

# Swanley Town Council

Civic Centre, St Marys Road, Swanley, Kent, BR8 7BU

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## ESTATES AND FACILITIES

Date 18<sup>th</sup> January 2018

Dear Member

A meeting of the above committee will be held at the Council Chamber, Civic Centre on **Wednesday 24<sup>th</sup> January 2018 from 7:30pm** or at the conclusion of the public participation session.



Mr S Nash  
CEO / Town Clerk

Council Members: (Chair) Cllr N Scott, (Vice Chair) Cllr J Barnes, Cllr V Southern, Cllr C Barnes, Cllr P Darrington, Cllr E Komolafe

### **PUBLIC PARTICIPATION**

**If required, the meeting will be preceded by a public participation period of up to 15 minutes at 7:30pm. Members of the public are also entitled to speak, during the meeting, on agenda items with the permission of the Chairman / Mayor**

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### **RECORDING (AUDIO AND / OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA**

During this meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the exempt Part of an agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until that member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile phone devices to silent for the duration of the meeting.

### **MOBILE PHONES**

Member of the public are reminded that the use of mobile phones (other than on silent) is prohibited at Town Council and Committee meetings.

### **AGENDA**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**

**3. MINUTES OF THE PREVIOUS MEETING**

To approve as correct the Minutes of the Meeting held on Wednesday 18<sup>th</sup> October 2017

**4. REQUEST FOR A SITE FOR BASKETBALL FACILITY**

To receive an outline proposal from Suns Basketball (Report A)

**5. PARK UPDATE REPORT**

To accept the update report and note any new bookings/changes to operations (Report B)

**6. PEDHAM FARM LAND**

To consider the sale of some of this land to the existing tenant and others and use of the land as a cemetery and sports facility (Report C)

**7. NEW VEHICLE**

The Grounds Team need a new vehicle this year as the current one has become both unsightly and unreliable. The CEO is recommending a Lease to Buy option within existing budgets for approval.

**8. DATE OF NEXT MEETING – 18<sup>th</sup> April 2018**

If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 611663 or [snash@swanleytowncouncil.gov.uk](mailto:snash@swanleytowncouncil.gov.uk)

**REPORT A**

**Sevenoaks Suns**  
**Working Document in Cooperation with**  
**Swanley Town Council**

**For the Building of**  
**A Basketball Centre of Excellence**

8 January 2018



Sevenoaks Suns Basketball Club Limited is a registered charity in England and Wales  
(charity number 1172673)

## Background

The Sevenoaks Suns Basketball Club (the "Suns") proposes to build a multi-sport arena in the Swanley area (the "Arena"). The Arena could serve as a sports hall for local schools, a community sports facility for the Swanley area, a training facility and home court for the Suns and a facility available for other indoor sports and performance activities. While located in Swanley, the Arena will serve nearby communities in the Sevenoaks District. In addition, the Arena is intended to be a venue for international and professional basketball competitions and for National Team training. The Arena will include seating for at least 500 spectators. The Arena will be finished to a standard consistent with its intended use as a venue for international and professional competition.

At this stage we want to set out in more detail the elements that the Arena would require to meet the Suns needs, and to establish more fully the needs of the local community and Swanley Town Council.

To do that we thought it would also be useful to provide some background on basketball more generally, and the Suns in particular.

### *Basketball in the UK*

Basketball is the fastest growing sport in the world and the second most widely played. It is also, according to Sport England, the second most widely played team sport in England. This fact comes as a surprise to many. However, the sport is hugely popular among populations which tend to be overlooked, even invisible – particularly inner-city youths, other non-mainstream groups and girls and women. Of course, these are the very populations which it is most important to reach.

From the perspective of community youth programs, basketball is a tremendously attractive sport. First, basketball is among the most engaging team sports there is. The five players on each side must play offense and defense. At any time, a player can go from scoring to being scored upon in less than 5 seconds. This means that every player must be intensely focused and aware of her/his offensive and defensive responsibilities at all times. There simply is no time to get bored (or take a rest) while the ball is at the other end of the court. Because every player must be consistently involved in all facets of the game, high-level basketball requires a high level of fitness. Indeed, according to many studies, high-level basketball is more demanding from a cardiovascular point of view than any other common sport or activity (including rowing, swimming and Nordic skiing). Because it is so engaging and physically demanding, basketball is a great tool for drawing kids not involved in sport into a life of fitness.

