW DECORATION AND FURNITURE

OLD NON-SLIP FLOORING REMOVED AND REPLACED TO MATCH EXISTING FLOORING

EXISTING ENTRANCE LOBBY TO BE AMENDED TO ONLY ALLOW ONE - WAY FOOTFALL

BARRY LEISURE CENTRE

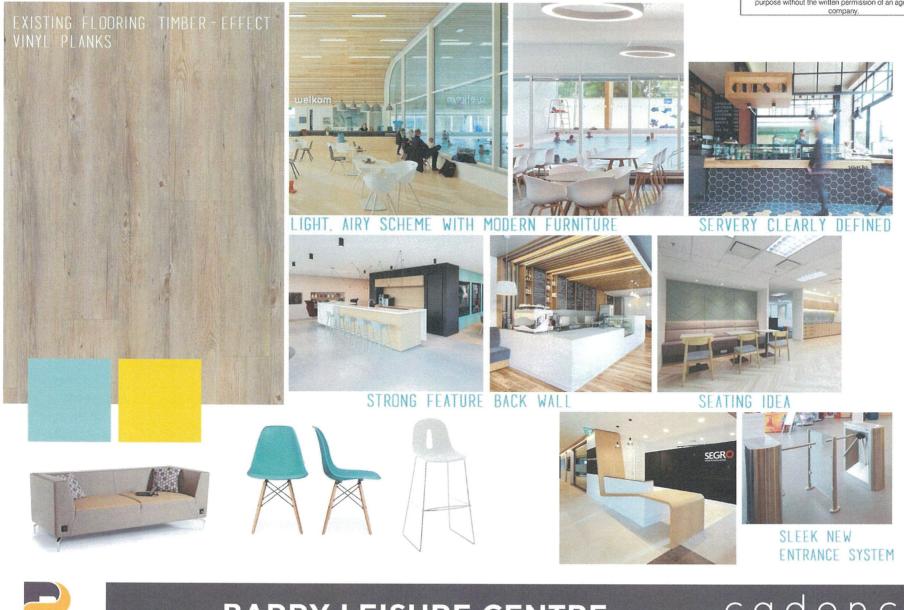
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RECEPTION AND CAFE AREA: REFURBISHMENT STYLE BOARD

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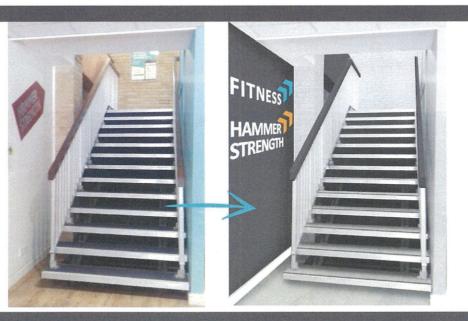
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EXISTING FITNESS SUITE: IMPROVEMENTS TO STAIR AND ENTRANCE LOBBY

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THE EXISTING STAIR TO THE FITNESS SUITE FROM RECEPTION WOULD BE VASTLY IMPROVED WITH NEW CONCRETE - EFFECT FLOORING, DECORATING THE BRICK WALLS IN LIGHT GREY, AND THE WOODWORK IN DARK GREY. THIS WILL CREATE A COHERENT JOURNEY TO THE FITNESS SUITE.



THE DECORTATION OF THE STAIRCASE SHOULD EXTEND TO THE LOBBY. REPLACING THE DATED BRANDING COLOURS. THE ENTRANCE DOORS SHOULD BE REPLACED TO MATCH THE TIMBER VENEER USED THROUGHOUT THE CENTRE.





BARRY LEISURE CENTRE

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EXISTING FITNESS SUITE: IMPROVEMENTS

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EXISTING VIEW FROM ENTRANCE 1: THE DATED CARPET AND VINYL FLOOR FINISHES ARE TO BE REPLACED WITH CONCRETE - EFFECT VINYL TILES THROUGHOUT.



EXISTING VIEW FROM ENTRANCE THE MACHINE LAY AND NEEDS TO BE ADDRESSED WITH A BETTER PATHWAY THROUGH THE AREA



ADDING BACK WALL STORAGE AND CLEARER BRANDING



THE RECEPTION OFFICE CAN BE REMOVED, CREATING MORE THE FUNCTIONAL AREA IS SMALL AND HAS NO MIRRORS THIS SPACE. THE DESK WILL BE KEPT BUT CAN BE MADE TIDIER BY WOULD BE BETTER MOVED TO A LARGER, DEDICATED ZONE.

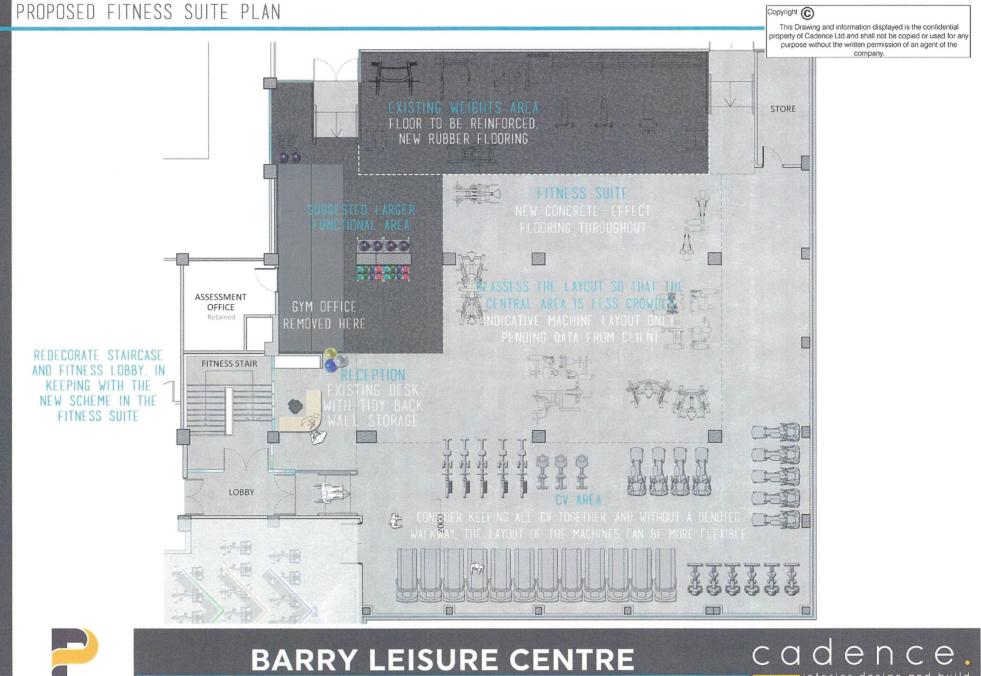


THE WEIGHTS AREA IS IN A GOOD LOCATION BUT THE FLOOR NEEDS TO BE REINFORCED IT WOULD BENEFIT FROM NEW FLOORING AND CHEQUEPLATE WALL PANELS



