

Report to Executive

Agenda
Item:

A.6

Meeting Date: 27th July 2015
Portfolio: Culture, Leisure and Young People
Key Decision: Yes: Recorded in the Notice Ref:KD
Within Policy and
Budget Framework NO
Public / Private Public

Title: TENNIS FACILITIES DEVELOPMENT
Report of: The Deputy Chief Executive
Report Number: SD12/15

Purpose / Summary:

This report seeks approval to extend the capital programme by £497,000 in order to deliver enhanced all weather tennis facilities at Bitts Park. The capital costs would be met in part via £400,000 grant funding from the Lawn Tennis Association with the remaining £97,000 provided in match funding from Carlisle City Council.

Recommendations:

- 1) Executive are asked to approve the completion of a solicited funding application to the Lawn Tennis Association and the acceptance of £400,000 in grant funding.
- 2) Executive are requested to recommend to Council to approve the additional use of £97,000 from General Fund Reserves as a supplementary estimate that will increase the revenue budget for 2015/16 to provide the Council's contribution to the scheme
- 3) Executive are asked to approve the increase in the Capital Programme totalling £497,000 subject to Council approval of the additional use of General Fund Reserve.
- 4) Executive are asked to delegate authority to progress the scheme (and accept final terms and conditions of grant) to the Portfolio Holder for Culture, Leisure and Young People following consultation with the Deputy Chief Executive.

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

- 1.1** The aims and objectives of Carlisle City Council's current Sports Facilities Strategy were based on a needs assessment drawn from local and national evidence, the known and projected numbers of people taking part in various sports and physical activity, and on the aspirations of various National Governing Bodies of sport (NGB'S).
- 1.2** The needs assessment identified a need for a permanent indoor tennis facility (to allow for year round Tennis coaching and development). The assessment recommended Bitts Park as the best location for such a development. Currently Carlisle only has 1 permanent indoor facility (Chatsworth Tennis club). There is also the air-dome at Bitts Park but this is not a permanent structure.
- 1.3** Further Tennis development across the district would be significantly improved with better weather proof year round facilities. Tennis can be played in sports halls but there is simply no room in the city existing sports halls to accommodate the sport. The needs assessment and subsequent facility strategy highlight that all of the sports halls in Carlisle are at capacity.
- 1.4** The LTA (Lawn Tennis Association) currently fund Carlisle City Council to deliver a tennis development plan and disability tennis plan. The aim is to develop tennis across Carlisle and engage young people and adults in activity.
- 1.5** Currently the development of the sport at Bitts Park is restricted due to the lack of a permanent indoor tennis facility. The air-dome has had notable problems and has been blown down or taken down twice in the last 6 months. This has resulted in disruption to the programme and the ability to deliver the tennis plans.
- 1.6** The LTA have long recognised the good work going on at Bitts Park by Carlisle City Council and GLL, and also understand how the lack of a permanent indoor structure is a barrier to participation in tennis at Bitts park. As such, in the Spring of 2015 the LTA approached Carlisle City Council with a view to piloting new canopy covered facilities at Bitts Park (based on facilities common in other European countries but as yet rare in the UK). The pilot nature of this scheme saw the LTA offering an unusually high proportionate contribution in capital terms to any scheme. The LTA have offered to contribute £400k towards a scheme costed by their approved contractors at £495k (in the Bitts Park Location).

2. PROPOSALS

2.1 The Facility

The LTA have been in discussions with Carlisle City Council for a number of weeks regarding the implementation of a canopy tennis facility to cover the lower three tennis at Bitts Park (adjacent to the current site of the Ice Rink). This would be a pilot project based on a model that is common in France. This would be one of only 3 such facilities in the UK.

The indoor facility would be used by adults and children and would be accessible at an affordable price to all of the community. The LTA want to implement the facility in a park rather than at a tennis club to ensure tennis is open to all. The tennis plan that the City Council delivers and the disability plan would ensure a thriving hub of activity.

A PDF has been issued with this briefing note detailing the proposed designs (included at Appendix 1) as well as proposed cost schedules for differing options (included at Appendix 2). The LTA wish to pursue option 3 of the various costing schedules (as this is the only option which does not reduce the number of available courts).

2.2 Financial Implications

Capital

The LTA have offered capital funding to Carlisle City Council to the value of £400k. The LTA have a pre-existing framework and approved contractor who have costed the scheme in Bitts Park at £497k.

There would therefore be a requirement for Carlisle City Council to provide £97k in matched funding.

The City Council's Capital programme is fully committed. Advice from the resources directorate concluded that the only realistic funding source would be to draw the required £97k from the General Reserve Fund. While the value for money (in terms of the facilities delivered) is incredibly strong, a draw on reserves will increase savings requirements elsewhere.

Revenue

We have been provided with a copy of the LTAs standard offer letter and terms and conditions of grant (both are included with this briefing note). These mandate the

maintenance of a sinking fund (although at this stage the amount has not been determined by the LTA). Carlisle City Council will also be accepting liability to wholly maintain the facilities and keep them suitable for use during the entirety of the clawback period (21 years).

SMC2 (the approved contractor) have provided warranty information, maintenance and lifecycle costs (attached at Appendix 3). The principle revenue consideration being the replacement of the membrane after 30 years, which will require the provision of a sinking fund estimated at £1500 annually.

We have pre-existing maintenance budgets for leisure facilities, and both GLL and Carlisle City Council currently contribute to a sinking fund for the airdome (to fund repairs each time it blows down). This is valued at £10k per year and it is proposed that this is maintained to help maintain / repair the canopy and dome collectively.

The economics of the dome are one of the arguments for the canopy development. Between Carlisle City Council, we have spent circa £30k repairing the dome since it was deemed uninsurable 3 years ago. The development of the canopy would effectively replace the dome, the dome would then be erected as additional covered space (but if it was damaged beyond economic repair, it would not necessarily be reinstated).

In the absence of final agreed sinking fund requirements and maintenance schemes (as agreed with the LTA), it is proposed that the capital funding is approved by Executive but subject to the Portfolio Holder and Deputy Chief Executive agreeing the final terms and conditions of grant from the LTA. Draft standard terms and conditions which are typical of those imposed by the LTA for capital grants have been included at Appendix 4.

3. CONSULTATION

- 3.1** Consultation was undertaken as part of the development of the Sports Facilities Strategy which demonstrated that local tennis coaches, GLL and tennis players support the development of further covered facilities. Planning permission would be required for the structure which will offer the opportunity for wider and general public consultation and comment on the proposal.

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

4.1 It is recommended that Executive approve an increase to the capital programme and the application for / acceptance of LTA funding in order to enhance tennis facilities in the city and improve tennis development outcomes.

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

5.1 “We will develop vibrant sports, arts and cultural facilities, showcasing the City of Carlisle.”

Contact Officer: Darren Crossley

Ext: 7004

Appendices Appendix 1, Appendix 2, Appendix 3 & 4
attached to report:

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- None

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

Deputy Chief Executive –

Economic Development –

Governance – A suite of legal documents will need to be considered and approved and particular account should be taken of the fact that the proposed draft funding agreement contains clawback provisions.

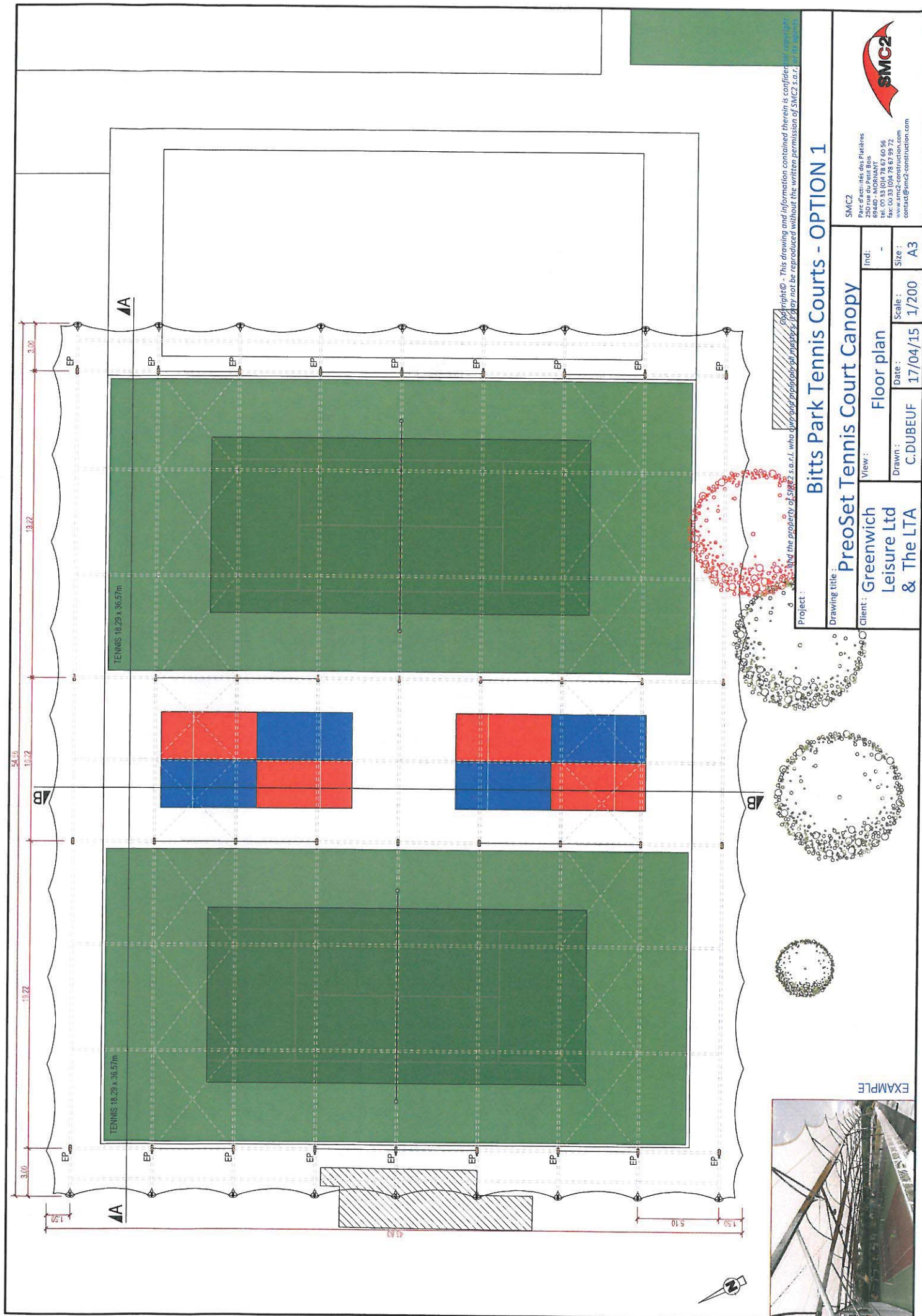
Local Environment –

Resources – The proposals to accept the LTA offer off grant funding towards a new tennis facility at Bitts park will require the Council to fund £97,000 of the overall cost of the scheme which is £495,000. This is requested to be funded from General Fund Reserves, which are currently anticipated to be £2,969million at the end of 2015/16. As this will be

an additional use of reserves (a supplementary estimate), the 2015/16 revenue budget will increase by £97,000 and full Council will need to approve the release of funds

If approved the scheme would be added to the capital programme at its gross value of £497,000 with the funding also added.

There will be ongoing requirements from accepting this offer in terms of monitoring the grant award and the conditions contained therein and also in terms of revenue costs in maintaining the facility. Any ongoing maintenance costs including the sinking fund will have to be met from existing budgets. The grant offer will be required to be added to the grants register to ensure the conditions are monitored correctly and are satisfied in full.