Basketball is a tough contact team sport which is highly competitive. Great life and workplace skills are derived from playing contact team sports. In our society, boys have many opportunities to reap the benefits of contact team sports. Girls, however, are often

denied these opportunities, and there are indications that this impacts their progress in the workplace. Since basketball is not perceived as being "owned" by the boys to the same degree as, for instance, rugby and football, basketball is an effective vehicle for drawing girls into contact team sports.

While basketball may be the fast growing, the sport is hampered by lack of affordable facilities. There are not nearly enough courts and those that do exist are very expensive. Schools increasingly see out-of-hour's rental as a much-needed source of income. Sadly, the public use of school sports facilities is now rarely seen as a community-oriented obligation. School rates have become equal to leisure center rates – high for most clubs and far too high for disadvantaged kids.

Basketball is set for dramatic expansion in the UK. Both European clubs and America's National Basketball Association (the "NBA") are viewing the UK as a good consumer driven sports economy (note that America's National Football League now plays four matches a year at Wembley Stadium and is rumored to be considering moving one of its teams to England). The NBA has opened its European and African headquarters in London and the NBA plays a regular season match in London every year. Many believe within 5 years there will be an NBA franchise in the UK or, at least, a Development League team.

Presently, the BBL and WBBL are the professional arm of the sport in Britain. There are 12 men's teams and 11 women's teams playing at this level.

British Basketball is basketball's national governing body in Britain, with Basketball England having specific responsibility for England. This organisation licenses players, manages fixtures for numerous national leagues playing at U14s U16s & U18s for both girls and boys. They also run the adult leagues for men and women in all divisions. Basketball England run the England national team program and are responsible for elite player development.

### *About the Suns*

The Sevenoaks Suns are a rapidly growing club with over 220 players as at September 2017 (2016: 120 players). More than 80% of our players come from the West Kent area. However, we attract players from around the country. We have young players that travel 3 times a week from Essex, Hertfordshire, Berkshire, Sussex and Surrey -- in fact all the Home Counties -- to experience our style of play and elite level coaching.

The Suns are one of the leading basketball clubs in England. In 2017, our women's team were the champions of the Women's British Basketball League (the "WBBL") and the winners of the National Trophy played in front of a national TV audience at the O2 arena. The WBBL is Britain's top women's professional league. During our ten years of operation, we have won **15 national championships** and **8 silver medals** and **4 bronze medals** in national championship competitions across all age groups. During this period, **40 Suns have represented England and/or Great Britain in international competitions** and 18 Suns have gone on to play university basketball in the United States. Our most

advanced girls and women compete in the WBBL. Our WBBL team is comprised of our Under 18 Women's team with a leavening of 3 or 4 senior foreign players. Also, we run National League teams for boys and girls from the ages of 12 to 18 and local league teams, mostly for under 12s and under 10s. Our men's team competes in Division One of the local Kent/Medway League. In 2017, our Under 14 Girls were England National League Champions while our Under 18 Women were national silver medalists.

Although we produce elite players, we are not an elite club – we work with any boy or girl who wants to work hard to get better. Moreover, we have never turned away a kid because of inability to pay and we are adamant that this continue to be the case. We are committed to offering financial assistance to any boy or girl who wants to play, which we do by offering both scholarships and bursaries to pay for the cost of registration and court hire. As part of this commitment we also host both an under 12 and under 10 mixed ability Saturday league in Sevenoaks, drawing both boys, girls and mixed teams from as far away as Surrey, Essex and also Maidstone.

While we are proud of our competitive successes, winning is not our primary objective; our goal is to help young people develop into mature, confident and self-reliant individuals – individuals who can work constructively as part of a team, deal with the social and individual pressures of success and failure, understand the focus and effort required to achieve excellence in any endeavor and can perform well in a challenging environment.

Although high level basketball requires commitment, we always insist that family, academic and religious commitments take precedence. Both on and off the court, we stress teamwork, planning self-discipline and hard work. Our aim is to create good people, not just great basketball players.

We now find ourselves severely constrained in our ability to reach more young people. While the Club has benefited from the financial support of its founders, parents and coaching staff, its ability to continue growing is threatened by a lack of available training facilities and by the particularly heavy cost of court hire for those facilities which are available.

#### *Lack of Community Resources for Young People.*

It is well recognized that there are limited facilities available to young people for after-school activities. This is perhaps especially true in the Swanley area (the "Target Area"). There is a lack of indoor facilities where young people can go after school to engage in sport in a supervised environment. We note that those activities which do exist are generally expensive, especially for families with limited means.