BARRY LEISURE CENTRE

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Parkwood

PROPOSED FITNESS: STYLE BOARD

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REFURBISHMENT OF EXISTING SPIN STUDIO: EXISTING SPACE

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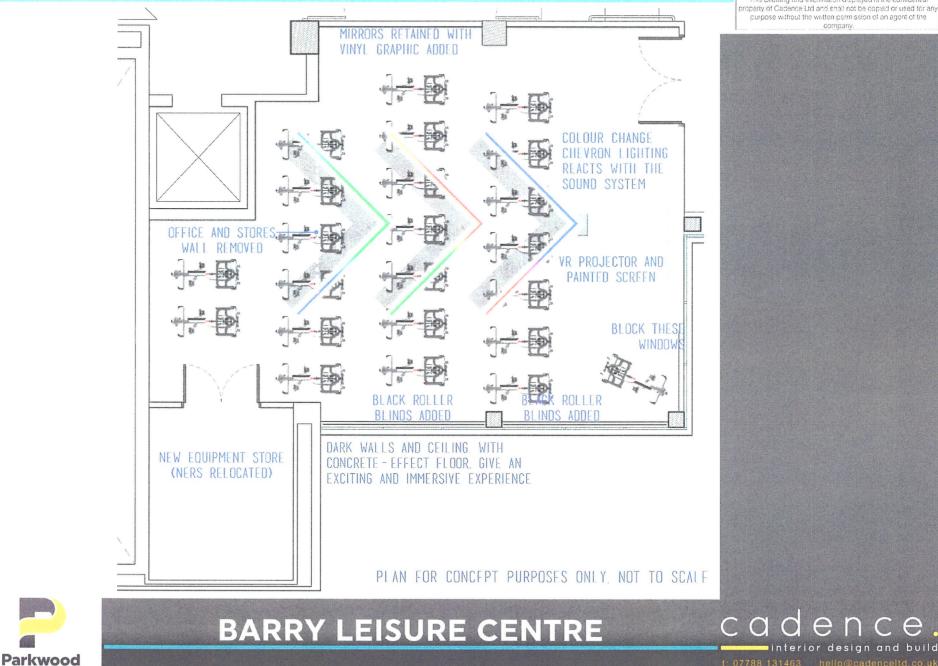
- 1 REMOVE THESE OFFICES AND STORES TO CREATE EXTRA SPACE
- 2 REPLACE CEILING WITH MATT BLACK GRID AND TILE REPLACE GENERAL LIGHTING. AND INSTALL FEATURE CHEVRON LIGHTING
- 3 block in these windows and locate painted vr projection screen on this wall
- 4 DECORATE ALL WALLS IN MATT BLACK, AND APPLY FEATURE GRAPHIC VINYL TO EXISTING MIRRORS
- 55 BLACK ROLLER BLINDS INSTALLED
- S NEW CONCRETE EFFECT VINYL FLOORING WITH FEATURE CHEVRON DESIGN INSTALLED



BARRY LEISURE CENTRE

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REFURBISHMENT OF EXISTING SPIN STUDIO: PROPOSED PLAN



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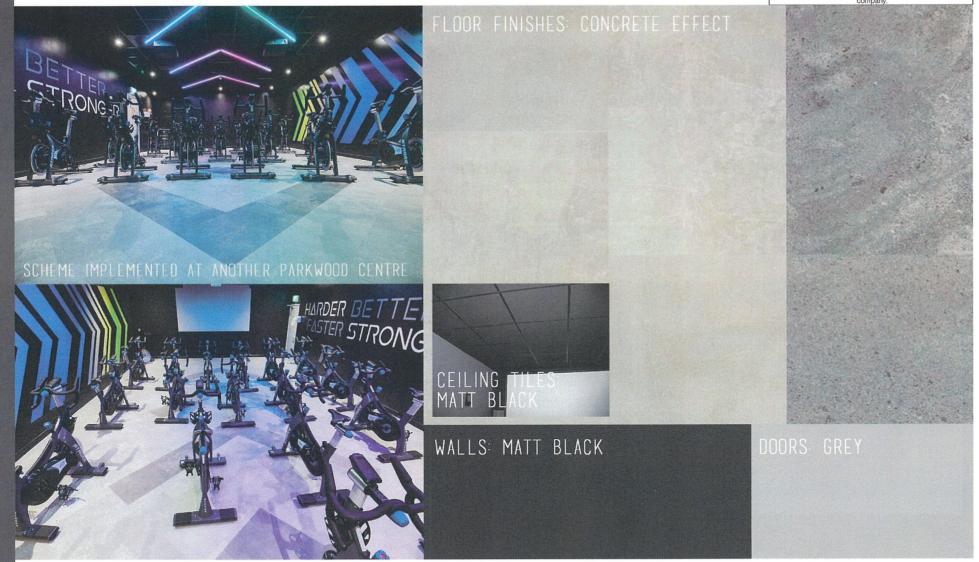
LEISURE

interior design and build

REFURBISHMENT OF EXISTING SPIN STUDIO: STYLE BOARD

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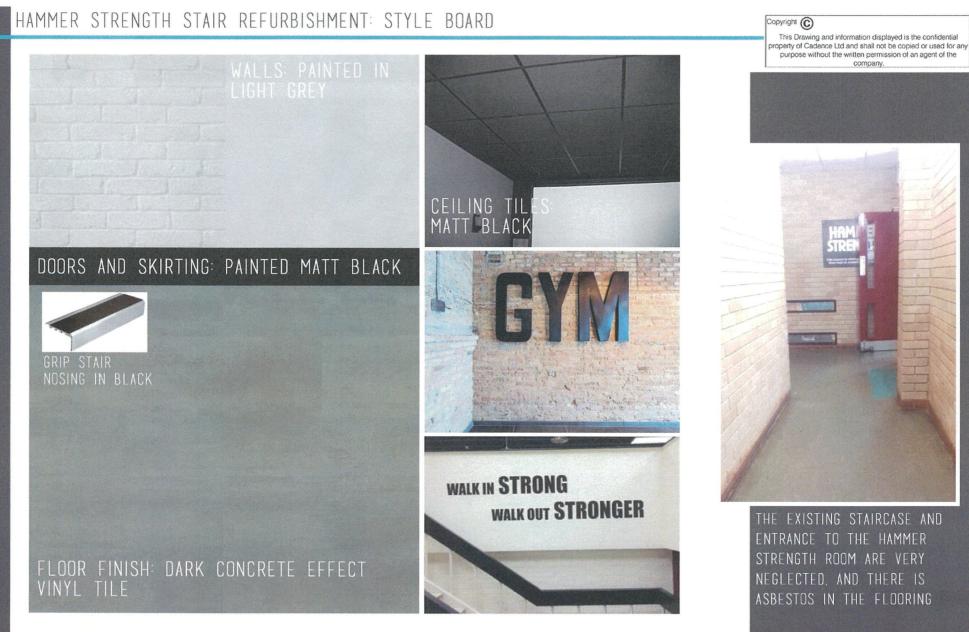




