

Report for: Cabinet Decision – March 2025

Item number: 13

Title: Tottenham Green Leisure Centre - Phase Two of Year One Works

Report

authorised by: Jonathan Kirby, Director of Placemaking and Housing

Lead Officer: Thomas Londra, Project Manager, Capital Projects & Property

Ward(s) affected: Tottenham Central

Report for Key/

Non-Key Decision: Key Decision

1. Describe the issue under consideration

- 1.1. This report seeks approval to award the contract for the phase two refurbishment works at Tottenham Green Leisure Centre.

2. Cabinet Member Introduction

On 1st October 2024, Haringey Council insourced leisure services. The provision of leisure services is key to helping our residents in the future – to enable them to lead active, healthy lives whilst also tackling the wider determinants of ill health, such as social isolation and loneliness. Access to sports and leisure facilities is central to health and wellbeing for residents of all ages and we want to play an important role in tackling health inequalities experienced by many residents and help them lead more active lives.

With leisure services now back under Council control, we are able to make the changes, upgrades and refurbishments required to ensure the sites – and in this case – specifically Tottenham Green leisure centre are safe, clean and well maintained and are of a standard that all our residents deserve and expect. This report is regarding upgrades at Tottenham Green leisure centre and we are also bringing forward improvements at Park Road at the same time and to Broadwater Farm Community Centre too.

Since leisure services were insourced, alongside the existing improvements to the sites, planning work has been taking place to procure the company identified in the exempt part of the report to deliver upgrades to changing rooms, ensure compliance with the Equality Act 2010 requirements and redecorate the centres.

These improvements are the second round of improvements to Tottenham Green which will enable a greater use of the centre by a wider group of residents

in Haringey and support them to pursue and maintain a healthy and fulfilling life, with dignity by staying active, safe and connected with their local community.

3. Recommendations

- 3.1. That Cabinet approves the award of a contract to Bidder A, for the Phase 2 refurbishments works at Tottenham Green Leisure Centre, for the sum of £687,418.82.
- 3.2. To approve a contingency amount of 10% of the contract value, to be managed by the Haringey Council project manager.

4. Reasons for decision

- 4.1 In July 2023, Cabinet took the decision to end the Council's contract with Fusion Lifestyle Ltd ('Fusion') and to review how its leisure services are to be run in the future. As part of the decision to bring the Leisure Service back in house, the council committed to investing to improve facilities offered to residents.
- 4.2 Building condition surveys were undertaken as part of the Leisure Centres insourcing programme for Tottenham Green and Park Road and have revealed urgent works are required across both sites. The condition surveys informed the scope of the phase one and phase two works at both sites, with the most urgent works being included, added to client instructions from Leisure Services.
- 4.3 The scope of works proposed in this report is the second phase of improvements. Phase 1 works were delivered from day 1 of the new service (October 2024) and focused on the most urgent works. These Phase 1 works concluded in December 2024. The Phase 2 works are the remaining urgent works identified.

5. Alternative options considered

5.1. Do nothing

The option to not proceed with further works was discounted, given the poor state of the leisure centres, and the feedback from service users.

5.2. Undertaking a single package of Year 1 Works

This was discounted as it would have led to a significant delay to construction works starting on site due to the procurement process and increased length of construction programme. This option would also have caused significant disruption to the use and management of the leisure centres. Accordingly, a phase one urgent works package was commissioned to coincide with the hand back of the buildings and has now been successfully completed.

5.3. Deliver the works internally

The council does not have the resources or staff with the necessary qualifications to deliver these services in house, it is therefore outsourced to external contractors.

6. Background Information

- 6.1 On 11th July 2023, Cabinet took the decision to end the Council's contract with Fusion Lifestyle Ltd ('Fusion') and to review how its leisure services are run in the future.
- 6.2 Having considered the available options presented, the Council agreed on 5th December 2023 that leisure services should be brought back in-house. Following the serving of the 12 months' voluntary termination notice on Fusion Lifestyle on 3rd October 2023, in-house leisure service provision commenced on 1st October 2024.
- 6.3 Building condition surveys were undertaken as part of the Leisure Centres insourcing programme for Tottenham Green and Park Road and have revealed urgent works are required across both sites. These reports informed the scope of the phase one and phase two works at both sites, with the most urgent works being included, added to client instruction from Leisure Services.
- 6.4 The project aims to make essential safety improvements, and to undertake much needed building refurbishment works to maintain the building fabric of the leisure centre and the wellbeing of staff and public users of the facility.

The project objectives were:

- To undertake essential repairs to the fabric of the building to allow the centre to operate in a safe Health and Safety environment without restrictions on the number of members of the public and the activities that they can undertake.
 - To undertake repairs to maintain the building fabric of the leisure centre and prolong the economic life of the structure.
 - To undertake repairs to the public facing areas such as the changing facilities, public access corridors and staff areas to deliver visible improvements at the earliest possible stage after the handover from Fusion to Haringey Council.
- 6.5 The risk of the phased refurbishment works running over programme was reviewed with leisure centre management and the leisure centre staff team, a number of measures were drawn up to mitigate any potential delay to the leisure centre operating as normal:

- a. The refurbishment works programme was prepared to prioritise the works to the key Health and Safety issues to enable the centre to remain open and to operate.
- b. The works programme to be accelerated with the principal contractor working later in the evenings, if necessary to undertake works during the least busy times of the day to minimise any inconvenience to the centre staff and public using the leisure centre.
- c. The phased works programme was reviewed and agreed with the leisure centre management and staff, prior to commencement.