#### *The Proposed Arena*

The success of our flagship WBBL team has highlighted the lack of dedicated facilities for the Suns. There simply is no suitable venue with sufficient seating to meet both the

upcoming changes to WBBL arena requirements, nor to meet the requirements to compete in top European club competitions. Sadly, after winning the playoff finals at the O2 arena in London and qualifying for European competition, the club had to decline the offer to compete in Europe, partly due to a lack of suitable facilities for home games. To address this need, and the problems with community facilities more broadly, the Suns propose to build the Arena on land contributed by or leased from the Town Council. The Suns would arrange the financing and construction of the Arena, in consultation with the Town and District Council. The Town and District Council would also need to ensure that there was satisfactory hotel accommodation in and around Swanley to accommodate top level international players, officials and spectators, and also ensure that there was additional suitable accommodation for paid professional players and coaching staff to live in Swanley.

To meet the Suns requirements, the Arena will need to include the following elements:

- An exhibition basketball court suitable for international and professional competition and having seating for at least 500 spectators, ideally with flexibility to expand further. This court would also have facilities to broadcast live matches, both over social media and televisual platforms.
- A training basketball court also having the dimensions, markings and equipment suitable for international competition, but with limited seating capacity. This court would also be marked for mini-basketball and have numerous side baskets and other training equipment.
- A third court is desirable, again suitable for basketball competition, but with a full range of multi-sport court markings.
- Four changing rooms (six if a third court is included), at least two of which would be suitable for international and professional matches (plus one small changing room for referees).
- A cafeteria area overlooking the show court suitable for corporate entertaining, and providing a suitable area for a broadcast booth (an eventual WBBL requirement)
- Class room(s) with appropriate audiovisual equipment.
- A physiotherapy suite.
- Offices for coaching staff.
- Offices for Suns administration and a media centre.
- Sufficient parking for staff and spectators.

### *Size Requirements*

Our base assumption is to use a modular build process to minimise cost, and to minimise build time and disruption at the site. To accommodate all of the elements above, the site would need to measure at least 50m x 45m for two courts side by side, and at least 80m x 30m for a structure with two courts end to end. The site at the Olympic golf centre would be more than large enough for a three court facility. We believe the rec centre site could also be large enough for a three court facility if partially built over two of the existing tennis courts.

The next step would be for us to get a more accurate measure of the spaces available to better understand the possible configurations.

In the design and construction of the Arena, the Suns plan to take all reasonable measures to reduce the carbon foot-print of the project and the Arena. In particular, where practicable, the Arena will make use of natural lighting, energy efficient lighting and renewable materials.

### *Arena Usage*

The two different potential sites would probably require slightly different usage plans. With the close proximity of Orchards Academy and St Mary's Primary School to the rec ground, daytime use by the school is desirable, whereas this may be more difficult with the Olympic golf site lying more distant from mainstream schools. The possibility of sharing or enlarging the arena to accommodate other sports (e.g. indoor tennis) should also be considered.

#### Rec Ground Site:

The Suns propose that usage of the Arena be roughly as follows for the rec ground site:

- The School(s) would have the use of two courts in the Arena during normal school hours (8am until 4pm). This could amount to nearly 40hours/week of court time utilizing both courts. We expect that, with the active support of the Suns, a portion of this time would be devoted to providing a venue for area primary and secondary school competitions. Ideally, together, we would host regular central venue league completions for area schools.
- During after-school hours (roughly 4 pm to 6 pm) and on weekend mornings (roughly 8 am to 1 pm), the Suns intend to operate the Arena as a community center open to young people ideally free of charge. In total, this would come to 20 hours/week of community time utilizing both courts. The Suns plan to arrange suitable staff to organize activities and provide supervision. In doing this, the Suns would look to work with local police, schools, community organisations and others active in working with young people. Depending on the age and interest of the young people who use the facility, it may be that we will organise tournaments, leagues or other ongoing activities.
- The Suns would have the use of the Arena outside of school hours. We expect that, initially, this would amount to roughly 50 hours/week.
- On weekday evenings and weekend afternoons and evenings, the Arena would be used for Suns training and matches.