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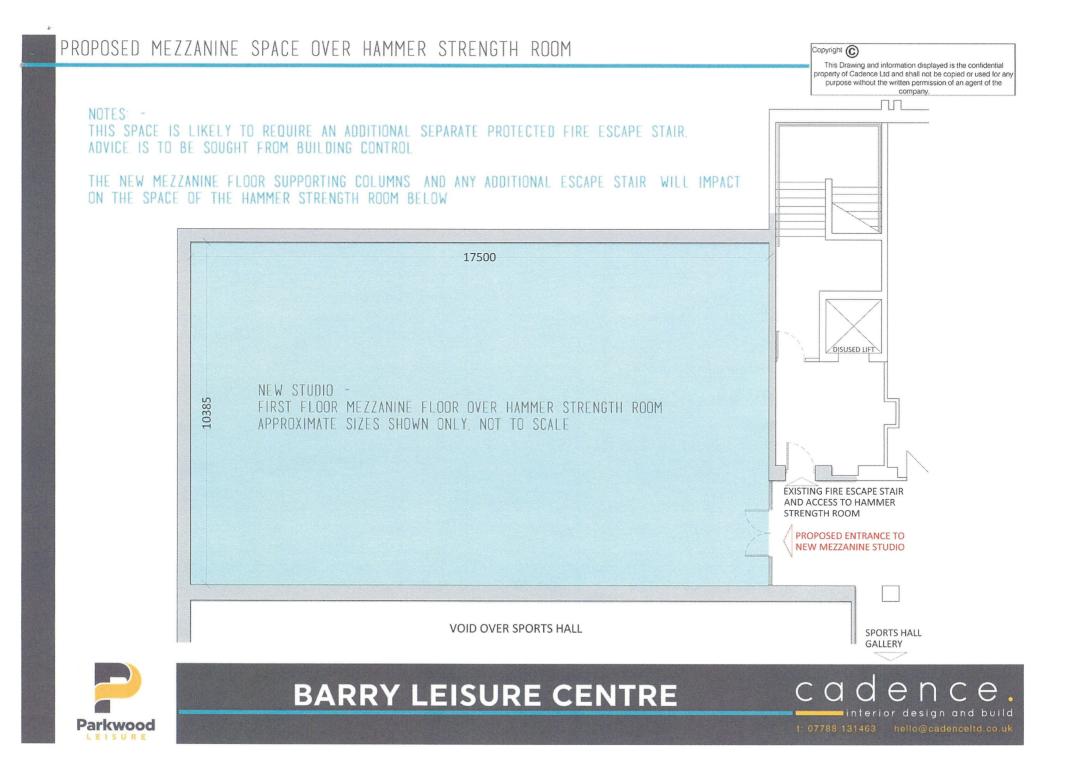
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BARRY LEISURE CENTRE



LLANTWIT MAJOR LEISURE CENTRE

PROPOSED REFURBISHMENT WORKS:
CHANGING AND WC AREAS
FITNESS SUITE
INDOOR CYCLING STUDIO
MULTI - USE STUDIO

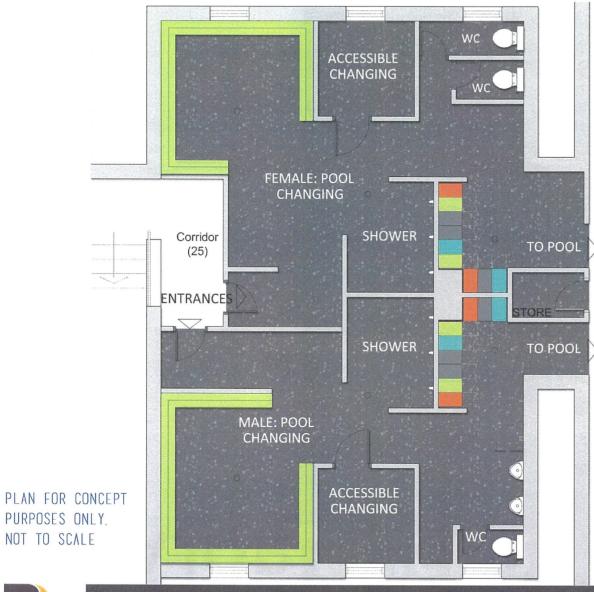


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POOLSIDE CHANGING AREAS REFURBISHMENT



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- FLOORING REPLACED THROUGHOUT WITH NEW NON-SLIP VINYL SUITABLE FOR WET ENVIRONMENT

- WALLS DECORATED THROUGHOUT IN LIGHT GREY SPECIALIST COATING SUITABLE FOR POOLSIDE ENVIRONMENT

- DOORS DECORATED IN LIGHT GREY SPECIALIST COATING SUITABLE FOR POOLSIDE ENVIRONMENT

- CEILINGS AND LIGHTING RETAINED
- SANITARY FITTINGS AND CUBICLES RETAINED
- BENCHES AND PEGRAILS REPLACED
- CLIENT IS REPLACING LOCKERS