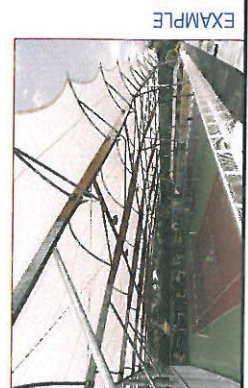


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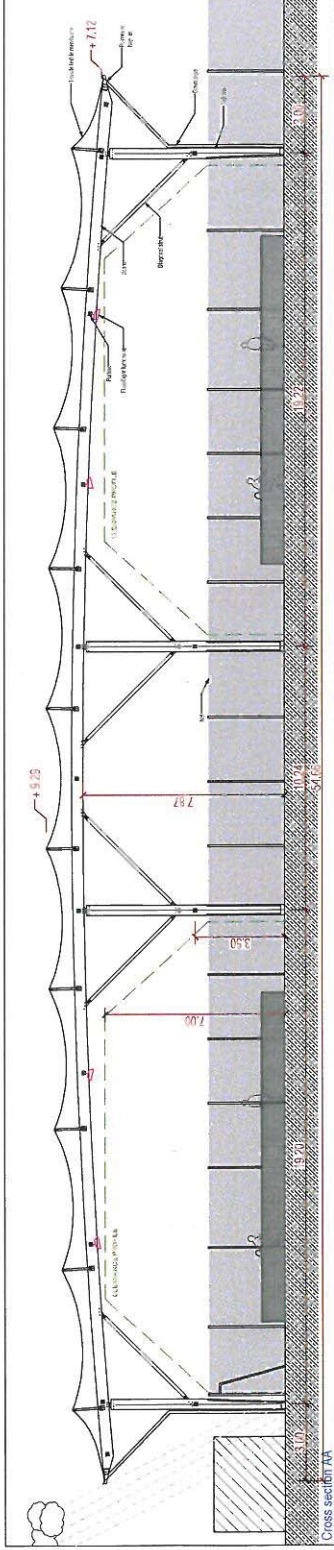
Bitts Park Tennis Courts - OPTION 1

Drawing title:		Project:	
PreoSet Tennis Court Canopy		Bitts Park Tennis Courts - OPTION 1	
Client:		View:	
Greenwich Leisure Ltd & The LTA		Floor plan	
Drawn:		Ind:	
C.DUBEUF		-	
Date:		Scale:	
17/04/15		1/200	
Size:		A3	

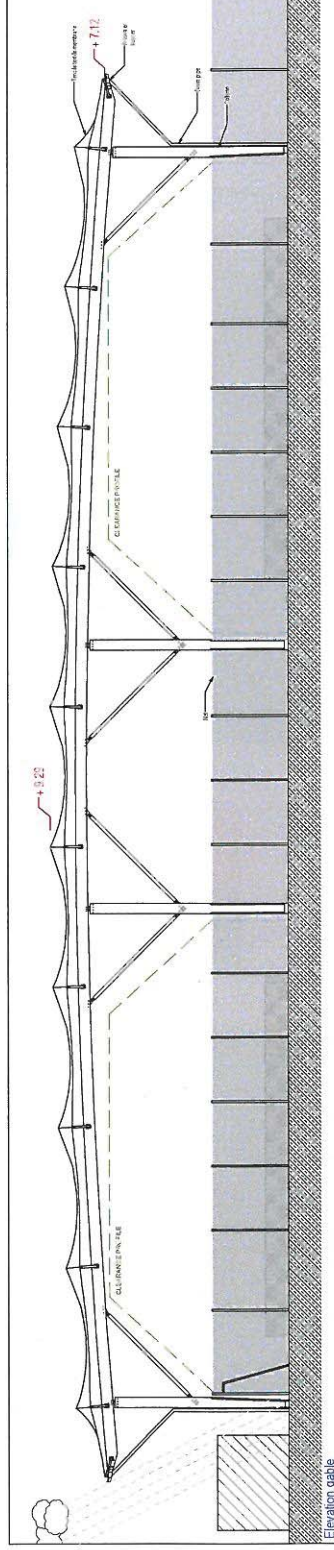
SMC2
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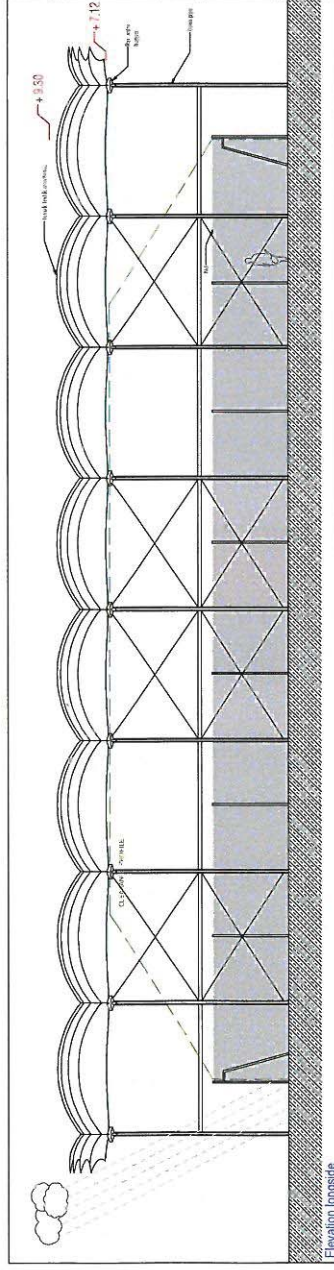
EXAMPLE



Cross section AA



Elevation gable



Elevation longside



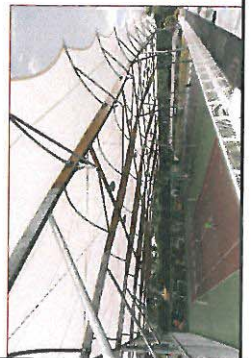
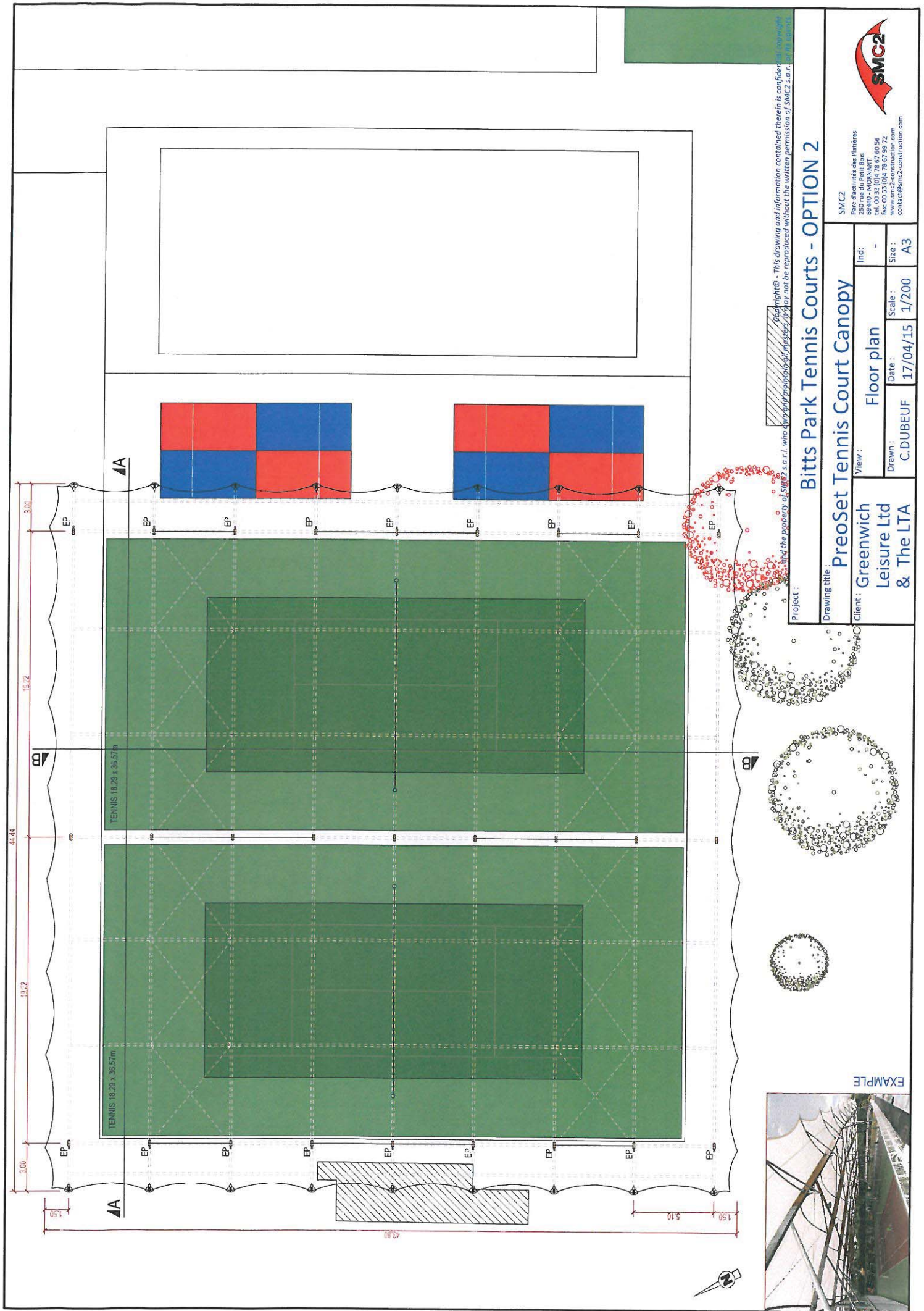
EXAMPLE

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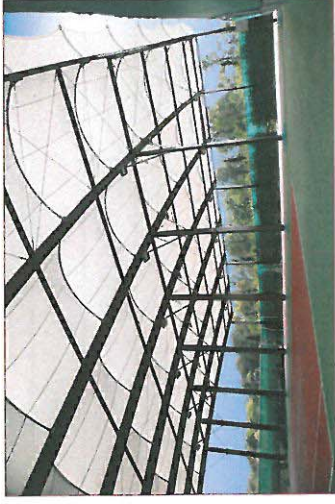
Project : **Bitts Park Tennis Courts - OPTION 1**

Drawing title : PreoSet Tennis Court Canopy		Ind :	-
Client : Greenwich Leisure Ltd & The LTA		View : Cross section and Elevation	
Drawn : C.DUBEUF	Date : 17/04/15	Scale : 1/200	Size : A3

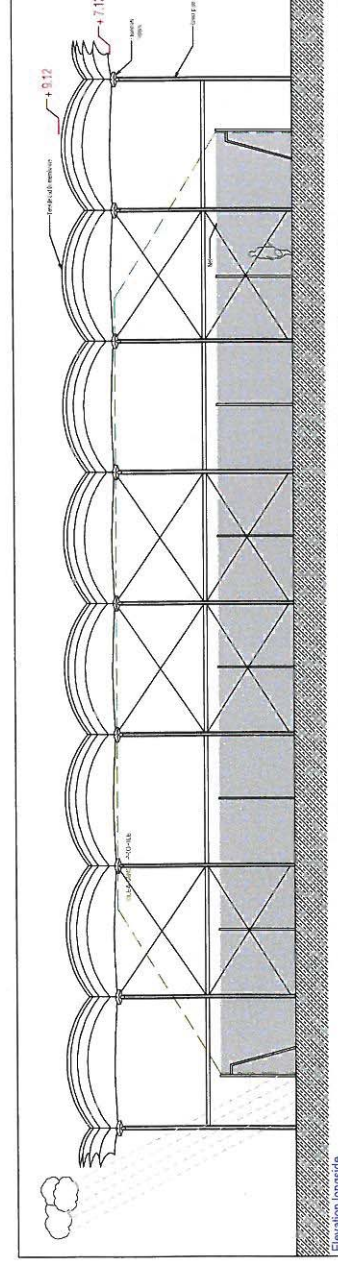
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EXAMPLE