- During summers (and, to a lesser extent, school holidays), we expect the Arena would be used to host international tournaments, national team training camps and youth sports camps. We also expect that the Arena would host summer-long youth basketball leagues.
- We would like to discuss in more detail the Schools' needs, and current demand relating to existing sports halls, and the practicalities of including their operation as part of the new facility in its entirety.
- Initially, we anticipate that, during school terms, there may be up to 30 hours a week available for hire to third-parties. Of course, during holidays, there would often be considerably more time available for hire. Any revenue generated by the Arena from third-party hires (or other sources) would go,
  - first, to pay financing costs, if any, of the Arena;
  - second, to pay operating and maintenance costs of the Arena;
  - third, to pay staff, equipment and other costs associated with community services provided at the Arena; and
  - fourth, to pay the cost of school programs run by the Suns.

We expect that the Suns and the Schools will pay for any court time which they book at a steeply discounted Owners Rate (e.g., £10/hour). The purpose of the Owners Rate is to encourage efficient use of the Arena and to generate some on-going coverage of the operating and maintenance costs of the Arena.

#### Olympic Golf Site:

The proposal for the Olympic golf site would be very similar to above, but with more daytime hours open for private bookings if using the time for schools is impractical, and hence requiring a more leisure centre business approach.

We note that Parkwood Hall School is directly beside the site and Downsview Primary School a short walk away, and we would like to understand any appetite from them to be core users of the facility during the day.

#### *Basketball Academy*

If the rec ground site is progressed, we would discuss with Orchards Academy about the Suns establishing at the School a basketball academy using the Arena as its training base. Suns coaches, who have produced over 40 national team players and who have coached and/or played in numerous international competitions representing England and Great Britain would provide the core of the academy coaching staff. No basketball program or academy south of the Thames can approach the quality of coaching which the Suns can provide.

As noted above, many Suns' players expect to go to American colleges and universities on basketball scholarships. The Suns actively support them in pursuing these goals and we have acquired valuable knowledge and experience regarding the admissions process for American colleges and universities. The Suns would be more than happy to provide this knowledge and experience to any students of the School interested in going to school in America – regardless of whether or not the student was involved in the basketball academy. Of course, the basketball academy would have to be established on mutually agreeable terms.

### *Investment needed*

When completed, the Arena will be a hugely valuable asset for the community. In addition to putting the Suns on a very solid footing, it would provide the area with sports infrastructure unparalleled in Kent. The Arena would also provide local sports teams and clubs with a first-class exhibition space capable of welcoming in comfort hundreds of spectators. Perhaps most importantly, the Arena will provide local youth with a first-class sports facility in which they can engage in after-school, weekend and holiday activity.

We expect that the cost of design and construction of the Arena will be approximately £1.5 to £2.0 million for a two-court facility and 50% more for a three-court facility if we are able to employ a fully modular design. In addition, the cost of the fit-out would be a further £0.5m. In addition to raising funds from governing bodies and government sources, the Suns are seeking to raise charitable contributions to finance the project from both internal and third-party sources. In addition, we are seeking corporate sponsorships for the Arena building, the court floors and major equipment elements (primarily, match baskets). Sponsors will be given branding panels on the walls of the two sports halls and reception area.

Briefly put, we believe the Arena will provide valuable visibility in an important segment of the Southeast. We expect the Arena to quickly become the most prominent sports performance venue in Kent and the southern London boroughs. There could be important corporate benefits from being seen to have played an important role in financing a facility which so visibly provides great opportunities for young people in Swanley, and the neighboring areas.

### *Benefits for the schools and local area*

To summarize, the benefits include the following:

- Use at nominal cost of the courts for local schools at the Arena during school hours for up to 40 hours/week
- As the site of area sports activities and leagues, the Arena will become well known to and popular with primary school and other children and parents throughout the

area. As a venue for performances, from dance to judo, the Arena should bring the Council into prominence with other important segments of Sevenoaks District and surrounding areas.

- The Arena will be a venue for international competitions and national team training. Local businesses and hotels would benefit from the influx of players, staff, parents and fans. Students will have preferred access to these events. In particular, we find that observing top level training sessions is of invaluable benefit in demonstrating to kids that top level performance, of any kind, is a product of hard work and focus. Once this point is accepted, it can form a basis for pointing out that academic performance is as much (or more) the product of hard work and focus as it is the result of natural gifts.
- Of course, if Orchards Academy elects to go forward with the Suns' proposal regarding a basketball academy, the School would realise the benefits separately discussed in that proposal.