LLANTWIT MAJOR LEISURE CENTRE

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POOLSIDE CHANGING AREAS REFURBISHMENT: STYLE BOARD

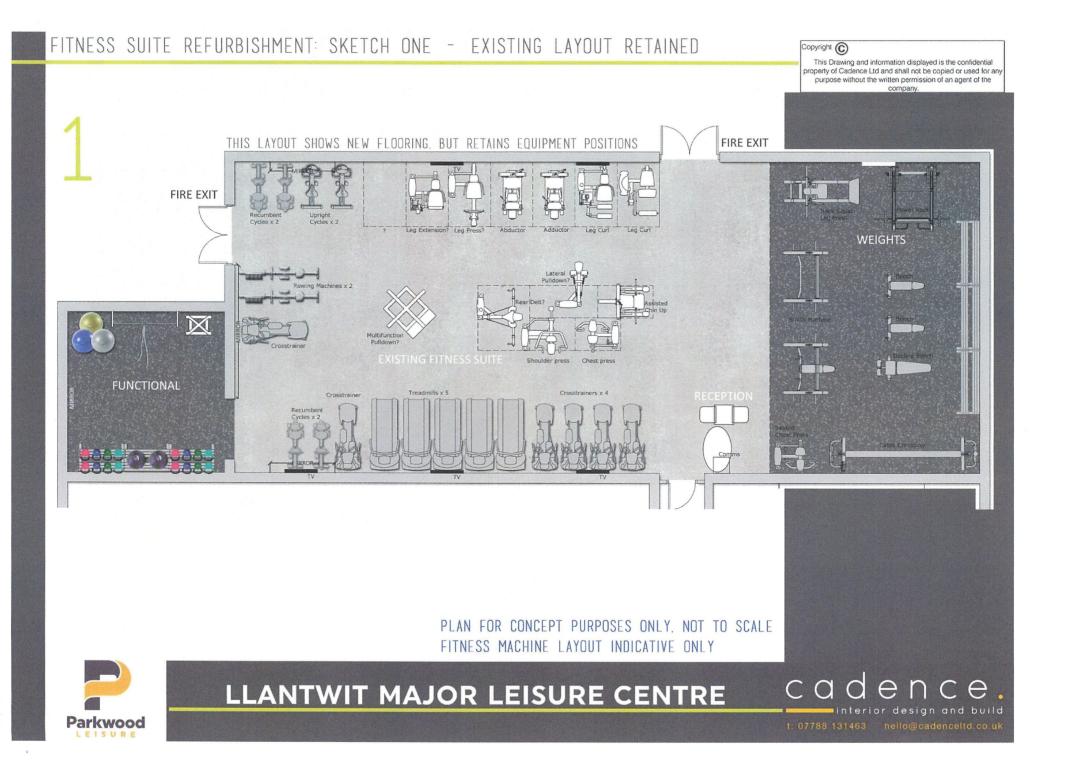
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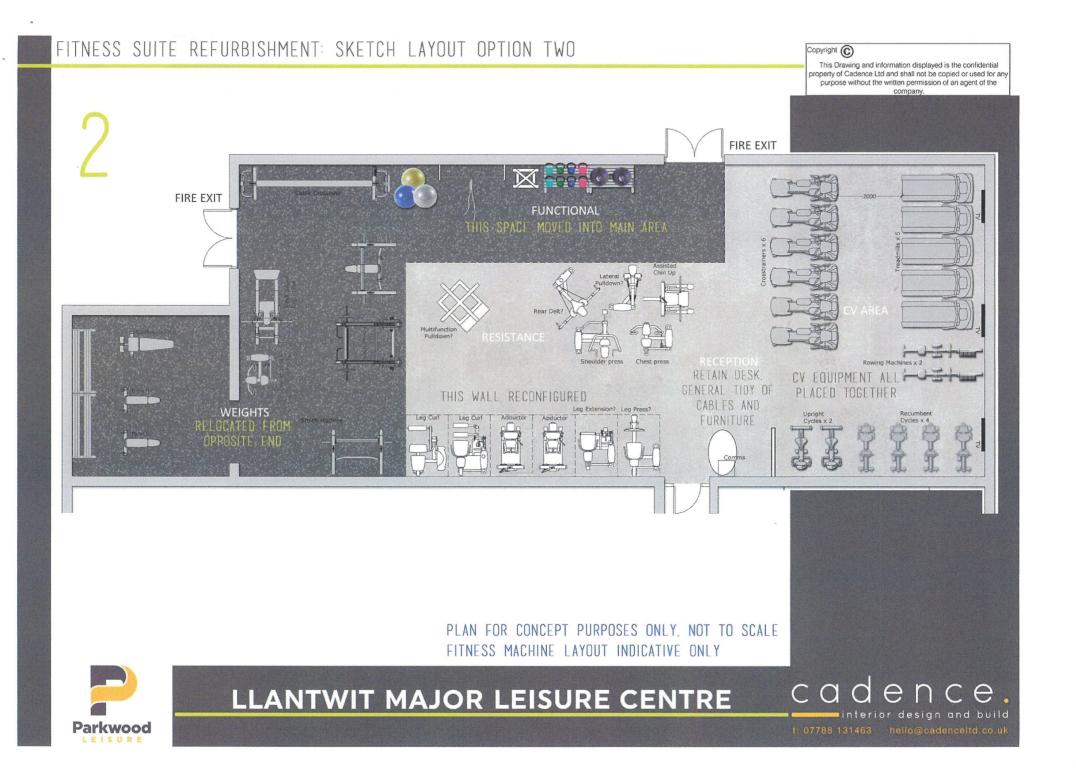
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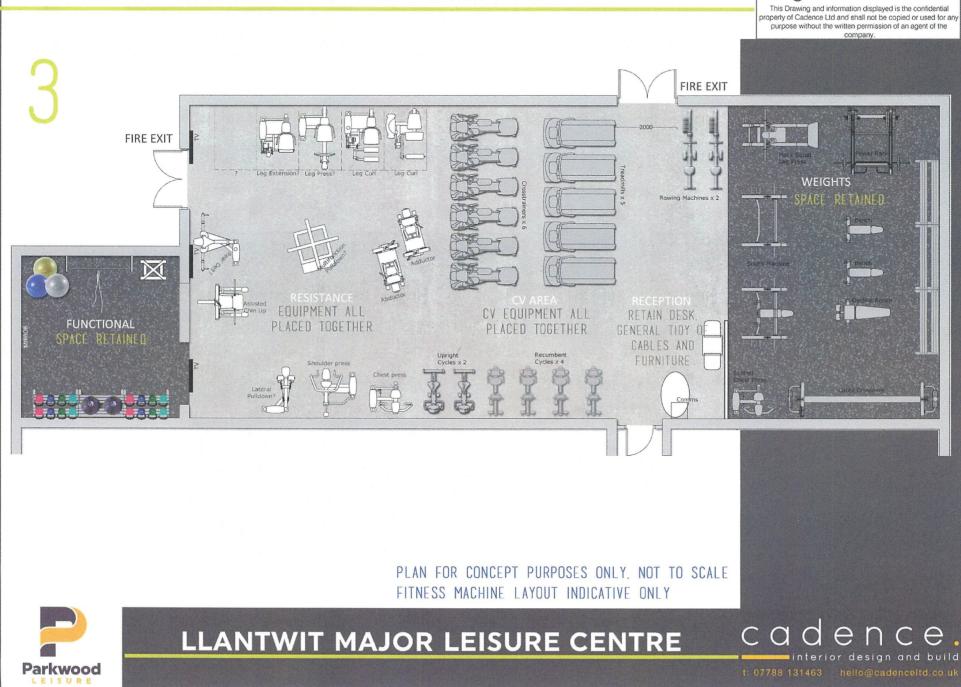
DOORS IN DARK GREY SPECIALIST COATING SUITABLE FOR DEMANDING POOLSIDE ENVIRONMENT NON - SLIP FLOORING BRIGHT LAMINATE BENCHING + RAILS SPLASHES OF COLOUR COLOURFUL LOCKERS DARK DOORS WITH GRAPHICS