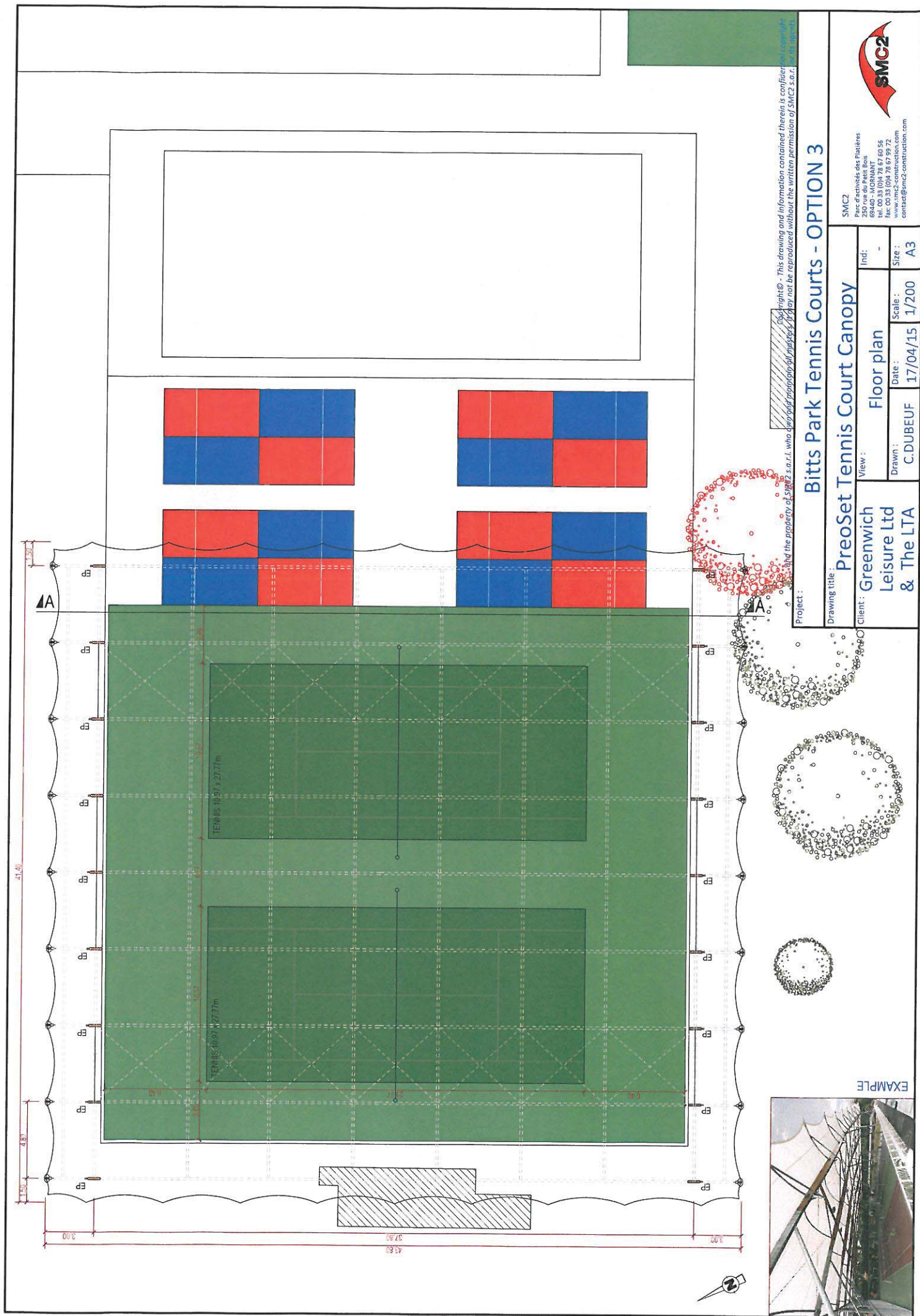
EXAMPLE



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Bitts Park Tennis Courts - OPTION 2

Drawing title		PreoSet Tennis Court Canopy				SMC2	
Client : Greenwiche Leisure Ltd & The LTA	View : Cross section and Elevation	Ind :		-		 <p> Parc d'activité des Platanes 13100 - LA CROIX-VALE 69440 - MORMANT tél : 03 33 10 74 78 67 40 56 fax : 03 33 10 74 78 67 99 72 www.smc-construction.com contact@smc-construction.com </p>	
		Drawn :	Date :	Scale :	Size :		
		C.DUBEUF	17/04/15	1/200	A3		



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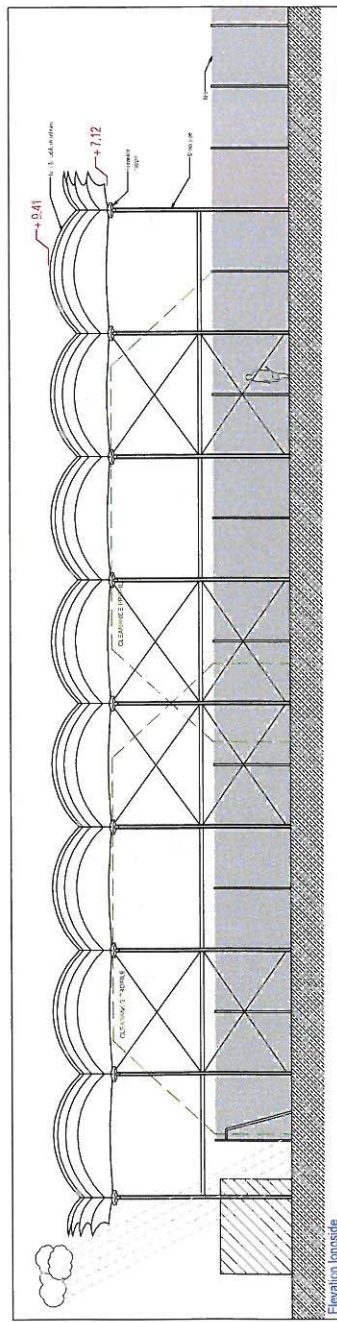
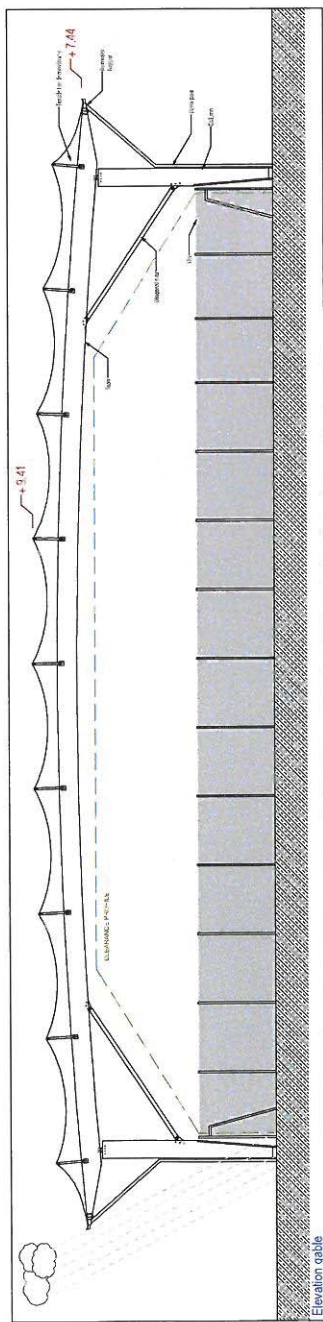
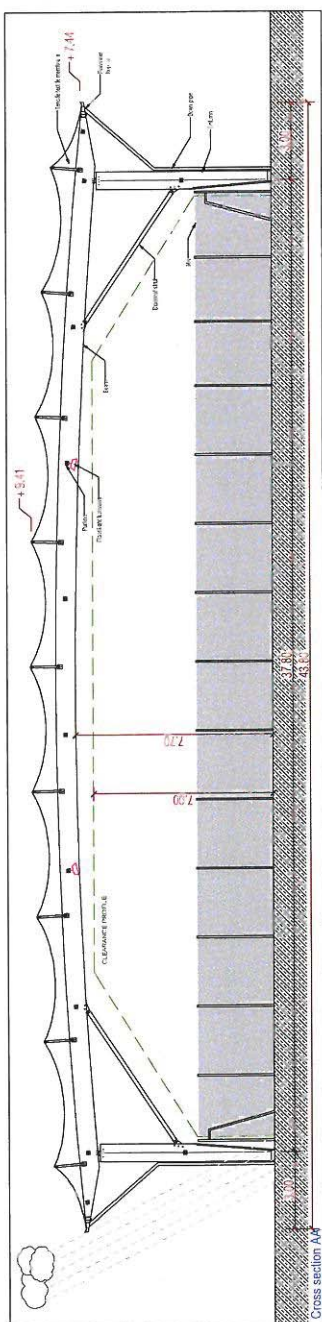
Bitts Park Tennis Courts - OPTION 3

Drawing title: PreoSet Tennis Court Canopy		Ind: -	Size: A3
Client: Greenwich Leisure Ltd & The LTA		View: Floor plan	
Drawn: C.DUBEUF		Date: 17/04/15	Scale: 1/200

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EXAMPLE



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Bitts Park Tennis Courts - OPTION 3

Drawing title :					PreoSet Tennis Court Canopy				
Client :	Greenwich Leisure Ltd & The LTA	View :			Cross section and Elevation			Ind :	
								-	
		Drawn :	C.DUBEUF	Date :	17/04/15	Scale :	1/200	Size :	A3

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BITTS PARK - SMC2 'PREOSET' TENNIS CANOPY					
Item	Description	Qty	Unit	Rate £	Amount £
	SECTION 1 - Professional Fees				
A	Preparation of Documentation for Planning Application	1	sum	4,400.00	4,400.00
B	Geotechnical Investigation to 10m depth	1	sum	7,455.00	7,455.00
C	Structural Engineers Fee for Foundation Design and Building Control Calculations	1	sum	2,700.00	2,700.00
	SECTION 2 - Enabling Works, Drainage and Court Reinstatement				
D	Contractors Items				
	10 weeks hire of Site Welfare Unit , Site Safety Fence, Security Container	1	sum	8,000.00	8,000.00
	Fencing				
E	Take down chainlink mesh; roll carefully and transfer to on-site storage for reuse . Once canopy is erected re-hang chainlink on existing fencing steelwork left in situ.	175	m	11.50	2,012.50
	Temporary Access Road				
G	Hire of protective sheeting to provide temporary access road across grass in park for construction traffic to access courts.	250	lm	45.00	11,250.00
	Remove 6No. Floodlighting Masts				
H	Dismount and remove 6 of the 8 existing floodlighting masts.	1	sum	2,800.00	2,800.00
	Drainage - Western Boundary between court fence and toilet block				
I	Remove shrubs and plants in beds beside court fence. Excavate 450mm wide drainage trench to falls, average depth 0.70m ; remove excess spoil from site.	40	m	20.80	832.00
J	Install twin-wall collector drain on 100mm deep compacted sand bed, backfill trench.	1	sum	1,733.00	1,733.00
K	Make below ground drainage connections from downpipes to collector drain	9	Nr	105.00	945.00
L	Install UPVC rodding points / inspection chambers at each end of drainage run	2	Nr	337.00	674.00
M	Excavate for 2 new soakaways to be located between northern embankment and court edging. Remove spoil from site. Install concrete ring soakaway chamber 3m deep with capping slab and cast iron access cover.	2	Nr	4,150.00	8,300.00
	Drainage - Between Courts and Plastic Ice Skating Rink				
N	Saw cut porous asphalt for 450mm wide trench.	1	sum	300.00	300.00
O	Excavate trench, 450mm wide average depth 600mm; remove excess spoil from site	37	m	20.8	769.60
P	Install twin-wall collector drain on 100mm deep compacted sand bed, backfill trench.	1	sum	1,733.00	1,733.00
Q	Make below ground drainage connections from downpipes to collector drain	9	Nr	105.00	945.00
R	Install UPVC rodding points / inspection chambers at each end of drainage run	2	Nr	337.00	674.00
	New Asphalt Surfacing				
S	Provision for regulating localized areas of damage caused by the construction plant to the existing asphalt. Supply and lay one layer of 10mm binder course (32mm consolidated thickness) and one layer of 6mm porous surface course asphalt (25mm consolidated thickness) over existing asphalt surface.	1798	m ²	21.00	37,758.00
	Colour Spray				
T	Colour Spray 2 tennis courts in two tone acrylic paint. Mark out white tennis lines	1354	m ²	2.00	2,708.00
U	Colour Spray 2 mini-tennis courts in three tone colours (Red/Blue/Beige)	380	m ²	3.00	1,140.00
	Tree Removal and Pruning				
V	Fell one tree adjacent to tennis fence, clear from site. Cut back 2 further trees on southern side of courts	1	PROVISIONAL SUM	2,600.00	2,600.00
W	New Tennis Posts and Nets				
	Supply and install new net post sockets and ground anchor. Supply and install new nets and posts.	2	Nr	680.00	1,360.00
	Site Reinstatement	1	PROVISIONAL SUM	2,000.00	2,000.00
To Summary					103,089.10