### *Next Steps*

If the Town Council is agreeable to further exploration of the Arena opportunity, we propose the following next steps:

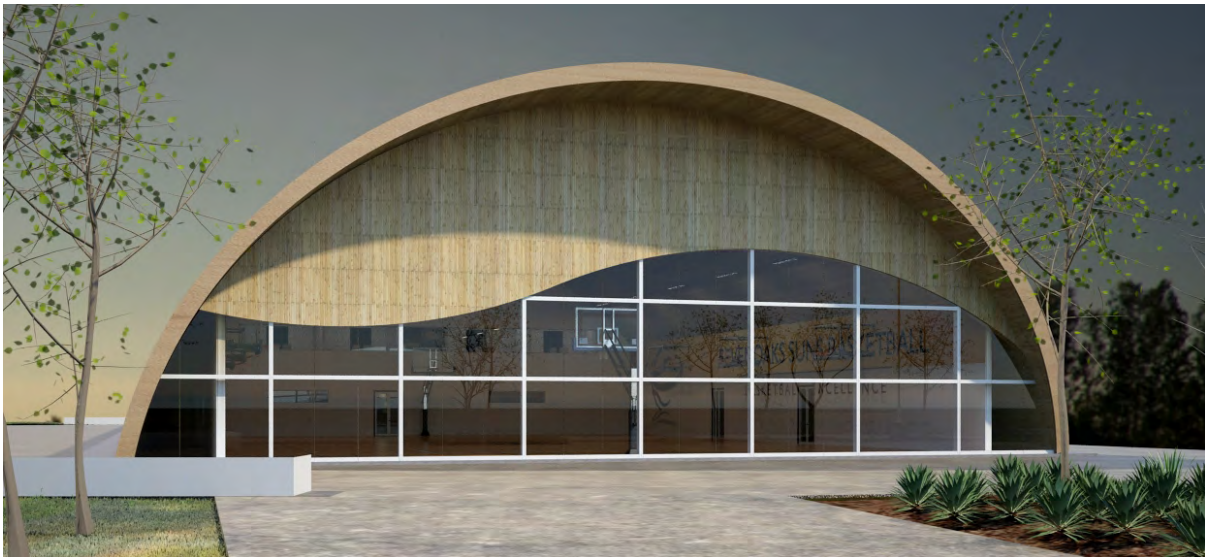
- Agree the requirements that Swanley Town Council have for the Arena project
- Discuss with local schools their appetite to make use of the facility during school hours
- Agree the dimensions of the possible area for the arenas, potentially to include more detailed surveys
- Develop more detailed plans for layout of courts, changing rooms etc.
- Understand the legal ownership structure of the sites and any unique planning constraints
- Understand terms of any proposed lease agreements
- Discuss the availability of suitable hotel accommodation for visitors to Swanley and also potential living accommodation for paid coaches and players.

## Conceptualisations

Below are some images of the type of facility we would like to build. Obviously the exact dimensions and scale of the build will depend on local constraints.







## REPORT B

**To:** Estates & Facilities Committee

**From:** Ryan Hayman Park Manager

**Date:** 24 January 2018

**Subject:** Estates & Facilities update

### **1. Purpose of report**

1.1 To inform the committee of any new projects, bookings or changes to operations.

### **2. Recommendations**

2.1 To accept the update report and note any new bookings/changes to operations.

### **3. Background and information**

#### **3.1 Swanley Park**

3.1.1 Winter Close Down – This was completed shortly after my commencement to the role in December. Due to the staff turnaround, equipment was left out longer than expected. This year a complete pack away will be arranged immediately after closure. It is difficult to establish if any damage to equipment was caused by this failure

3.1.2 Hand Boat Pool – We are constructing a new pool for the specific use of our hand boats. Last year these were underutilised and it is hoped that a low depth pool will attract children to take part. This will be placed where the mini go-kart track currently is and will result in the karts no longer being used.

3.1.3 Happy's Circus – We are in the final stages of planning for a Circus to perform between June 1<sup>st</sup> – 3<sup>rd</sup>. Fees are yet to be arranged but we expect to make £1000 from:- booking fees, car parking and ticket commission. Happy's Circus is a professional all human (no animals) 2 hour performance including a 30 minute interval. There are two touring circuses featuring amazing International artists including acrobats, aerialists, speciality acts, magic and the ever popular Happy's Circus clowns.

3.1.4 Making Miracles – This local Charity, which offers support for baby trauma and bereavement, will host an Easter Egg Trail on March 31<sup>st</sup>. All income from this event will go towards the Charity and no charge has been placed for the use of our facilities.