LLANTWIT MAJOR LEISURE CENTRE



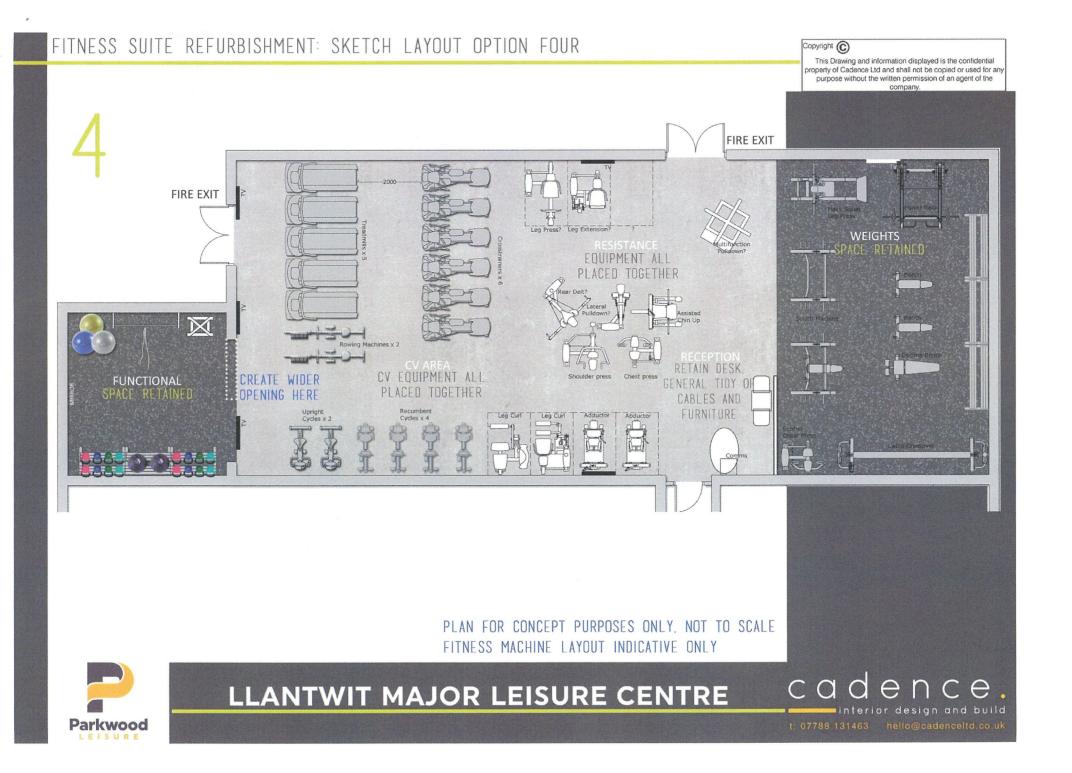


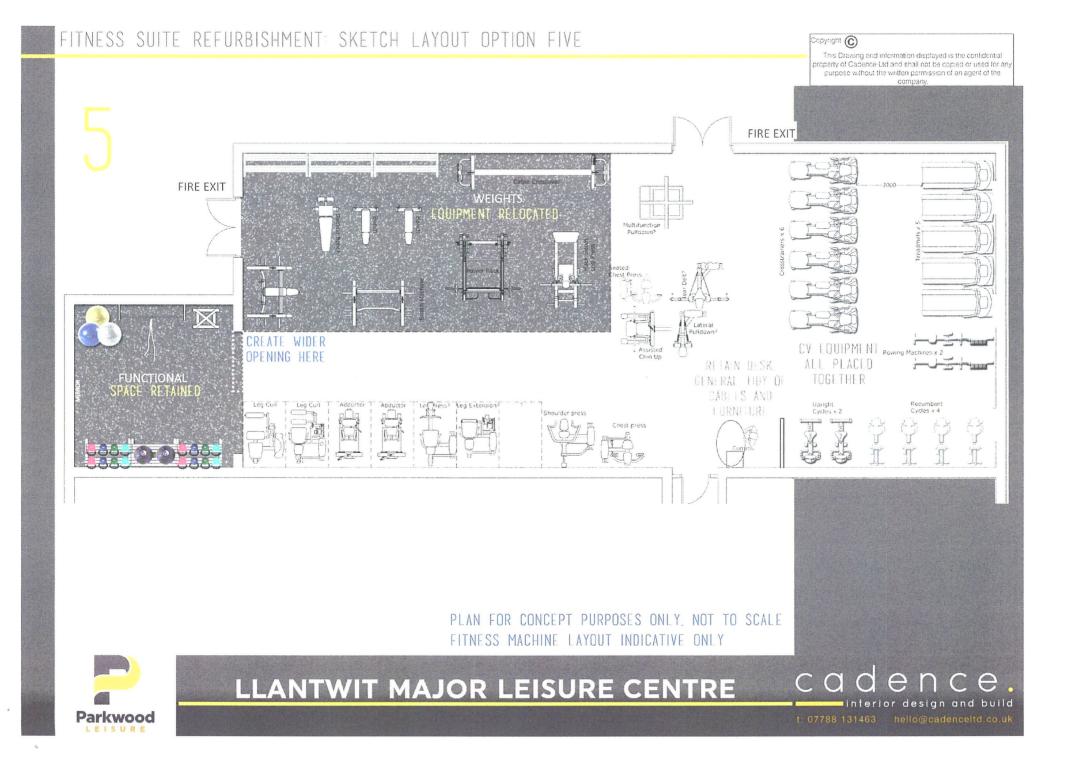


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FITNESS SUITE REFURBISHMENT: SKETCH LAYOUT OPTION THREE

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FITNESS SUITE REFURBISHMENT: IMPROVEMENTS

GENERALLY. THE SPACE IS VERY DATED. WE ARE PROPOSING TO REPLACE THE CARPET WITH A CONCRETE EFFECT LVT AS THE GENERAL FLOORING. AND REPLACE THE OLD BRANDING AND COLOURS WITH MODERN DECORTAION THROUGHOUT IN GREYS



WEIGHTS AREA: THIS IS VERY DOMINANT AS YOU ENTER THE SPACE. AND COULD WORK BETTER RELOCATED? ALSO, CHEQUERPLATE, MIRRORS + FLOOR COULD BE IMPROVED.



CV EQUIPMENT IS ALL FACING WALLS, AND MACHINES POSITONS ARE SPORADIC. WE WOULD ALSO LOOK TO RATIONALISE THE AMOUNT + LOCATIONS OF TELEVISIONS AND SOCKETS, TO TIDY THE WALLS



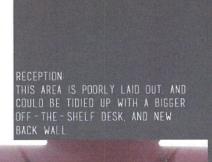
FUNCTIONAL AREA: FUNCTIONAL TRAINING IS POPULAR, AND THIS ZONE MAY WORK BETTER IN THE MAIN AREA OR THE OPENING TO THE SPACE COULD BE MADE WIDER TO ENCOURAGE USE.

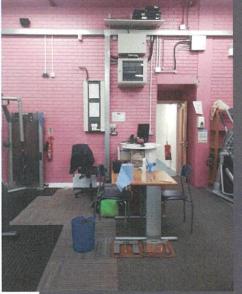


RESISTANCE AREA: THERE IS A GOOD SELECTION OF MACHINES THAT COULD BE MOVED TO SUIT AN IMPROVED LAYOUT. AGAIN. WE WOULD LOOK TO NEATEN THIS WALL BY REDUCING OR MOVING SOCKETS.