Item	Description	Qty	Unit	Rate £	Amount £
	SECTION 3 - PREOSET STRUCTURE & FOUNDATIONS - <u>OPTION 1</u>				
X	HELICAL SCREW PILES Helical screw piles will be drilled into the ground beneath each of the 36 support column positions in accordance with the Piling Company's foundation design based upon site specific wind and snow loads for the Bitts Park location and the calculated structural loads provided by the manufacturer, SMC2.	1	PROVISIONAL SUM	28,148.00	28,148.00
Y	PREOSET CANOPY OVERALL EXTERNAL ROOF AREA: 54.66m x 43.80m =2394m² Minimum uninterrupted internal height over court : 7.00m Maximum external roof height above ground level: 9.29m <i>The canopy structure shall be designed & engineered in accordance with the following codes:</i> EUROCODES with UK Annexes TENSILE FABRIC COMPUTATIONAL CODES: European Design Guide for Tensile Surface Structures (Foster & Mollart) This code relates to design of permanent tensile surface structures featuring double inverse curves. The roof of the PREOSET CANOPY shall comprise of numerous 'saddle-shape' modules or 'anticlastic double inverse curve forms' to provide strength and stability to the structure as prescribed in the 'Guide Veritas' and 'ITBTP' for tensile membrane design of 'permanent' structures. No large flat membrane surfaces that are vulnerable to failure due to repeated deformation under high wind load shall be used. Design guidance published by the tensile membrane trade federation 'TENSINET', stipulating that ONLY double inverse curve roofs should be used in permanent tensile membrane structures, shall be respected. Glulam timber and steel frame 9Nr. Glulam beams supported by 36Nr. Glulam columns Columns in northern European coniferous wood with pressurised preservation treatment class 3. Beams in northern European coniferous wood with pressurised preservation treatment class 2. All wood finished with fungal resistant lacquer. Proprietary self-tensioning steel wishbone arches in round steel tube providing form to tensile membrane roof. All structural steel bracing and connections with hot dip galvanised finish. Purlins in northern European glulam timber with fungicidal lacquer coating applied by pressure infusion treatment process to class 2. Longitudinal stabilisation and wind bracing in tensile steel rod, all hot dip galvanized. All steel bolts and brackets with hot-dip galvanized steel finish. Textile membrane roof cover Textile membrane roof type 1002 PRESTRESSED FLUOTOP T2 by FERRARI or equivalent, made from highly resistant polyester fibre mesh (PES HT 1100Dtex) with a PVC infusion to both sides. Properties: · Tear resistance of warp and weft ³ 400 daN/ 5 cm. · Fire resistance: B1/DIN 4102-1 · Coating thickness on top of the yarn: ³ 350m. · Antifouling surface treatment by high concentration PVDF lacquer to external surface for optimal aesthetic performance. Rainwater Management Rainwater is collected in the valleys formed by the roof membrane above each portal frame and flows towards the sides of the hall following the falls provided by the gentle curvature of the roof. 18 individual rainwater hoppers in galvanised steel with 3mm section will be provided at eaves level. (9 each to the East & West Façades). 18 No.galvanised steel downpipes with 3mm section will take water from eaves to ground level	2394	m²	137.00	327,978.00
		1	sum	Included	
		1	sum	Included	
Z	FULLY CLAD WESTERN FAÇADE Allowance to reinforce structural frame. Install 3m high treated timber louvre panel sections to 3m height. Install micro-perforated tensile membrane screening	285.5	m²	123.00	35,116.50
To Summary					391,242.50



Item	Description	Qty	Unit	Rate £	Amount £
	SECTION 4 - FLOODLIGHTING				
AB	Install 20 High Output 240 LED luminaires suspended on structural members over courts to provide 500lux. Cable installation back to new control cabinet c/w distribution board, contactors and a pillar mounted on/off control.	1	PROVISIONAL SUM	34,969.00	34,969.00
To Summary					34,969.00



Item	Description	Qty	Unit	Rate £	Amount £
	SUMMARY Page 1 - SECTION 1 - Professional Fees ; SECTION 2 - Enabling Works, Drainage , Court Reinstatement Page 2 & 3 - SECTION 2 - SMC2 CANOPY STRUCTURE & FOUNDATIONS - OPTION 1 Page 4 - SECTION 4 - FLOODLIGHTING				103,089.10 - 391,242.50 34,969.00
	TOTAL COST				£ 529,300.60
	<i>Five Hundred & Twenty Nine Thousand , Three Hundred and Pounds and 60 pence.</i>				(Ex VAT)
	EXTRA OVER SUM - Remove existing fence posts. Install 3.6m high screen printed 'DEFENDER' windbreak fencing mounted on new 150m x 100mm galvanised steel and powdercoated posts between structural columns of canopy to North, South and Eastern Facades.	130	ml	288.00	37,440.00
	Alternatives Solution OPTION 2 - PREOSET STRUCTURE - 44.44m x 43.80m = 1946.47m² (Short span structure with Helical Screw Pile Foundations) Less Value Structure & Foundations				(57,342.00)
	TOTAL COST				£ 471,958.60
	<i>Four Hundred & Seventy One Thousand , Nine Hundred and Fifty Eight Pounds and 60 pence.</i>				(Ex VAT)
	EXTRA OVER SUM - Remove existing fence posts. Install 3.6m high screen printed 'DEFENDER' windbreak fencing mounted on new 150m x 100mm galvanised steel and powdercoated posts between structural columns of canopy to North, South and Eastern Facades.	114	ml	288.00	32,832.00
	Alternatives Solution OPTION 3 - PREOSET STRUCTURE - 41.40m x 43.80m = 1813.32m² (Long Span structure with Traditional Concrete Pad Foundations) Less Value - Structure & Foundations Less Value - Court Reinstatement Less Value - Floodlighting				(17,740.00) (5,533.00) (9,000.00)
	TOTAL COST				£ 497,027.60
	<i>Four Hundred & Ninety Seven Thousand , Twenty Seven Pounds and 60 pence.</i>				(Ex VAT)
	EXTRA OVER SUM - Remove existing fence posts. Install 3.6m high screen printed 'DEFENDER' windbreak fencing mounted on new 150m x 100mm galvanised steel and powder-coated posts between structural columns of canopy to North, South and Eastern Facades.	103	ml	288.00	29,664.00



PREOSET TENNIS CANOPY – DESIGN, LIFE CYCLE COSTS & GUARANTIES

What is the design life of the SMC2 PreoSet Canopy structure?

The structure has a 60 year rated design life.

It will require:

- One roof membrane replacement after approximately 30 years.
- Dependent upon the exposure conditions, possible re-staining of certain structural column members may be required approximately once every 10 years.

The membrane replacement cost at today's rate is equivalent to 45€/m². This rate includes the removal and safe disposal of the existing membrane (via recycling); and the supply and installation of the new membrane.

Thus a PreoSet Canopy with a roof area of 1813m² (*as per Option 3 configuration*) would have a replacement cost today of 81,585 € or £60,000 (*Approx.at exchange rate of 1.36€/£*)

A 29 year sinking fund that would allow for the eventual membrane replacement would amount to:-

Annual Sinking Fund

Interest Rate (%)	2.00
Term (years)	29.00
Amount (£)	60,000
Answer (£)	1,547

Design for Wind & Snow loading.

Bitts Park in Carlisle is located in snow zone 3 at an elevation of 14m above sea level. The undrifted snow loading used for the design of the structure is 0.5 kN/m² and shall be calculated in accordance with BS EN 1991-1-3.

The fundamental value of the basic wind velocity for the Bitts Park site is 25m/s. The site is 14m above sea level and between 10km and 20km from the coast. No funneling effect is apparent on the Bitts Park site. The proposed location is on open ground within an otherwise built up area. Sheltering effects from neighbouring buildings shall not been taken into account. The wind loading peak velocity pressure shall be calculated in accordance with BS EN 1991-1-4.



PREOSET TENNIS CANOPY – DESIGN, LIFE CYCLE COSTS & GUARANTIES

What roof membrane material do SMC2 use?

For our canopy roofs we primarily use VALMEX FR900 MEHATOP F Type II HTL by MEHLER Technologies GmbH. It is a translucent white tensile material made from highly resistant polyester fibre mesh (PES HT 1100Dtex) with a PVC infusion to both sides and an antimicrobial/antifungal surface treatment to the outer surface.

Properties:

- Tear resistance of warp & weft: Warp 4300 N/50mm ; Weft 4200N/50mm ; 86/84kN/m
- Fire resistance: BS 7837 / DIN 4102-1
- Coating thickness on top of the yarn: 350m.
- Antifouling surface treatment (antimicrobial/antifungal) by high concentration PVDF lacquer to external surface for self-cleaning and optimal aesthetic performance.
- Translucence 12% at 550nm

The textile roof membrane has a **17 year** manufacturer backed digressive warranty.

Are other equivalent membrane materials available?

Apart from Mehler GmbH, SMC2 also procures a large amount of tensile membrane material from the French manufacturer Serge Ferrari. They have excellent quality products which are equivalent to the Mehler products technically and in terms of their performance. Ferrari membranes come with a 15 year manufacturer backed digressive guaranty. Other manufacturers exist but for reasons of quality and location we do not currently use other membrane suppliers products.

How is the timber structural frame treated against all forms of wood decay and insect attack?

Certain types of Glulam timber can be used very successfully in very demanding exterior situations. However to provide the desired performance and service life they must be correctly specified, detailed, installed and maintained.

Exterior use covers a wide range of situations from full exposure, where the timber may be in constant contact with salt or fresh water to more protected situations where there is a risk of occasional wetting, such as is the case with our canopy columns.

The specification and use of wood preservatives in the UK is defined in BS 8417:2011-Recommendations for preservative treatment of wood. The standard follows the European Standards which relate the natural durability of the selected wood species to the end use environment and then indicate whether treatment is required.

Other key documents are:

- Use Class BS EN 335-1 and BRE IP 1/03
- European Standards BS EN 350-1, BS EN 460, BS EN 599-1, BS EN 351-1
- Wood Protection Association manual, Industrial wood preservation specification and practice.



PREOSET TENNIS CANOPY – DESIGN, LIFE CYCLE COSTS & GUARANTIES

BS EN 335-1 describes five Use Classes of timber exposure:

1. Internal, with no risk of wetting
2. Internal, with risk of wetting
3. External, above the damp proof course
4. In permanent ground contact or in freshwater
5. In permanent contact with seawater.

SMC2 PREO GLULAM COLUMNS: The columns are external features subject to frequent wetting and must meet the conditions for **Use Class 3**.

The glulam structural column members in our Preo Canopy are made from stress graded kiln dried Douglas fir (Moderately durable timber). They are industrially pre-treated by high pressure impregnation with preservatives in an autoclave. Following pressure treatment they are further coated with a water-repellent stain finish. This treatment specification provides the level of durability and Use Class 3 that we require.

SMC2 PREO GLULAM ROOF BEAMS. They are used beneath an open-roofed area in unheated 'internal' environments where there is a risk of occasional exposure to moisture. Our structural beams must thus meet the classification of **Use Class 2**. Our Glulam beams are made from stress graded kiln dried European redwood (Moderately durable timber). They are industrially pre-treated by high pressure impregnation with preservatives in an autoclave. Following pressure treatment they are further coated with a water-repellent stain finish. This treatment specification provides the level of durability and Use Class 2 that we require.

Column and beam treatments are carried out in ISO 9001 Quality and ISO 14001 Environmental accredited facilities.

How is the steel treated against corrosion?

All steelwork is hot dip galvanized. Some steelwork can then be powder coated (eg. Gutters) if required but is usually left as a fair face galvanized finish.

Any structural fixation or cable bracing that is not hot dip galvanized shall be provided in stainless steel.



PREOSET TENNIS CANOPY – DESIGN, LIFE CYCLE COSTS & GUARANTIES

What structural design codes are adhered to in order to design the structure and tensile textile roof membrane?

Eurocode BS EN 1990-1-1 2002 Basis of Structural Design
Eurocode (NA) BS EN 1990-1-1 2005 Basis of Structural Design UK ANNEX
Eurocode 1-1 BS EN 1991-1-1 2002 Imposed Loads
Eurocode 1-1 (NA) BS EN 1991-1-1 2002 Imposed Loads UK ANNEX
Eurocode 1-3 BS EN 1991-1-3 2003 Snow Loads
Eurocode 1-3 (NA) BS EN 1991-1-3 2003 Snow Loads UK ANNEX
Eurocode 1-4 BS EN 1991-1-4 2005 Wind Loads
Eurocode 1-4 (NA) BS EN 1991-1-4 2005 Wind Loads UK ANNEX
Eurocode 8-1 BS EN 1998-1-1 2004 Design of Structures for Earthquake Resistance
Eurocode 8.1 (NA) BS EN 1998-1-1 2004 Design of Structures for Earthquake Resistance UK ANNEX
Eurocode 2-1 BS EN 1992-1-1 2004 Concrete Design
Eurocode 2-1 (NA) BS EN 1992-1-1 2004 Concrete Design UK ANNEX
Eurocode 3-1 BS EN 1993-1-1 2005 Steel Design
Eurocode 3-1 (NA) BS EN 1993-1-1 2005 Steel Design UK ANNEX
Eurocode 5-1 BS EN 1995-1-1 2004 Timber Design Code
Eurocode 5-1 (NA) BS EN 1995-1-1 2004 Timber Design Code UK ANNEX

The requirements for the manufacture of glulam are contained in product standard BS EN 14080:2013 and glulam complying with this standard must be specified and delivered as CE marked. (Note that BS EN 14080:2013 supersedes BS EN 385, 386, 387, 390, 391, 392, 1194 and 14080:2005).