3.1.5 Car Park Hiring – Both our car parks were booked on January 3<sup>rd</sup>, this raised £150 of additional income. Due to the success of the booking we will be providing this space for other interested parties in the future. Shortly after this event adverts went out across social media promoting hire of the car parks.

3.1.6 Annual Events – The following events are booked in once again at the Park.

12<sup>th</sup>/14<sup>th</sup>/16<sup>th</sup> February: Half Term Activities

11<sup>th</sup> /12<sup>th</sup> July: Luna Cinema

21<sup>st</sup>/22<sup>nd</sup> July: SNBR Gala Days

24<sup>th</sup> August: 1812

3.1.7 Parties – This year we are launching Nerf Parties. They are popular UK wide and we expect a significant uptake on them. Last year we ran small Nerf battles as part of our Survival Parties, this is remaining the same. We have re-organised, changed and simplified all our party packages, this has improved profitability and reduced administration time.

3.1.8 Maintenance – There is now a continual programme of maintenance set out in quarters. It is hoped this will ensure no issues are forgotten and also means the most urgent problems are dealt with first. This is a working document which is accessible to the Estates Manager and Chief Executive Officer.

3.1.9 Employees – We have created an online space for employees to access newly designed rotas and discuss work related subjects. This is strictly closed to employees only.

3.1.10 Green Flag Award – We have once again applied for the Green Flag Award. Our application has been accepted and judging will take place between March and June. We ensured issues raised in last year's application were rectified before applying.

3.1.11 Park Office – A new office has been created within the space adjoining the Bungalow. Now painted and carpeted this area will be occupied by February.

3.1.12 Park Opening – A partial opening has been set for 10<sup>th</sup> February (Weather Dependent). The full opening has been set for 30<sup>th</sup> March. This year the Tree Trek will be within the confines of the splash pool and grass area. The area is being expanded to allow for this and to increase useable space. The Mini Golf is being placed in a similar location to as it once was previously, this is to increase the visibility of the activity. This will be further aided by placing the Mini Golf/Dino Kart kiosk to within the epicentre of the Park.

## 3.2 The Olympic

3.2.1 Caravan Storage – We are looking to utilise the old golf range as a temporary caravan storage space. Tree work is being conducted and marketing materials are being put together to facilitate this.

## 3.3 The Recreation Ground

3.3.1 Football Coaching – Our sponsored free football sessions have been a big hit. 20 children have already enjoyed week one. Sessions are taking place on Wednesdays 16:00 – 17:00 and Saturdays 10:30 – 12:00. We are in talks with the provider to run paid sessions as part of our February half-term offerings.

## 4. Reasons for recommendations



4.1 This report does not contain any decisions to be made; it just provides information to be noted.

## **5. Conclusions**

5.1 As highlighted in this report, we continue to aim to maximise the use of our facilities, whilst also generating additional income for the Council.

Ryan Hayman

Park Manager

## **Possible Sale of Pedham Fields Report to Estates and Facilities**

## **REPORT C**

### **Introduction**

The Town Council currently owns 35 acres of land off Wested Lane known as Pedham Farm. This has been leased out for some years now for agricultural use to local farmers and is within the Green Belt area surrounding the town. Swanley Town Council has committed to the protection of Green Belt, though there are still opportunities for some developments to take place in these areas which could be described as complimentary or sympathetic to the area, including: sports fields, allotments, cemetery and others.

### **Current Suggestions**

The CEO is already exploring possibilities within each of the areas owned by the town council for such developments and is currently working on a Business Plan to support this, along with other information that will come forward when the Neighbourhood Planning Exercise starts in February.

The current tenants of Pedham Farm Fields have been issued a short term License to Occupy since their Lease expired in December 2017. At that time they expressed an interest in purchasing part of the site to continue with their crop development.

It is unlikely that Swanley Town Council would use the whole 35 acres of land in the development of any or all of the projects listed above and so the sale of part of the site would be mutually beneficial to both parties, in:

1. Providing the farmers with additional land to support their current operation
2. Keep the site as useful agricultural land and sustaining a local business
3. Provide Swanley Town Council some useful income to use on other recommended projects to generate sustainable income.

### **Recommendation**

That the CEO confirm how much land is being sought from the potential purchasers, against how much land the Town Council may require in the future. That the CEO in discussion with the Leadership Group proceed with the sale of such lands having obtained current market values.