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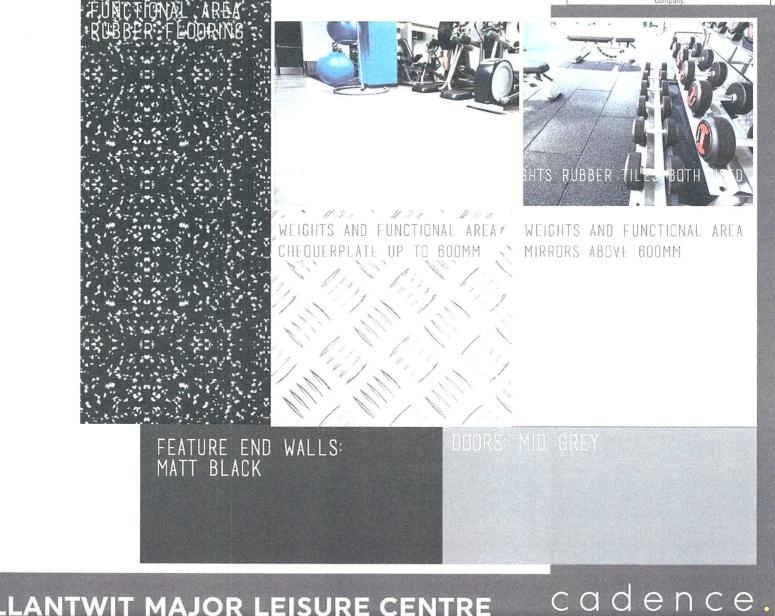
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FITNESS SUITE REFURBISHMENT: STYLE BOARD

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LLANTWIT MAJOR LEISURE CENTRE

interior design and build

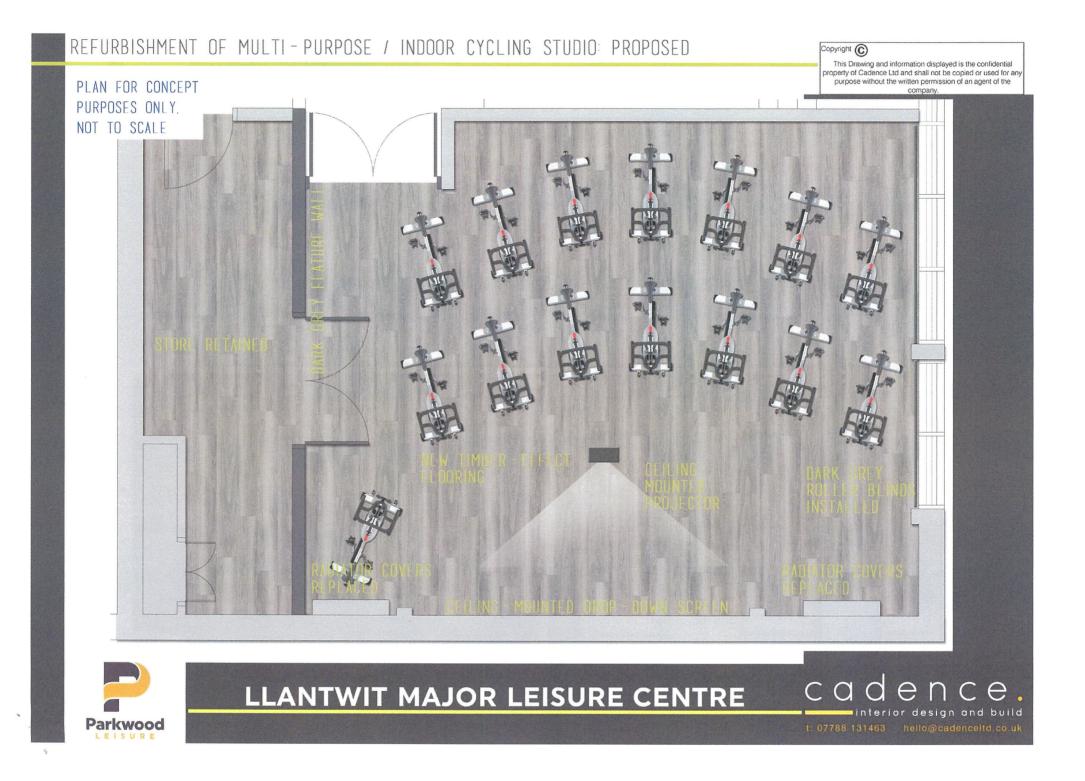


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REFURBISHMENT OF MULTI - PURPOSE / INDOOR CYCLING STUDIO: STYLE BOARD

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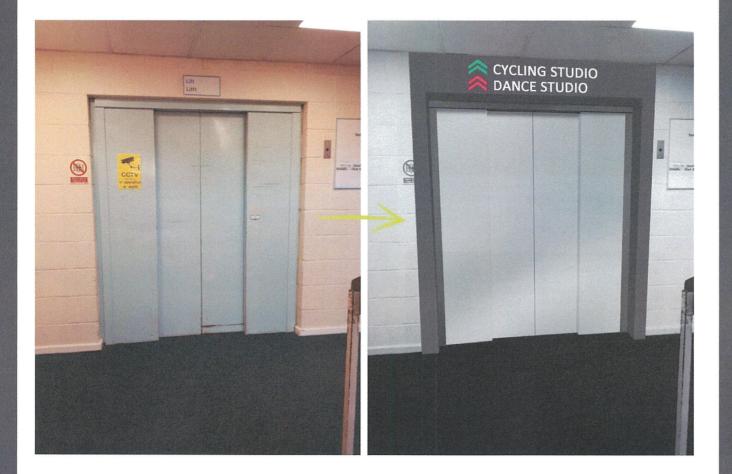
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- PAINT THE LIFT DOOR IN SILVER GREY

- CREATE NEW GOALPOST SURROUND IN DARK GREY

- ADD NEW DIRECTIONAL GRAPHICS



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PENARTH LEISURE CENTRE

PROPOSED REFURBISHMENT WORKS:

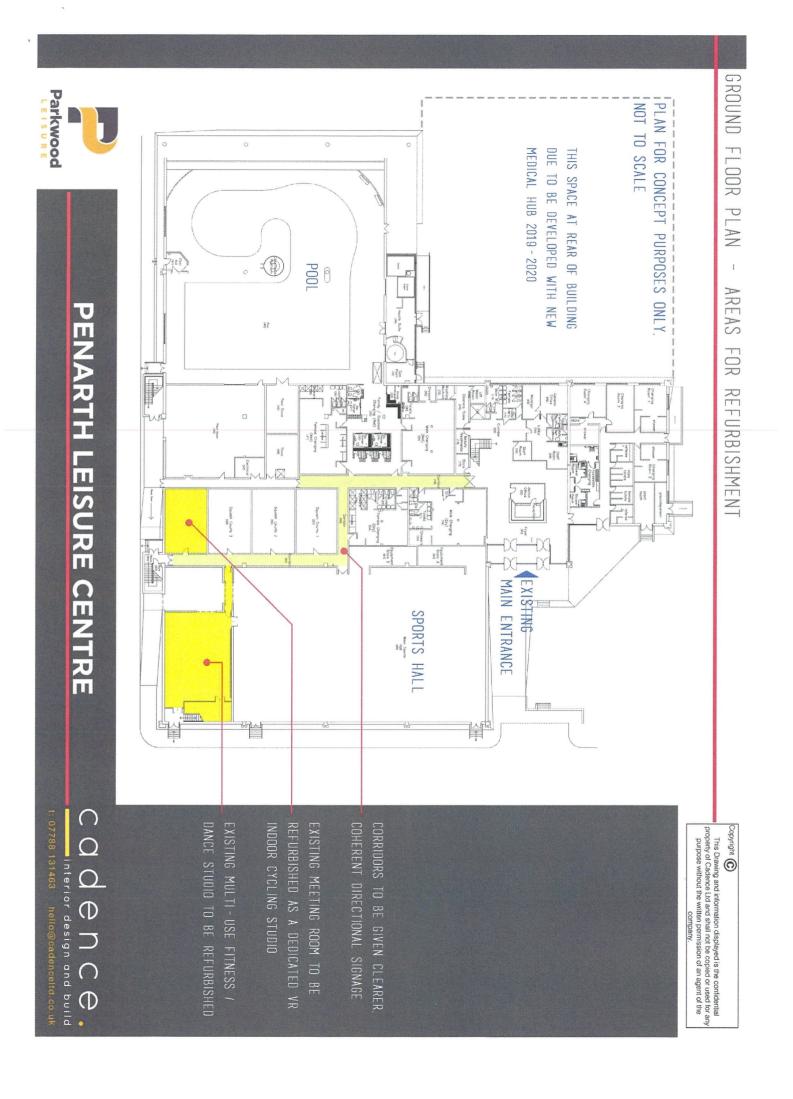
- DEDICATED INDOOR CYCLING STUDIO
- MULTI USE FITNESS STUDIO
- SIGNAGE AND WAYFINDING
- FITNESS SUITE

