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Tender

## **116-PA-25 Management of Attleborough Leisure Centre**

Breckland District Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-059826

Procurement identifier (OCID): ocds-h6vhtk-055811

Published 25 September 2025, 4:00pm

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### **Scope**

### **Description**

Breckland Council is inviting tenders from suitably experienced leisure facility operators for the management and operation of its dry Leisure Centre facilities in Attleborough, Norfolk from Spring 2026.

The Council is seeking a leisure operator for a contract period of 13 years, with options to extend for up to two further periods of 5 years each.

### **Total value (estimated)**

- £8,800,000 excluding VAT
- £11,000,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 16 March 2026 to 15 March 2039
- Possible extension to 15 March 2049
- 23 years

Description of possible extension:

5 years + 5 years

### **Main procurement category**

Services

### **CPV classifications**

- 92610000 - Sports facilities operation services
- 92620000 - Sport-related services

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## **Submission**

### **Enquiry deadline**

14 October 2025, 12:00pm

### **Submission type**

Requests to participate

**Deadline for requests to participate**

14 October 2025, 12:00pm

**Submission address and any special instructions**

<https://in-tendhost.co.uk/brecklandcouncil.aspx/Home>

**Tenders may be submitted electronically**

Yes

**Languages that may be used for submission**

English

**Award decision date (estimated)**

20 February 2026

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**Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>
Simple description	Management Fee - 40% Viability of Price - 10% Delivering outcomes - Pricing - 15% Delivering Outcomes - Programming - 10% Asset Management, Compliance & Cleaning - 5% Marketing, customer care and experience - 2.5% Staffing - 2.5% Contract Mobilization and new Centre launch - 5% Social Value - 10%	Price

## **Weighting description**

Management Fee - 40%

Viability of Price - 10%

Delivering outcomes - Pricing - 15%

Delivering Outcomes - Programming - 10%

Asset Management, Compliance & Cleaning - 5%

Marketing, customer care and experience - 2.5%

Staffing - 2.5%

Contract Mobilization and new Centre launch - 5%

Social Value - 10%

## **Other information**

### **Description of risks to contract performance**

The Council has identified the following known risks that may arise during the term of the contract.

Operators are expected to take full account of the following risks in their pricing, programming, mobilisation, and financial planning:

- Impact of LGR - including the assignment or novation of the Contract to a successor unitary Council as outlined in Section 1.8
- Development of the Attleborough area - Development and changing demographics of the Attleborough area which could impact positively or negatively on demand and revenues.
- Investment risk - any capital investment assumptions built into the operator's financial model may need to be adjusted if projects are deferred or cancelled

It is intended that the following risks will be shared between the parties:

- Pandemic / Endemic - There is a continuing risk that future pandemic or endemic public health events (e.g. COVID-19 or similar) may impact operations, service delivery, staffing, and user demand, although it is not believed that full lockdowns will be implemented. The Council will expect Operators to have appropriate contingency measures and business continuity plans in place to manage and mitigate the financial and operational impacts of such events. Any impact on the LOBTA will be managed by the parties via the change in law clauses in the Contract.

It is intended that the following risks will be borne by the Council, although the Operator must mitigate the impact in its operations and financial planning.

- Construction and Capital Works Risk - There is a risk that planned construction or capital improvement works may be delayed, phased differently than originally anticipated, or not proceed at all. Suppliers may need to mobilise services within existing facilities for longer than planned or adjust mobilisation timetables if construction is delayed. Suppliers should consider construction uncertainty in their pricing, programming, and mobilisation plans.

Revenue and demand risk - delays in facility improvements may impact income forecasts, participation growth, and business plan assumptions.

Repairs and Maintenance (Academy Responsibility) - Responsibility for building repairs and maintenance lies with the Academy under the terms of the Joint Use Agreement. There is a risk to if such repairs are not undertaken, delayed, or not actioned in a timely manner, which may impact the Operator's ability to deliver services as specified. Suppliers

should consider how this risk may impact mobilisation, operational planning, and include mitigation strategies, recognising that delays or failures in building maintenance may affect access, service continuity, and customer experience.

The Council has identified the risks above associated with the delivery of this contract. In accordance with Schedule 8 of the Procurement Act 2023, the Council reserves the right to modify the contract, without initiating a new procurement procedure, should any of these known risks materialise during the contract term.

Any such modification will be limited to addressing the consequences of the known risk and will not alter the overall nature of the contract. Where applicable a Contract modification notice will be published in accordance with the requirements of the Act.

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Competitive flexible procedure

### **Special regime**

- Concession
- Light touch

### **Competitive flexible procedure description**

A high level summary of the stages and features that are included within this procurement

procedure are :

Stage 1 - PSQ and Conditions of Participation

Stage 2 - Invitation to submit Initial Tenders for up to 3 suppliers successful at Stage 1

Stage 3 - Negotiation with up to 2 suppliers successful at Stage 2

Stage 4 - Invitation to submit Final Tenders

Stage 5 - Clarification of final tenders (if required)

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## **Documents**

### **Documents to be provided after the tender notice**

via In-Tend e-tendering portal

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## **Contracting authority**

### **Breckland District Council**

- Public Procurement Organisation Number: PBBD-9961-PPPD

Elizabeth House, Walpole Loke

Dereham

NR19 1EE

United Kingdom

Email: [procurement@breckland.gov.uk](mailto:procurement@breckland.gov.uk)

Region: UKH17 - Breckland and South Norfolk

Organisation type: Public authority - sub-central government