What additional codes of practice / guidelines are adhered to in order to design the structure and tensile textile roof membrane?

SMC2 fully respect the design guidance published by the tensile surface trade federation 'TENSINET', stipulating that ONLY double inverse curve roofs should be used in permanent tensile membrane structures. Best practice design is followed to ensure mechanical stability and long life.

The European Design Guide for Tensile Surface Structures (Foster & Mollaert): This code relates to design of permanent tensile surface structures featuring double inverse curves. It states that the tensile roof shall comprise of numerous 'anticlastic double inverse curve forms' to provide strength and stability to the structure as prescribed in the 'Guide Veritas' and 'ITBTP' for tensile membrane design of 'permanent' structures. No large flat membrane surfaces that are vulnerable to failure due to repeated deformation under high wind load shall be used.



Codes for the design of permanent tensile surface structures as opposed to temporary structures.

- European Design Guide for Tensile Surface Structures (Brian Foster & Marijke Mollaert)
- Recommandations pour la conception des ouvrages permanents de couverture textile - VERITAS Mr Biger - Annales du Bâtiment et des T.P. n° 4 sept. 97, et Modificatif aux Annales de sept. 98. »
- Guide VERITAS des Techniques de la construction fiche N° 40r « Conception des couvertures textiles »

Foundations for the structure.

Foundations will need to be designed on a site specific basis as the design will depend on the ground conditions found at the site and the imposed wind / snow loadings. A site investigation carried out by a qualified professional will be required to ascertain the ground conditions and design criteria. Depending on the ground conditions, either shallow foundations such as pads; or deep foundations such as piles may be required. We favour the use of helical screw piles where possible due to their rapid installation negating the need for bulk excavation and removal of spoil material.

What regular maintenance is required?

Other than clearing of gutters or rainwater hoppers of leaves and debris, there is no regular maintenance regime requirement. Occasional inspections are however recommended to ensure that no malicious or accidental damage to the structure has occurred. In the unlikely event that any such damage is noted, it should be immediately highlighted to SMC2 who will advise as to what remedial action (if any) may be required.

SMC2 Guaranty

10 year guaranty against defective materials or workmanship for the ensemble of the Preo Canopy.

We pass on the 17 year digressive manufacturer's warranty from Mehler GmbH on the roof membrane material.

LTA OPERATIONS LIMITED

LOAN AND GRANT GENERAL TERMS AND CONDITIONS

TABLE OF CONTENTS

1.	Definitions	2
2.	Use of Funding	4
3.	Construction of Facilities	4
4.	Construction Procurement	5
5.	Management and use for the duration of the Clawback period	6
6.	Payment of Funds	8
7.	Monitoring and Evaluation	11
8.	Accounts and Records	11
9.	Mortgage, Disposal, Lease or Change of Use of Facilities	12
10.	Cessation, Suspension and/or Recovery of Loan, Clawback and Termination	13
11.	Deficit/Surplus	16
12.	Publicity	16
13.	Distributable Profit	17
14.	Further Conditions	18
15.	Exclusion of Liability/Indemnity	18
16.	Duration	19
17.	Warranties	19
18.	Multiple Parties receiving the Funding	20
19.	Law and Jurisdiction	20
20.	Assignment	20
21.	Rights of Third Parties	20
22.	General	21
23.	Reimbursement of LTA Operations Legal Fees	22

1. Definitions

- | | | |
|------|------------------------------|--|
| 1.1 | “Application” | means the application submitted by or for the Organisation for Funding in respect of the Project and shall include all written and oral representations made by the Organisation to LTA Operations regarding the Organisation, the Project and the Facilities; |
| 1.2 | “Business Plan” | means the plan enclosed with the Offer Letter as updated by written agreement of the parties; |
| 1.3 | “Clawback Period” | means the period from the date on which the last party signs the Funding Agreement to the later of: i) the expiration of the Standard Clawback Period or ii) the date on which all the Loan and Interest is repaid by the Organisation to LTA Operations; |
| 1.4 | “Conditions Precedent” | means the pre-construction conditions and pre-claim conditions, if any, set out in the Schedule to the Offer Letter; |
| 1.5 | “Defects Liability Period” | means the period after Practical Completion during which the principal contractor must repair any elements of the construction that do not work according to the building specifications; |
| 1.6 | “Exchequer Funding” | means any funding offered to the Organisation through this Funding Agreement which is allocated from the capital funding awarded to LTA Operations Ltd from 1 April 2013 to 31 March 2017 in line with Sport England’s strategic outcome; |
| 1.7 | “Event of Default” | means any of the events detailed in clause 10.1; |
| 1.8 | “the Facilities” | means any facility, equipment, buildings (including fixtures and fittings) and/or land in respect of which the Funding is given as specified in these General Terms and Conditions and shall include, without limitation, any facility, equipment, buildings and/or land proposed to be acquired or improved as a result of the Funding; |
| 1.9 | “Facilities Operator” | means the facilities operator, if any, detailed in the Offer Letter and any replacement operator approved by LTA Operations in accordance with clause 5.3; |
| 1.10 | “Funding” | means together any Loan and Grant offered to the Organisation as detailed in the Offer Letter and its Schedule; |
| 1.11 | “Funding Agreement” | means the agreement entered into by the Organisation and LTA Operations in the form of the Offer Letter and its Schedule, which incorporates these General Terms and Conditions and any documents referred to therein; |
| 1.12 | “General Terms & Conditions” | means these terms and conditions; |
| 1.13 | “Grant” | means the grant sum set out in the Offer Letter to be paid to the Organisation for the Project detailed above and which is subject |

to these General Terms and Conditions;

- 1.14 “Interest” means interest payable at a rate of 1% per annum above the Base Rate of Coutts & Company for the time being and from time to time;
- 1.15 “Land Trustee” means the persons or party which holds title to the land for the Organisation;
- 1.16 “Loan” means the sum set out in the Offer Letter to be paid to the Organisation for the Project detailed above which is repayable by the Organisation to LTA Operations;
- 1.17 “LTA Operations” means LTA Operations Limited, a company limited by shares registered in England and Wales, registered company number 7475460, registered office address The National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ;
- 1.18 “Lawn Tennis Association Limited” means Lawn Tennis Association Limited, a company limited by guarantee registered in England and Wales, registered company number 7459469, registered office address The National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ;
- 1.19 “Offer Letter” means the offer letter sent to the Organisation confirming the Funding;
- 1.20 “Organisation” means the organisation or organisations to which the Funding is offered as set out in the Offer Letter and also (if different) the Land Trustee;
- 1.21 “Practical Completion” means, where the Facilities are land or buildings to be constructed or improved as a result of the Funding, the date specified in any certificate issued by the supervising architect, surveyor, engineer or other competent professional as the date on which work on the Facilities was practically completed under the terms of the relevant building contract;
- 1.22 “Project” means the project or projects described in the Application, the Business Plan and/or the Offer Letter;
- 1.23 “Project Specification” means the most recent specification for the Project supplied by the Organisation and approved by LTA Operations, and enclosed with the Offer Letter;
- 1.24 “Registered Place to Play” means a facility registered as such by the Lawn Tennis Association Limited;
- 1.25 “Standard Period” Clawback means the relevant period from Practical Completion calculated as follows:

Award Amount	Standard Clawback Period
£5 million and over	25 years

£50,000 to £5 million	21 years
£0 to £49,999	10 years

- 1.26 Deleted Deleted;
- 1.27 “Tennismark Accreditation Scheme” means the Tennismark accreditation scheme for clubs organised by the Lawn Tennis Association Limited;
- 1.28 “Uninterruptible Leasehold” means a lease which cannot be terminated by contractual agreement or forfeited except for non-payment of rent or breach of covenant.

2. Use of Funding

- 2.1 The Funding shall be used solely towards the Project in accordance with the General Terms and Conditions, and only by the Organisation, and under no circumstances shall it be used for any other purpose (including for the avoidance of doubt redundancy payments).
- 2.2 The Organisation shall use its best endeavours to deliver the aims and objectives detailed in the Business Plan and co-operate fully with LTA Operations.
- 2.3 Delivery of the Project shall comply with any Project Specification agreed with LTA Operations.
- 2.4 The Organisation acknowledges that it has entered into this Funding Agreement wholly or predominantly for the purposes of its business as a provider of tennis facilities.
- 2.5 The Organisation will not deposit any part of the Award outside ordinary business accounts within the clearing bank system without prior written authorisation for LTA Operations.

3. Construction of Facilities

- 3.1 Where land or buildings are to be constructed or improved as a result of Funding: -
- 3.1.1 the Facilities must be constructed in accordance with the Project Specification and otherwise fit for purpose in every respect;
- 3.1.2 the Organisation must have security of tenure of the Facilities and/or the land on which the Facilities are built for the Clawback Period by means of a freehold or Uninterruptible Leasehold before any Funding can be paid. A copy of any relevant lease must be sent to LTA Operations on request;
- 3.1.3 the construction, improvement and/or development of the Facilities must be supervised throughout by a qualified architect, surveyor or engineer or other competent professional;
- 3.1.4 the Project site including courts, clubhouse and changing rooms must all offer access to disabled players and the Organisation must take into account and make appropriate provision for use and enjoyment of the Facilities by people with disabilities;
- 3.1.5 the Organisation will notify LTA Operations immediately following Practical Completion and at the same time submit to LTA Operations the following:

- (a) a copy of the certificate issued by the supervising architect, surveyor, engineer or other competent professional;
 - (b) LTA Operations Project Completion Certificate;
 - (c) the WSP forms (if requested by LTA Operations); and
 - (d) a copy of the operation and maintenance manuals.
- 3.2 No changes can be made to the Project or the Project Specification without the prior written consent of LTA Operations.
- 3.3 LTA Operations' representatives and authorised agents will have the right of inspection at all times and will be entitled to attend the site and inspect and monitor the progress of the Project works to satisfy themselves that the works fully comply with the Project Specification.

4. Construction Procurement

- 4.1 In respect of the costs of construction and/or development of the Facilities the Organisation shall, if required by law, comply with the Public Procurement Regulations 2006 (as amended or re-enacted from time to time), the Public Services Contract Regulations (as amended from time to time) and the Public Works Contracts Regulations 1991 (as amended from time to time (hereinafter referred to as the "Regulations")) and shall also ensure:
- 4.1.1 at least three competitive tenders for the provision of the Facilities shall be obtained by the Organisation in accordance with tender and contract procedures and documents approved in advance by LTA Operations;
 - 4.1.2 a written explanation of why the tender was accepted shall be submitted to LTA Operations prior to works being commenced. The explanation must be satisfactory to LTA Operations, failing which the Funding may be withdrawn by LTA Operations at its sole discretion and any Funding monies already paid shall immediately become repayable to LTA Operations;
 - 4.1.3 a copy of the original "form of tender" from the appointed contractor for the construction works shall be submitted, together with a list of the unsuccessful tenders. A tender report which prepared by a consultant quantity surveyor, architect or other professional shall also be submitted to LTA Operations; and
 - 4.1.4 the Organisation shall ensure that LTA Operations has the right, in its absolute discretion, to inspect and copy the relevant documents and records of all persons from whom tenders have been obtained in relation to the Project.
- 4.2 In the event that the Organisation uses or may use the Funding in connection with any contract for works or services to which the Regulations apply, the Organisation warrants that:
- 4.2.1 it has complied with and will comply with all laws as to public procurement including without limitation the Regulations, as if the Organisation were a 'contracting authority' as defined in the Regulations;
 - 4.2.2 it shall promptly supply LTA Operations with such information as LTA Operations may from time to time require evidencing the Organisation's compliance with the Regulations.