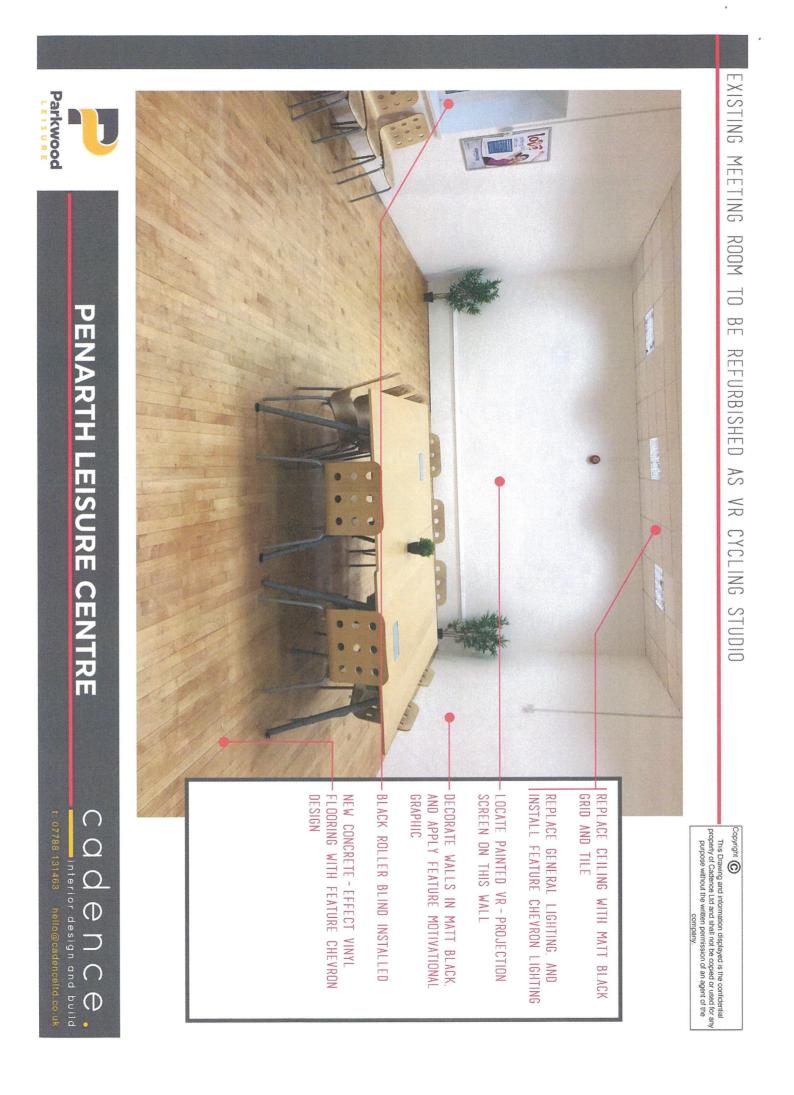
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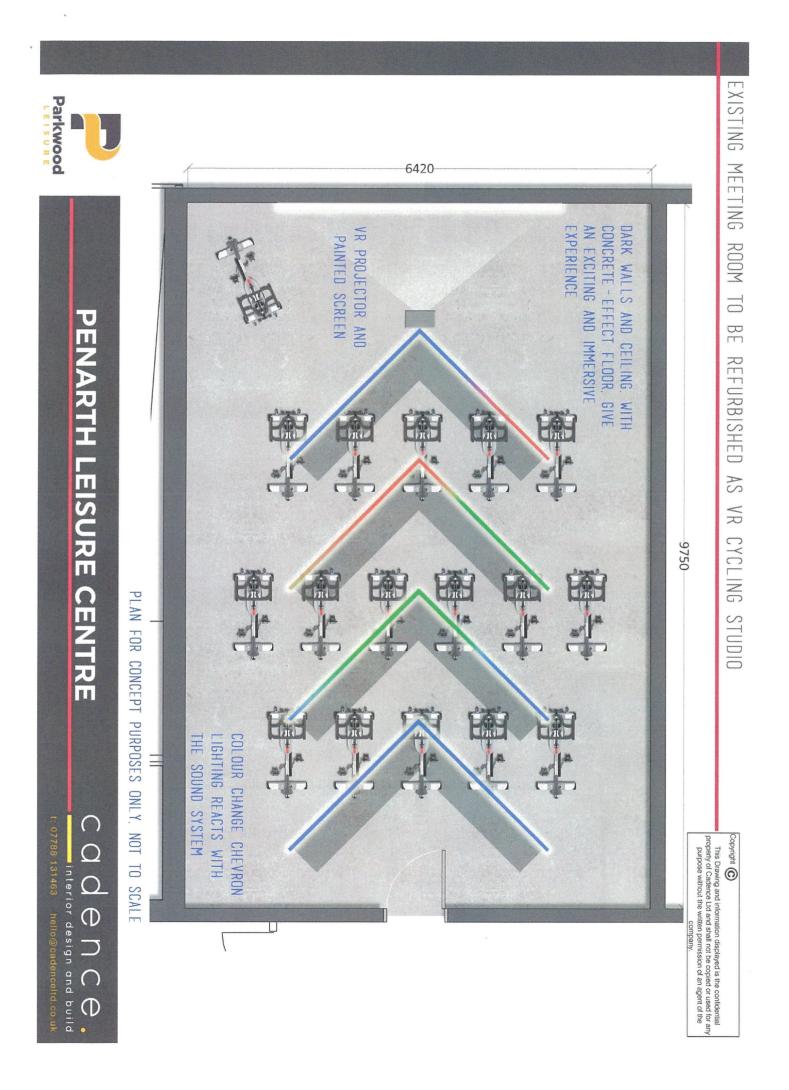
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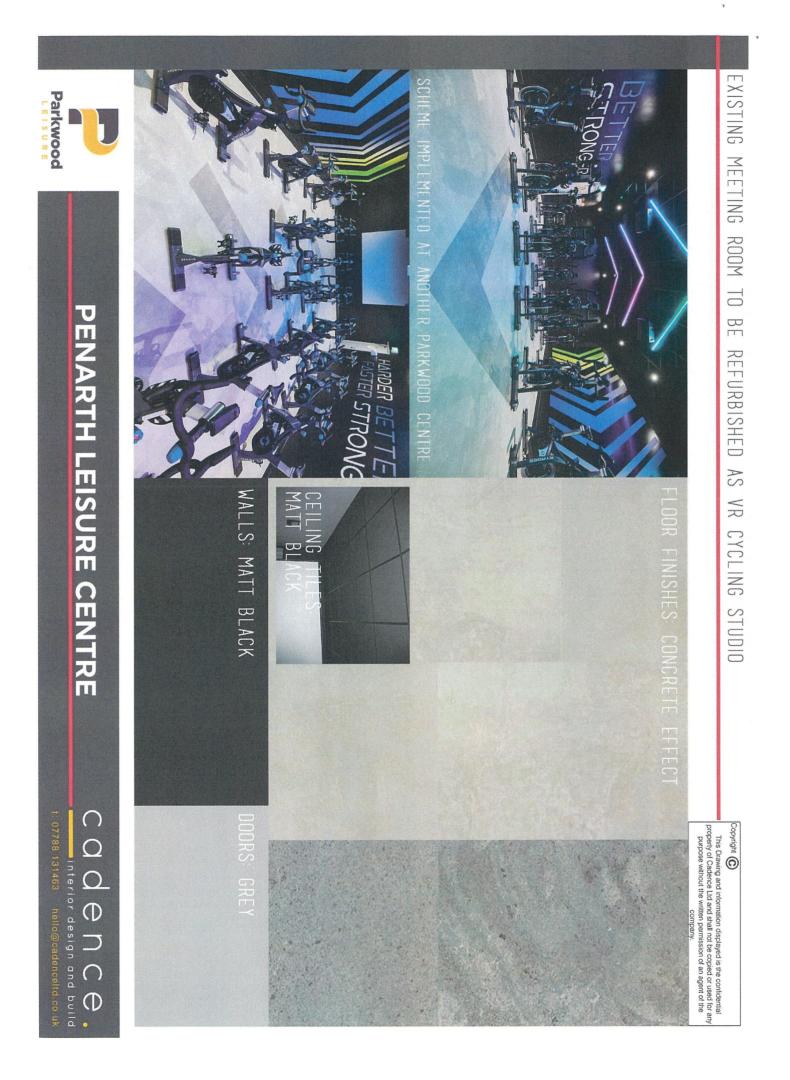