6.6 Property background

- 6.6.1 Capital Project and Property commissioned technical due diligence surveys (Building Condition Surveys) at the 3 leisure centre sites.
- 6.6.2 The condition surveys confirmed the council's existing understanding that the leisure centres were in a poor state of repair and provided substantial new detail about the investment needed at each site.
- 6.6.3 To respond to this overall need the Council initially brought forward a project for immediate refurbishment works at each site, with a combined value of £423,775.00. This report brings forward a second phase of works, valued at £2,164,664.00 across the 3 leisure centre sites. A further £1,071,562 is in the capital programme, for further works, to ensure we deal with the priority areas in the Condition Reports and make further improvements to the leisure service. As with all council buildings, we are putting in place a forward maintenance plan for the assets, to ensure we maintain them in good order into the future.
- 6.6.4 The works to Broadwater Farm Community Centre are out of scope and being undertaken separately, because this asset is held in the Housing Revenue Account.
- 6.6.5 The Phase 2 works at Park Road have been procured separately from Tottenham Green and the contract will be awarded via Delegated Authority as the total value of the contract does not exceed £500,000.
- 6.6.6 Reference to Broadwater's Community Centre and Park Road Leisure Centre have been included in this Cabinet report for reference only.

6.7 Project Scope and Budget

6.7.1 The project scope for each site has been developed considering the urgent (Yr 1) requirements for the condition reports, validated by our own observations, and requirements, with additional requirements from the Leisure Service team.

6.7.2 Phase 1 was designed to deal with immediate safety matters and deliver tangible improvements as soon as possible after service transfer and concluding in time for the leisure centres' busiest period in January. These works were successfully tendered, and the contractor has been on-site since early October 2024. The works were completed by 20th December 2024.

6.7.3 Phase 2 will be a more substantial works package, delivering further visible improvements and making progress on the urgent works identified in the condition reports. The current proposed scope package is summarised below.

6.8 Phase Two Scope of Works

The scope of works for phase two are as follows:

No	Scope of Works	Reason for Inclusion
	EXTERNAL	
1	Building fabric	
	Windows and Cladding refurbishment	Referred to in Fulkers report
	New external doors to install	Referred to in Fulkers report
	External hard landscaping DDA adaptations line marking & dropped kerbs	H&S compliance and aesthetic impact
	INTERNAL	
2	Internal finishes	
	Structural alterations	H&S compliance and aesthetic impact
	Decorations internally	
	Decorations to structural steelwork	Fulkers report
3	Public facing areas	
	New flooring – entrance lobby and corridors	Client brief
	New suspended ceilings to public facing areas and corridors	Fulkers report
	Decorations internally	Client brief
	Squash courts alterations	Client brief
	Hearing Loop in reception / studios	Fulkers report and DDA report
	New internal corporate / DDA compliant signs	DDA report
	Fire door replacement	Fulkers report
	Manifestations to glazed doors and screens in studios	DDA report
	Replace DDA cubicles and WCs with DDA suitable handles and locks	DDA report
	Studio floor to restore	Fulkers report
4	Changing Rooms	
	Locker repair	Client brief
	Cubicle doors repair	Client brief
	Shower replacement	Client brief
	FEES	

	Preliminaries @ 10%	
	Contingency @ 10%	
	Consultant fees	
	CDM Principal Designer	

6.9 Funding, governance and procurement arrangements

6.9.1 Budget for urgent capital works for FY 24/25 for the Council's leisure centres was approved by Cabinet in February 2024. This follows the Cabinet report on Leisure Insourcing in December 2023. Phase 2 works are to therefore be funded from the General Fund as per these Cabinet Report.

6.10. Procurement approach

6.10.1 The identified refurbishment works were collated into a specification and tender documents and were issued to Strategic Procurement to procure via the Adam Procure DPS framework.

6.10.11 The received bids were evaluated on an assessment of the Quality and Price of their submissions, using a percentage split of 60% Price and 40% Quality. The table below outlines the scores of each tenderer.

6.10.12 During the tender process there were clarifications made from the contractors tendering on some aspects of the proposed refurbishment works. As part of the process managed visits were arranged to the leisure centre for each tenderer to view the leisure centre and the scope of works, prior to submitting their priced tender before the tender closing date.

The timetable was as follows:

Indicative Procurement Timetable	
Invitation to Tender Issued Date	04/11/2024
Tender Clarification Deadline	04/12/2024
Tender Submission Deadline	06/12/2024
Tender Evaluation Period	06/12/2024 – 10/01/2025
Notification of Tender Outcome	January 2025
Contract award	14/04/2025
Contract Commencement Date	21/04/2025
Contract End Date	08/08/2025

6.11 Evaluation Criteria

6.11.1 The received bids were evaluated on the basis of 60% price, 40% quality, by an inhouse evaluation team to review the price and quality submissions separately.