- 4.3 In the event that LTA Operations has reasonable cause at any time to believe that the Organisation has not complied with the Regulations all Funding already paid shall become repayable to LTA Operations on demand and LTA Operations may suspend its obligations or terminate the agreement pursuant to clause 10.

5. Management and use for the duration of the Clawback period

Tennis Facility

- 5.1 The Funding is being made available in recognition of the fact that the tennis courts within the Facilities are used only for the playing of tennis or tennis related activities and will remain so for the duration of the Clawback Period.

Repair

- 5.2 The Organisations shall keep the Facilities in good repair and undertake all things as may be necessary to ensure its proper maintenance.

Equipment

- 5.3 The Organisation shall make and operate satisfactory arrangements for the safekeeping of any equipment purchased with the aid of the Funding. If any such equipment is lost or otherwise unavailable for its intended use the Organisation will replace it as soon as reasonably practicable at no cost to LTA Operations;

Legal compliance

- 5.4 The Organisation shall comply with all statutory requirements and other laws and regulations relating to the Facilities and the development and operation thereof, including without limitation all relevant health, safety and employment laws and regulations.

Safeguarding Children and Vulnerable Adults

- 5.5 The Organisation shall operate a safeguarding policy in accordance with the guidelines issued by the Lawn Tennis Association Limited from time to time or approved by the relevant Local Authority and will provide LTA Operations with a copy on request.

Club Access

- 5.6 Where the Organisation:

5.6.1 is a members' club no-one will be denied membership of or access to the Organisation or the Facilities on the grounds of race, creed, colour, sex, occupation, religion or political persuasion; or

5.6.2 is not currently a members' club no-one will be denied access to the Organisation, Project or Facilities on the grounds of race, age, gender identity, creed, colour, sex, occupation, religion or political persuasion. The Organisation may sell membership packages in order to offer preferential booking arrangements and court fees subject to LTA Operations' written agreement. However, the Organisation shall not operate the Project site or the Facilities as a private members' club without the prior written consent of LTA Operations and shall operate fair procedures in relation to any individuals who are either denied inclusion or who are removed for any reason from the Project. The Organisation will not exclude anyone from participating in the

Project on the grounds of race, religion, colour, sex, occupation, disability or political persuasion other than in accordance with lawful justification or where positive discrimination is permitted.

- 5.7 The Organisation will comply with all statutory requirements and other laws and regulations relating to the implementation and development of the Project (including recruitment and participation), including without limitation, all relevant equal opportunities, discrimination, child protection and safeguarding, human rights and health, safety and employment related laws and regulations and with such guidelines and/or codes of practice which LTA Operations may notify to the Organisation from time to time.

Dress Code

- 5.8 There will be no dress code for users of the Facilities although Organisations are able to specify what type of footwear can or cannot be used.

Insurance

- 5.9 The Organisation must take out and keep in force a fully comprehensive policy of insurance with reputable insurers to cover the Project, the Facilities, equipment bought using the Funding, their use and any activities carried out thereon against and in respect of all usual risks (including third party, public, employer and occupier's liability) to their full replacement value (where relevant), and a copy of the current policy, which must have an endorsement noting LTA Operations' interest as mortgagee, and evidence of premium payment shall be provided to LTA Operations upon request;
- 5.10 The Organisation shall ensure that the appointed contractor has a fully comprehensive policy of insurance with reputable insurers to cover the Project, the Facilities, equipment bought using the Funding any services related to the Project and any activities carried out thereon against and in respect of all usual risks (including third party, public, employer, professional indemnity and occupier's liability) associated with the Project to their full replacement value (where relevant) or otherwise to a level of cover standard in their industry and a copy of the current policy and evidence of premium payment shall be provided to LTA Operations upon request;

Legal compliance

- 5.11 The Organisation must comply with all statutory requirements and other laws and regulations relating to the Facilities and the development and operation thereof, including without limitation, the national minimum wage, the "Working Time" Directive, health and safety, child protection, data protection, intellectual property, human rights and religious, political, race, sex and disability discrimination requirements, laws and regulations and with such guidelines and/or codes of practice which LTA Operations may notify to the Organisation from time to time.

Constitution

- 5.12 The Organisation confirms that it has power to enter into this Funding Agreement and that the Organisation's constitution contains an express power to borrow money.
- 5.13 Except where the Organisation is a local authority, the Organisation shall make no changes to its constitution during the Clawback Period without first obtaining the prior written consent of LTA Operations.

Delay

- 5.14 The Organisation must inform LTA Operations in writing of anything that materially threatens, makes unlikely, or delays the completion or success of the Project and the Facilities.

Registered Place to Play

- 5.15 A Registered Place to Play is a place registered as such by the Lawn Tennis Association Limited. An organisation must be a Registered Place to Play in order to obtain funding from LTA Operations and the Organisation must remain registered throughout the Clawback Period.

Competition

- 5.16 The Organisation shall comply with the Tennismark Accreditation Scheme requirements regarding the number of competitions it holds and shall offer a variety of competitive opportunities to ensure that players of all ages and standards at the Project site are able to enter.
- 5.17 Competitions should be available on a regular basis and could include box leagues, ladders and staggered draws. Competitions should be organised using Lawn Tennis Association Limited Ratings and results sent to the Lawn Tennis Association Limited for recording.
- 5.18 The Organisation agrees that all competitions held on the Facilities will use the Lawn Tennis Association Limited rating system.

British Tennis Membership and Lawn Tennis Association Limited ratings

- 5.19 The Organisation shall endeavour to ensure users of the Facilities become members of British Tennis. This provides the user with a Lawn Tennis Association Limited rating.

Management and Use of Facility

- 5.20 The purpose of the Project, the arrangements for management and community use of the Facilities and the purpose for which the Facilities are used shall be as set out in the Application, the Business Plan, and the Schedule to the Offer Letter and shall not be changed throughout the Clawback Period without the prior written consent of LTA Operations. If there is any inconsistency in the description of the purpose in the Application, the Business Plan, and the Schedule to the Offer Letter then the purpose of the Project set out the Schedule to the Offer Letter shall prevail.

Business Plan and Project Specifications

- 5.21 The Organisation shall manage and operate the Project and the Facilities in accordance with the aims, objectives, targets, and timescales set out in the Business Plan and Project Specifications.

6. Payment of Funds

- 6.1 The Organisation may not submit any claim for payment of all or part of the Funding until the Organisation has met the pre-construction conditions in paragraph 7 of the Schedule to the Offer Letter and has provided:

- 6.1.1 a completed LTA Start on Site Form;
 - 6.1.2 confirmation that work on the Project has commenced;
 - 6.1.3 a completed Cashflow Forecast agreed by LTA Operations; and
 - 6.1.4 a start on site certificate given by a suitably qualified architect, quantity surveyor or project manager.
- 6.2 The Cashflow Forecast shall exclude any reference to voluntary labour, contributions-in-kind and other non-allowable costs, which shall all be disregarded for the purposes of this Funding Agreement. In the case of Funding that includes Exchequer Funding LTA Operations may not pay out more than 25% of the Funding in the first 2 months of the Project.
- 6.3 The final claim (other than Retention) will be released upon receipt of the Final Claim Form, Certificate of Practical Completion and LTA Project Completion Certificate.
- 6.4 LTA Operations reserves the right to call for proof that the Funding monies have been spent on the Project.
- 6.5 No Funding shall be payable until the Conditions Precedent and clauses 6.1.1 to 6.1.4 have been complied with.
- 6.6 The Funding will be paid to the Organisation as set out in the Schedule to the Offer Letter subject to the Organisation complying with these General Terms and Conditions.

Claiming Funding

- 6.7 Subject to our written instructions, the Funding must be claimed in the following order:
- 6.7.1 Exchequer Funding (if any);
 - 6.7.2 Loan (if any);
 - 6.7.3 remaining Grant (if any);
 - 6.7.4 Retention.

Payment

- 6.8 The Funding will be paid using Bankers Automated Clearing Scheme (BACS), or similar method, directly into the Organisation's bank account.
- 6.9 The Funding will only be paid into an ordinary business bank account in the name of the Organisation.
- 6.10 No Funding instalment will be paid until LTA Operations is satisfied (acting reasonably) that such payment will be in relation to proper expenditure for the Project; unless LTA Operations otherwise agrees this means that payments will only be made after receipt of a contractor's invoice or supervising officer's certificate.
- 6.11 If the Organisation fails to claim all or any part of the Funding in accordance with the provisions of this Agreement LTA Operations shall be entitled to retain all or any part of the Funding not claimed by the Organisation and reduce the amount of the Funding accordingly or demand immediate repayment of the Funding.

- 6.12 The Organisation must promptly repay to LTA Operations any Loan instalment or Grant incorrectly paid to it as a result of any administrative error. This includes (without limitation) situations where either an incorrect value of Funding payment has been released or where a Funding payment has been released in error before all applicable terms of the Funding Agreement have been complied with by the Organisation.
- 6.13 The final instalment of the Funding will not be paid until the requirements of clause 3.1.5 have been complied with by the Organisation.
- 6.14 The Funding (other than the Retention) shall be paid out in arrears by monthly instalments against:
- 6.14.1 a certificate as to work carried out and payments made from a suitably qualified (by experience or qualification) architect, quantity surveyor or project manager (“the Supervising Officer”); and
- 6.14.2 copy invoices
- provided that the amount paid out in any month shall not exceed the amount detailed in the Cashflow Forecast.
- 6.15 Subject to 6.16, the Retention shall be paid 12 months after receipt of the:
- 6.15.1 Final Claim Form;
- 6.15.2 Certificate of Practical Completion; and
- 6.15.3 LTA Project Completion Certificate.
- 6.16 In the event that the total Project cost is less than that detailed in the Offer Letter, LTA Operations reserves the right not to make payment of all or any part of the outstanding amount of the Retention and to reduce the Funding accordingly.
- 6.17 In the event that LTA Operations does not receive evidence of a statement of final account signed by the Supervising Officer within three (3) months of the expiry of the Defects Liability Period, LTA Operations reserves the right not to make payment of the outstanding amount of the Retention and to reduce the amount of the Funding accordingly. Such a failure to provide the statement of final account shall be deemed to be a breach of the Funding Agreement and shall entitle LTA Operations to demand immediate repayment of the Funding.
- 6.18** The substantial work associated with payment of the Retention must be delivered and completed by 31 March of any given Financial Year of the award. Provided that the work has been delivered, the value of the work must be accounted for in the Organisation’s annual accounts.

Repayment of Loan and Interest payable

- 6.19 Where the Funding includes a Loan:
- 6.19.1 The Organisation will repay the Loan as set out in the Offer Letter.
- 6.19.2 Loan repayments must be made by direct debit and the Organisation agrees that it will not suspend or alter payments without the prior written consent of LTA Operations.

6.19.3 No part of the Loan will be released until the Organisation has completed and returned to LTA Operations a direct debit mandate for repayment of the Loan

6.19.4 LTA Operations reserves the right to charge the Organisation Interest on the outstanding balance of the Loan. The relevant body within LTA Operations will annually make a decision as to whether to charge Interest on the outstanding balance of the Loan for the following 12 month period (the timing of this decision is not dependent on the date of this agreement). LTA Operations shall inform the Organisation should the decision be made to charge Interest. Should LTA Operations decide to charge Interest, such Interest will be collected at the same time as the capital repayments and will accrue on a day to day basis and be compounded on a six monthly basis.

7. Monitoring and Evaluation

7.1 The Project and the Facilities may be monitored by LTA Operations throughout the Clawback Period to ensure that the aims and objectives specified in the Application, Business Plan and Project Specification are being met, that the General Terms and Conditions are adhered to and that the Project and the Facilities represent good value for money.

7.2 The Organisation will promptly and regularly provide to LTA Operations any information and/or reports (including without limitation regular progress reports) requested by LTA Operations in connection with the Project, the Facilities or the Organisation and its activities within two weeks of such request. The Organisation will comply with LTA Operations' online self service monitoring and evaluation procedure and input data about use of the Facilities and will update this information every 3 months during the Clawback Period.

7.3 Wherever it requires during the Clawback Period (including without limitation at any time both during the development and/or construction phases of the Project and the Facilities and after completion of the Project and the Facilities), LTA Operations and any person authorised by LTA Operations may make unannounced visits (including without limitation site visits, site audits and compliance visits) and may request meetings or further information from key members of its staff, for the purposes of monitoring the Project and the Facilities and monitoring compliance with the General Terms and Conditions. The Organisation will facilitate and co-operate in the provision of information or the arrangement and conduct of such visits and meetings, and shall allow LTA Operations and any person authorised by LTA Operations access to inspect the Project and/or the Facilities at any time.