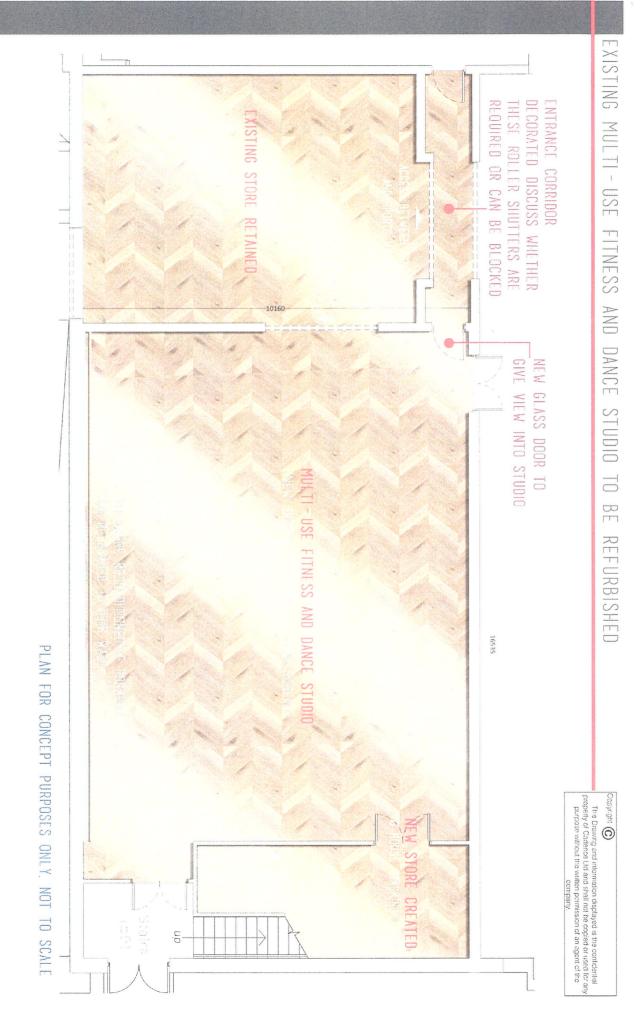






PENARTH LEISURE CENTRE



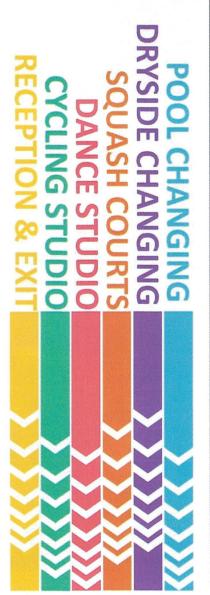


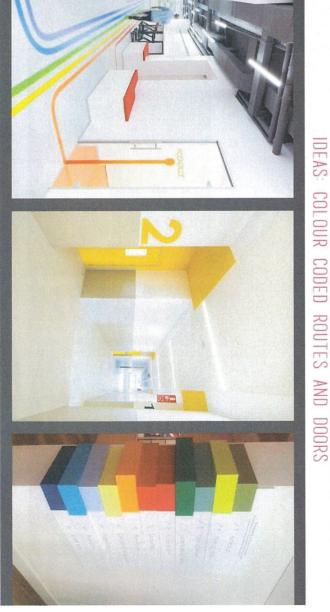


CQQQENT Interior design and built t: 07788 131463 hello@cadenceltd.co.u

PENARTH LEISURE CENTRE







EXISTING CORRIDOR - NO CLEAR DIRECTION TO INDIVIDUAL FACILITIES EXISTING CORRIDORS I ADD CLEAR AND COHERENT DIRECTIONAL SIGNAGE

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PENARTH LEISURE CENTRE



IN THE FUNCTIONAL AREA, THE MIRRORS ARETOO HIGH FOR USERS TO BE ABLE TO CHECK THEIR POSTURE

THE MACHINE LAYOUT IS VERY SPARSE IN SOME AREAS AND LOOKS LIKE IT NEEDS BETTER PLANNING. THE CV MACHINE LAYOUT IS NEAT AND WORKS WELL BUT OLD BRANDING AND COLOURS NEED TO BE UPDATED



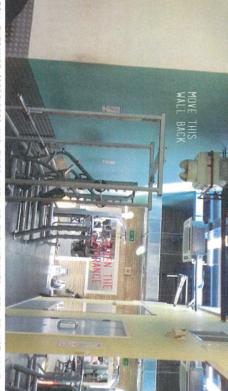








EXISTING RECEPTION IS MESSY AND LACKS DEFINITION ENTRANCE CONTROL SYSTEM MAY BE REQUIRED.



THE NARROW ENTRANCE 'CORRIDOR' AND TIRED LODK OF THE WEIGHTS AREA DO NOT MAKE IT VERY INVITING.

company

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