6.12 Procurement Outcome

The table below outlines the scores allocated to each tenderer:

Bidder	Pass/Fail	Moderated Weighted Score (40%)	Price Weighted Score (60%)	Final Weighted Score	Rank
A	Pass	27.60%	60%	87.60	1
B	Pass	25.6%	56%	81.30	2
C	Pass	36.80%	28%	64.30	3

Winning Bidder:	Company A	£687,418.82
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7. Contribution to Strategic Outcomes

- 7.1 This proposal would help the Council to meet the High Level Outcome in the Corporate Delivery Plan 2024– 2026 : A healthy and active population Outcome. To ensure that all adults are able to live healthy lives, with dignity, staying active, safe, independent and connected in their communities.

Specifically, the intermediate outcome that:

- Greater use of leisure centres by a wider section of the community, to help residents pursue and maintain a healthy lifestyle.

- 7.2 It would also help the Council to meet the High Level Outcome in the Corporate Delivery Plan 2024 -2026: A Zero Carbon & Climate resilient Haringey, which has the following objectives:

- To improve energy management across the Councils estate.
- To increase the number of renewable installations on the Councils buildings, which Tottenham Green Leisure Centre has been identified for a PV panel installation on the main roof to contribute to energy saving within the leisure centre.
- In addition, further energy saving measures are to be achieved via replacing existing lighting with energy efficient lamps, further maintenance of the boiler and ventilation plant to ensure that they run more efficiently thereby reducing energy whilst being used.

8. Statutory Officers comments (Director of Finance (procurement), Assistant Director of Legal & Governance)

8.1 Finance

- 8.1.1 The recommendations of the report are to award a contract of £0.687m to the Bidder A, for Tottenham Green Leisure Centre phase two refurbishment works and to approve a 10% contingency of £0.069m for a project contingency to be managed by the Haringey Council project manager, with a potential contract value of £0.756m.
- 8.1.2 As at Q3 expenditure of £0.405m had been incurred against a budget of £3.660m. There is also budget (subject to the Council's budget setting meeting in March 2025) of £0.825m in 2025/26.
- 8.1.3 The expenditure proposed can be contained within the available budgets.

8.2 Procurement

- 8.2.1 Strategic Procurement (SP) note that this report relates to the approval to award a contract to supplier A
- 8.2.2 SP note that a competitive tender was launched via the LCP's Minor Works DPS. The adopted procurement is in line with Contract Standing Order (CSO) 9.04.1(b) and Regulation 34 of the Public Contract Regulations.
- 8.2.3 The Tenderers' bid submissions were evaluated in accordance with the scoring methodology contained within the published Invitation to tender document.
- 8.2.4 SP support the recommendation to approve the award in accordance with CSO. 9.07.1 (d)

8.3 Legal

- 8.3.1 The Assistant Director for Legal and Governance (Monitoring Officer) has been consulted in the preparation of this report.
- 8.3.2 The report indicates and Strategic Procurement has confirmed that a competitive procurement process was carried out via the LCP's Minor Works DPS in line with the Council's Contract Standing Order (CSO) 9.041(b)
- 8.3.3 The value of this works contracts is below the relevant works thresholds of £5.372M for the Public Contracts Regulation of 2015, as amended (PCR15) to apply to the procurement.
- 8.3.4 Pursuant to the Council's CSO 9.07.1(d), Cabinet has power to approve the award of a contract where the value of the contract is £500,000 and above and as such the recommendation in paragraph 3 of the report is in line with the provisions of the Council's CSO.
- 8.3.5 The Assistant Director for Legal and Governance (Monitoring Officer) therefore finds no legal reasons preventing Cabinet from approving the recommendation in the report.

8.4 Equality

8.4.1 The council has a Public Sector Equality Duty (PSED) under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not

8.4.2 The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.4.3 Although it is not enforced in legislation as a protected characteristic, Haringey Council treats socioeconomic status as a local protected characteristic.

8.4.4 The Decision is to award the Phase Two refurbishment contract of Tottenham Green Leisure Centre to Bidder A identified in the exempt part of the report for the sum of £687,418.82.

8.4.5 The refurbished leisure centre will provide a safe environment for all members of the local community with the borough providing facilities and a safe environment to promote their mental wellbeing and physical health.

8.4.6 The building refurbishment works will be phased to minimise disruption and inconvenience to all members of the public using the facility. There will be regular communications with the leisure centre users providing them with notice of works to their facilities to allow them to make alternative arrangements.

8.4.7 As an organisation carrying out a public function on behalf of a public body, the Contractor, Bidder A, identified in the exempt part of the report will be obliged to have due regard for the need to achieve the three aims of the Public Sector Equality Duty as stated above. Appropriate contract management arrangements will be established to ensure that the delivery of the major works does not result in any preventable or disproportionate inequality.

9. Use of Appendices

Appendix 1 – Exempt report award of a contract for Phase 2 works at Tottenham Green Leisure Centre