7.4 In consultation with LTA Operations the Organisation will agree upon a set of appropriate outcome measures and targets for the Project.

7.5 The Organisation will agree to actively monitor the Project and provide regular feedback to LTA Operations. The period for which the targets will be monitored will be agreed with the LTA Operations and may extend beyond the period of Funding if applicable.

8. Accounts and Records

8.1 The Organisation shall keep separate, full, proper and up-to-date accounts and records regarding the development, purchase, financial trading and use of the Project and the Facilities. Any person or persons authorised by LTA Operations shall be given prompt access, at LTA Operations' request, to these accounts and financial records and LTA Operations shall have the right to take copies of such accounts and records.

- 8.2 The Funding must be shown in the Organisation's accounts as a restricted fund and not be included under general funds. Any sinking fund for upkeep of the Facilities must be shown in the Organisation's accounts as a designated fund and not be included under general funds.
- 8.3 The Organisation must meet any relevant statutory requirements as regards accounts, audit or examination of accounts, annual reports and annual returns.
- 8.4 During the Clawback Period the Organisation must provide to LTA Operations copies of their annual accounts within six months of the end of each relevant accounting period upon request by LTA Operations. The Organisation agrees to supply such other financial, management or other information relating to the Organisation (including lists of users or members) as LTA Operations may reasonably require.
- 8.5 LTA Operations may undertake regular financial assessments of the Organisation (normally by annual review), to assess the ability of the Organisation to secure other funding or to provide cash partnership funding from either income directly related to the Funding, or from the Organisation's own reserves, towards the Project. LTA Operations reserves the right to reduce the Funding as a result of any such assessment.
- 8.6 The Organisation will notify LTA Operations during the financial assessment of any interest earned on the Funding and LTA Operations shall decide in its reasonable discretion whether such interest may be retained by the Organisation for specified use or whether it should be returned to LTA Operations' funds.

9. Mortgage, Disposal, Lease or Change of Use of Facilities

- 9.1 During the Clawback Period, subject to the terms of any charge or charges to which LTA Operations shall previously have consented, the Organisation shall not without the prior written consent of LTA Operations:
- 9.1.1 transfer, sell, lease, licence or otherwise dispose of all or any part of the Facility;
 - 9.1.2 grant any charge, mortgage or other form of security or encumbrance over all or any part of the Facility; or
 - 9.1.3 cease to use the Facility for the purposes previously approved by LTA Operations.
- 9.2 The Organisation shall give a reasonable period of written notice to LTA Operations before it proposes to take any action that requires consent under this clause.
- 9.3 LTA Operations may give consent in accordance with clause 9.2 subject to any or all of the following conditions:
- 9.3.1 the sale, lease, licence or other disposal is made at full market value as determined and evidenced by an independent professional valuation by an appropriately qualified expert approved in writing by LTA Operations;
 - 9.3.2 prior to the completion of the transfer, lease, licence, sale or other disposal the proposed new owner of the Facility enters into a deed of novation with LTA Operations to ensure that the new owner is obliged to comply with the terms of the Funding Agreement;

- 9.3.3 the Organisation repays to LTA Operations a sum equivalent to the Grant or at the discretion of LTA Operations a sum equivalent to the Grant increased in line with inflation as determined by the retail price index;
 - 9.3.4 where the Funding includes a Loan, the Organisation immediately repays the Loan and any Interest due;
 - 9.3.5 termination of the Funding Agreement;
 - 9.3.6 any other conditions which LTA Operations in its discretion deems appropriate;
 - 9.3.7 reimbursement of all LTA Operations expenses including but not limited to any legal fees.
- 9.4 Failure to obtain consent as required by clause 9.1 or failure to comply with any conditions imposed in accordance with clause 9.2 shall be an Event of Default under clause 10.1.

10. Cessation, Suspension and/or Recovery of Loan, Clawback and Termination

- 10.1 An Event of Default shall mean if:
- 10.1.1 the Organisation ceases to operate for any reason, or it passes a resolution (or the Court makes an order) that it be wound up (other than for the purpose of a bona fide reconstruction or amalgamation), or if it was a charity at the time that the Application was made, it ceases to be a charity;
 - 10.1.2 the Organisation becomes insolvent, or it is declared bankrupt, or it is placed into receivership, administration or liquidation, or a petition has been presented for its winding up, or it enters into any arrangement or composition for the benefit of its creditors, or any of its members are surcharged or a manager is appointed on behalf of a creditor in respect of its business or a part thereof, or it is unable to pay its debts within the meaning of section 123 of the Insolvency Act 1986;
 - 10.1.3 within the Clawback Period, the Organisation fails to comply with any of the terms set out in the Funding Agreement;
 - 10.1.4 where there is a Loan as part of the Funding, the Organisation fails to repay any part of the Loan that has fallen due as set out in the Funding Agreement;
 - 10.1.5 in the reasonable opinion of LTA Operations, the Organisation fails to apply any part of the Funding for the intended purpose;
 - 10.1.6 in the reasonable opinion of LTA Operations, the Organisation fails to complete the works to be carried out in executing the Project in accordance with the terms of and to the standard indicated in the Project Specification (unless any variation has been previously approved in writing by LTA Operations);
 - 10.1.7 the Organisation fails to complete the Project on time or within a reasonable period (when no time is specified) or it appears that the Project is unlikely to be completed on time or within such period;
 - 10.1.8 after considering the purpose of the Funding, in LTA Operations' reasonable opinion further payment of the Funding would not constitute good value for money. (However, LTA Operations shall, subject to the other terms of the General Terms and

Conditions, continue to pay the Funding to the extent that the Organisation has, with the prior written consent of LTA Operations, contracted for goods and services and it is not practically possible to cancel such arrangements);

- 10.1.9 there is evidence of financial mismanagement, breakdown of budgetary control or any other irregularity, within the Organisation;
 - 10.1.10 in the reasonable opinion of LTA Operations, any of the assurances given or representations or information contained in the Application or other documents submitted by the Organisation to LTA Operations were fraudulent, incorrect or misleading;
 - 10.1.11 the Organisation or any of its employees or persons acting under the control or authority of the Organisation has acted fraudulently or negligently so as to have a material effect on the completion, development or management of the Facilities or the Project generally;
 - 10.1.12 any assurance, representation, release of information or statement made regarding the Application or the Project has changed in a manner that has a materially adverse effect on the Project;
 - 10.1.13 the Organisation is offered for public subscription by flotation on the stock market;
 - 10.1.14 except where the Organisation is a public authority, any of the following circumstances occur without the Organisation first notifying LTA Operations and obtaining its prior written consent and LTA Operations reasonably considers such circumstances to be materially detrimental to the Project:
 - (a) a transfer of assets from the Organisation to a third party;
 - (b) merger or amalgamation by Organisation with another body (including a company established by the Organisation);
 - (c) any change to the composition, structure or key personnel of the Organisation; or
 - (d) any change to the Organisation's constitution, in particular but without limitation with regards its purposes, payment to members and members of its governing body, distribution of assets (whether on dissolution or not) or admission of members (where it has a membership);
 - 10.1.15 the Organisation is in breach of any covenant, condition, obligation, warranty or representation in the Funding Agreement or any charge in favour of LTA Operations; or
 - 10.1.16 the Organisation terminates the Agreement because HM Revenue and Customs determines that any part of this Agreement creates a right or obligation which gives rise to the payment of VAT (repayment to LTA Operations of the whole or such part of the Funding as is appropriate in the circumstances, excluding any committed funds).
- 10.2 If an Event of Default occurs, without prejudice to LTA Operations' other rights and remedies:

- 10.2.1 LTA Operations' obligation to make any payments of Funding instalments shall forthwith cease;
- 10.2.2 LTA Operations may make all further payments of Loan and/or Grant instalments subject to such conditions as it may specify;
- 10.2.3 where the Funding includes a Loan, LTA Operations may require the full amount of Loan released to the Organisation (or such other sum as LTA Operations may require) to be repaid to LTA Operations on demand together with any Interest due;
- 10.2.4 LTA Operations may require the Organisation to repay a sum equivalent to the Grant increased in line with inflation as determined by the Retail Price Index or the amount of the Funding released to the Organisation increased in line with inflation as determined by the Retail Price Index;
- 10.2.5 LTA Operations shall have the right at any time during the Clawback Period to terminate the Funding Agreement forthwith or suspend all or any of its obligations hereunder upon such terms and for such period as LTA Operations shall at its absolute discretion determine and/or enforce any security held; and/or
- 10.2.6 without prejudice to sub-clauses 10.2.1 to 10.2.5, LTA Operations may suspend all or any of its obligations hereunder while investigations are carried out into any such Event of Default.
- 10.3 If an Event of Default occurs, LTA Operations may require the Organisation to:
 - 10.3.1 submit to LTA Operations a five year and one year monthly cash flow forecast within 30 days of the Event of Default occurring;
 - 10.3.2 submit monthly bank statements to LTA Operations of all accounts held in the name of the Organisation;
 - 10.3.3 co-operate with and allow full access to premises and records to any agent or employee that LTA Operations sends to review the Organisation's activities; and
 - 10.3.4 provide all board minutes and other information regarding board operations to LTA Operations.
- 10.4 LTA Operations shall further be entitled to suspend or cease payment of the Funding in the following situations:
 - 10.4.1 whilst investigations are being carried out into any matter that might result in the Organisation being required to repay all or any part of the Funding;
 - 10.4.2 where, after considering the purpose of the Funding, in LTA Operations' reasonable opinion, further payment of the Funding would not constitute good value for money (provided that LTA Operations will continue to pay the Funding to the extent that the Organisation has contracted for goods and services and it is not practically possible to cancel such arrangements);
 - 10.4.3 where LTA Operations reasonably determines that it has insufficient funds available to it to continue with the payment of the Funding to the Organisation.

- 10.5 If LTA Operations chooses to suspend the Funding Agreement pursuant to this clause and an Event of Default is continuing or the Organisation indicates its intention to permit it to continue or clause 10.4 applies, LTA Operations may terminate the Funding Agreement immediately upon notice in writing to the Organisation.
- 10.6 LTA Operations may, without limiting any other rights or remedies it may have, set off any amounts owed to it by the Organisation against any amounts payable by it to the Organisation.
- 10.7 LTA Operations may carry out any of the actions set out in this clause 10 if LTA Operations is required to do so by law.

11. Deficit/Surplus

- 11.1 If at any time the total expenditure for the Project exceeds the estimated amount set out in the Application there will be no corresponding increase in the Funding, unless otherwise agreed in writing by LTA Operations in response to an application submitted in advance notifying LTA Operations of the revised cost, the reasons for the increase and asking for the level of Funding to be reconsidered.

11.2 If:

- 11.2.1 the final total expenditure in respect of the Project is less than the expenditure estimated in the Application;
- 11.2.2 the aggregate funding for the Facilities, particularly from sources of public funds, exceeds its cost;
- 11.2.3 the Organisation receives any offers of funding for the Project that duplicate the funding provided by the Funding or any additional income for the Project (such as interest on Loan monies); or
- 11.2.4 for any other reason it becomes apparent that all or any of the Funding is not required to enable the completion of the Project;

the Organisation must inform LTA Operations. In such circumstances, LTA Operations may review the amount of the Funding and, where it considers appropriate, reduce the Funding payable or demand a refund of all or part of the Funding, at its absolute discretion. The amount of such reduction or refund shall be determined by LTA Operations at its absolute discretion.

12. Publicity

It is important for the Organisation and LTA Operations to maximise publicity relating to the success of the Project. To achieve this LTA Operations expects you to:

- 12.1 contact your local Tennis Development Manager in the next few days to discuss how to obtain appropriate press coverage for your award. We can also give you advice about how to write a press release and how to contact the media;
- 12.2 if so requested by LTA Operations, arrange an official opening ceremony for the Facility within a reasonable period after completion of the Facility, to which LTA Operations and Sport England shall be invited. The organisation will liaise with LTA Operations to agree a date of and the arrangements for the opening ceremony;

- 12.3 display appropriate Lawn Tennis Association/Sport England signage. All funded facilities are required to have a permanent Lawn Tennis Association/Sport England funded sign displayed. To order and arrange installation of your sign please contact LTA Operations;
- 12.4 continuously promote the Project during the Clawback Period in accordance with the following conditions:
- 12.4.1 the Organisation will not issue any substantive public release nor hold any press conference about the Project without giving LTA Operations reasonable prior notice in writing;
 - 12.4.2 the Organisation agrees that during the Clawback Period it will officially recognise and promote the financial contribution provided by LTA Operations, Sport England and the Department for Culture, Media and Sport;
 - 12.4.3 permit LTA Operations and the Lawn Tennis Association Limited the right to promote its association with the Facility and the Organisation and licence LTA Operations and the Lawn Tennis Association Limited, without charge, to use the name and image of the Organisation and the right to disclose information concerning the Facility and the Organisation to third parties while remaining sensitive to situations where confidentiality is a significant issue; and
 - 12.4.4 consult with LTA Operations as to the appropriate permanent signage and temporary construction signage (bearing in mind all relevant financial and legal considerations) to be erected at the Facility in order to acknowledge the support of LTA Operations and Sport England provided that:
 - (a) in the absence of agreement, LTA Operations shall have the final say as to the nature and location of such signage; and
 - (b) in all cases the Organisation will erect a funding plaque to be provided by LTA Operations;
- 12.5 not issue any public release nor hold any press conference about the Funding or the Facilities without prior notice to LTA Operations.
- 12.6 keep LTA Operations informed of any sponsorship relating to the Project and will use its best endeavours to include in any such sponsorship agreement(s) a clause prohibiting the sponsors ambushing LTA Operations' Funding by taking credit due to LTA Operations/Sport England for that Funding and will use all reasonable endeavours to prevent ambush marketing tactics by the sponsor. This shall not prevent the sponsor taking full credit for its own funding.
- 12.7 References to Sport England and the Department for Culture, Media and Sport in this clause 12 only apply where Exchequer Funding is being provided.

13. Distributable Profit

- 13.1 If at any time within the Clawback Period the operation of the Facilities realises a distributable profit or contributes to the Organisation's overall distributable profit, the Organisation shall notify LTA Operations of that position within 28 days of the date that the Organisation's accounts are published. An appropriate proportion (to be determined by LTA Operations in its sole discretion) of this profit shall be paid to LTA Operations within six months of the date of publishing of the accounts. For the purposes of this clause,

“distributable profit” realised by the Facilities shall be ascertained in accordance with generally accepted accounting principles and standards in the United Kingdom.

14. Further Conditions

- 14.1 The Organisation agrees and accepts that payments of Funding can only be assured to the extent that LTA Operations has available funds.
- 14.2 The Organisation must notify LTA Operations in writing of any legal actions, claims or proceedings made or threatened against it (including any actions, claims or proceedings made or threatened against members of its governing body or staff) that will inhibit its ability to deliver the Project during the Clawback Period. Such notification shall be made as soon as practicable and in writing.
- 14.3 Any irrecoverable input VAT may be considered as part of the eligible project cost. Any input VAT that is recovered may not be considered part of the eligible project costs. Should the Organisation subsequently be able to reclaim tax, for example if it subsequently registers for VAT, the reclaimed tax will be repaid to LTA Operations.
- 14.4 Any failure, relaxation, forbearance, delay or indulgence by LTA Operations in enforcing any of the terms of the Funding Agreement shall not be deemed a waiver of future enforcement of that or any other provision, and nor shall the granting any time by LTA Operations prejudice or affect or restrict any of its rights arising under the Funding Agreement or be deemed a waiver by LTA Operations of any breach or subsequent or continuing breach.
- 14.5 The Organisation acknowledges that copies of the Funding Agreement and any other information, documents, accounts and/or records about the Project or the Organisation (including its staff and users) may be disclosed by LTA Operations to Sport England or any of its other funders.

15. Exclusion of Liability/Indemnity

- 15.1 LTA Operations, its employees, agents, officers or sub-contractors will not at any time be liable to any person for anything in connection with the development, planning, construction, operation, management and/or administration of the Facilities or the Project. In particular but without limitation, it shall not be liable to the Organisation for any loss or damage arising directly or indirectly as a result of the compliance by the Organisation with the Funding Agreement.
- 15.2 It is the Organisation’s responsibility to satisfy itself as to the quality and capability of the contractors, architects, surveyors and/or other parties engaged by them in relation to the Project and to ensure that the Project is completed to an acceptable standard of safety.
- 15.3 The Organisation will indemnify and hold harmless LTA Operations, its employees, agents, officers or sub-contractors with respect to all claims of, and liability to, third persons for injury, death, loss or damage of any type arising out of or in connection with the Facilities, the Project and any activities carried out thereon except where such injury, death, loss or damage have resulted from the negligent act or omission of LTA Operations or its employees or agents. In this latter case, the Organisation shall provide prompt notice to LTA Operations of any such claim, and LTA Operations shall have the sole right to control the defence of any such claim.
- 15.4 LTA Operations has no liability for losses or costs arising from failure to make any payment of the Funding on any agreed date.

16. Duration

Except where otherwise specified, the terms of the Funding Agreement will apply from the date on which the Organisation signs and returns the Offer Letter until the later of:

- 16.1 the period of one year following payment of the last instalment of Grant;
- 16.2 so long as any Grant monies remain unspent by the Organisation;
- 16.3 where the Funding includes a Loan, the day on which the Loan and any Interest is repaid in full to LTA Operations by the Organisation;
- 16.4 the expiration of the Clawback Period; and
- 16.5 so long as any of the obligations in the Funding Agreement remain unperformed, or any Event of Default has occurred and is continuing.

17. Warranties

- 17.1 The Organisation warrants, undertakes and agrees that:
 - 17.1.1 it has all necessary resources and expertise to carry out the Project;
 - 17.1.2 it has and will keep in place adequate procedures for dealing with any conflicts of interest;
 - 17.1.3 it has and will keep in place systems to deal with the prevention of fraud;
 - 17.1.4 all financial and other information concerning the Organisation comprised in the Organisation or otherwise disclosed to LTA Operations is to the best of its knowledge and belief, true and fair;
 - 17.1.5 it is not under any contractual or other restriction within its own or any other organisation's rules, regulations or otherwise which may prevent or materially impede it meeting its obligations in connection with the Grant.
- 17.2 it is not aware of anything in its own affairs, which it has not disclosed to LTA Operations or any of its advisers, which might reasonably have influenced the decision of LTA Operations in providing the Funding on the terms contained in this Funding Agreement;
- 17.3 since the date of the last accounts there has been no change in the financial position or prospects of the Organisation;
- 17.4 the Organisation is solvent and will not as a result of the Funding and granting the legal charge become insolvent;
- 17.5 everything identified in the Project is owned or controlled by the Organisation and the Organisation has access to it to fulfil the Project;
- 17.6 it is the sole beneficial owner of the Organisation's name and logo;
- 17.7 it will comply with all statutory requirements and other laws and regulations relating to the implementation and delivery of the Project, including without limitation, all relevant health, safety and employment related laws and regulations;

- 17.8 it will not act or authorise or permit any person associated with the Project to act in any way, which in the reasonable opinion of LTA Operations, could bring the Project and/or LTA Operations and/or Sport England into disrepute. If the Organisation believes that any such act has taken place, it will notify LTA Operations immediately and provide full details;
- 17.9 for Projects involving equipment purchase, it will not sell or dispose of LTA Operations funded equipment without written authorisation from LTA Operations, who will have the sole discretion to decide whether any proceeds may be retained by the Organisation for specified use within the Project or returned to LTA Operations;
- 17.10 it will from time to time, on being required to do so by LTA Operations, do or procure the doing of all such acts and/or execute or procure the execution of all such documents in a form satisfactory to LTA Operations as LTA Operations may reasonably consider necessary for giving full effect to the Agreement and securing to it the full benefit of the rights, powers and remedies conferred upon it in the Agreement; and
- 17.11 the representations and warranties in any legal charge entered into are true and accurate.

18. Multiple Parties receiving the Funding

Where there is more than one party receiving the Funding and/or delivering the Project:

- 18.1 where any standard, obligation, representation or warranty under the Funding Agreement is expressed to be undertaken or adhered to by the Organisation, each organisation shall be jointly and severally responsible for it;
- 18.2 LTA Operations may release or compromise the liability of any of the Organisations acting as the Organisation under the Funding Agreement or grant any time or other indulgence without affecting the liability of any of the other organisations; and
- 18.3 any consent or authority given by the Organisation under or in connection with the Funding Agreement shall bind all the Organisations.

19. Law and Jurisdiction

This Funding Agreement and any non-contractual obligations connected to it shall be governed in all respect by English law and be subject to the exclusive jurisdiction of the English Courts.

20. Assignment

- 20.1 This Funding Agreement is personal to the Organisation and may not be assigned by the Organisation.
- 20.2 This Funding Agreement may be assigned by LTA Operations to any successor body to LTA Operations or any third party to whom the benefit of these obligations is assigned.

21. Rights of Third Parties

- 21.1 Subject to clause 21.2 a person who is not a party to this Funding Agreement has no right under the Contracts (Rights of Third Parties) Act 1999 to enforce any provision of this Agreement.

21.2 Where any Funding includes Exchequer Funding Sport England may enforce any rights under this Funding Agreement directly.

22. General

22.1 The Parties agree that the Funding Agreement is the entire agreement between the Parties and supersedes all proposals or prior agreements and undertakings, whether oral or written, and all other communications between the Parties relating to the subject matter of this Agreement.

22.2 The Organisation is an independent body and nothing in this Agreement shall be deemed to constitute a partnership, joint venture, relationship of agency or any employment relationship between the Parties nor shall anything in this Agreement be deemed to constitute or place the Parties in the relationship of partners, joint ventures, agent and principal or employer and employee.

22.3 This Agreement may only be modified by written agreement duly signed by both Parties.

22.4 Nothing in this Agreement is intended to create a VAT taxable supply. The Parties shall cooperate in good faith in resisting any argument by HM Revenue and Customs that VAT is payable in respect of the Funding. In the event, however, that HM Revenue and Customs determines that any part of this Agreement does create a right or obligation which gives rise to the payment of VAT, the Organisation (and not LTA Operations) shall be responsible for such VAT obligations. In such circumstances, the Organisation shall have the right to terminate the Agreement effective 30 days after receipt of notice of termination, upon repayment to LTA Operations of the whole or such part of the Funding already released to the Organisation as is appropriate in the circumstances.

22.5 If at any time one or more provisions of this Agreement become invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.

22.6 Any failure, relaxation, forbearance, delay or indulgence by LTA Operations in enforcing any of the terms or clauses of this Agreement shall not be deemed a waiver of future enforcement of that or any other provision, nor shall the granting of any time by LTA Operations prejudice or affect or restrict any of LTA Operations' rights arising under this Agreement or be deemed a waiver by LTA Operations of any breach or subsequent or continuing breach.

22.7 Any notices to be served under this Agreement shall be in writing and served at the addresses set out in this Agreement.

22.8 Where the Funding includes Exchequer Funding the Parties acknowledge and agree that LTA Operations is working with Sport England to award this funding. Sport England is a public authority and as such may be subject to certain statutory or other obligations to permit access to information held by it (or the Organisation on LTA Operations' or Sport England's behalf) which may extend to the contents of this Agreement and other documents and information relating to it. The Organisation shall without charge provide all such assistance as LTA Operations and/or Sport England may reasonably require in order that LTA Operations and/or Sport England may comply with lawful and proper requests for access to such documents and information.

22.9 The Parties undertake to use their best endeavours, wherever practicable, to resolve any dispute arising out of or in connection with this Agreement. Any dispute arising in connection with this Agreement shall be notified in writing by one party to the other and shall first be addressed by direct personal liaison between the respective primary contacts.

- 22.10 If the dispute cannot be resolved amicably within 14 days of such notification, the Parties shall refer the dispute to the respective Chief Executives (or equivalent) of the Parties for discussion and resolution.

23. Reimbursement of LTA Operations Legal Fees

- 23.1 The Organisation shall pay LTA Operations on demand £1,500 per legal charge and £350 per restriction of title to reimburse LTA Operations for legal expenses it incurs. LTA Operations reserves the right to increase these charges should legal or other complications arise causing LTA Operations' legal fees to increase so as to be in excess of £1,500 in respect of a legal charge and £350 in respect of a restriction of title respectively.
- 23.2 The Organisation shall pay LTA Operations' costs for any application for consent or approval or enforcement of the Funding Agreement and any fees for consultants or other professionals which LTA Operations deem are appropriate.