

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	10 JANUARY 2019	4
<b>STAINING CHAIN LANE PLAYING FIELDS COMMUNITY PROJECT</b>			

### PUBLIC ITEM

This item is for consideration in the public part of the meeting.

### SUMMARY

The Supporters of Staining Open Space (SOSOS) have been working in partnership with Fylde and LCC officers since 2015, on a community project to “regenerate Chain Lane Playing Fields to provide a community facility that is accessible and suitable for use by all ages and abilities”.

The project has followed the ten stage process of the community parks improvement programme, which has included a comprehensive consultation exercise, the production of an agreed Masterplan and funding strategy. Officers have assisted SOSOS with a number of external funding bids, in addition to their own fundraising and a grant from Staining Parish Council. At the Council meeting on the 5 March 2018, Council approved a capital contribution of £50,000 to the Staining Playing Fields Development Project in 2018/19, to be funded from the Councils Capital Investment Reserve.

The report describes the funding strategy and summarises the context and details the receipt of tenders, tender assessment following the procurement process for a new field drainage system and associated improvement works at Chain Lane Playing Fields, Staining.

### RECOMMENDATIONS

The Tourism and Leisure Committee are requested:

1. To recommend to the Finance and Democracy Committee approval that the Council may act as the accountable body for the Staining Playing Fields Development Project in the total sum of £280,842;
2. To recommend to the Finance and Democracy Committee approval to a fully-funded increase in the sum of £230,842 in respect of the Staining Playing Fields Development scheme within the approved Capital Programme (£101,512 in 2018/19 and £129,330 in 2019/20) to be met from the various external grants and Section 106 contributions as detailed in the report, noting that the approved Capital Programme for 2018/19 currently includes funding in respect of this scheme in the sum of £50,000; and
3. Subject to approval of the above, to approve the letting of the contract for the Staining Chain Lane Playing Fields drainage scheme (Phase 1) to STRI Ltd in the sum of £101,512.

### SUMMARY OF PREVIOUS DECISIONS

**Cabinet 28th April 2010** – Community Parks Improvement Programme:

Cabinet considered the details set out in the report before it and at the meeting and RESOLVED:

2. To agree that the Council will act as the accountable body for individual schemes and funding streams where necessary.
4. To present individual detailed reports of the remaining schemes to future meetings of Cabinet to ensure that the Council’s financial regulations are satisfied.

**Tourism and Leisure Committee 11th January 2018 - Budget Setting - Prioritisation of Capital Bids 2018/19**

It was RESOLVED to support the bid as detailed in the report for further consideration by the Budget Working Group.

**Budget Council 5th March 2018 - Medium Term Financial Strategy Update, including General Fund, Capital Programme and Treasury Management for 2017/18 to 2021/22.**

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services ( <b>Value for Money</b> )	✓
Delivering the services that customers expect of an excellent council ( <b>Clean and Green</b> )	✓
Working with all partners ( <b>Vibrant Economy</b> )	✓
To make sure Fylde continues to be one of the most desirable places to live ( <b>A Great Place to Live</b> )	✓
Promoting Fylde as a great destination to visit ( <b>A Great Place to Visit</b> )	✓

## REPORT

- The Supporters of Staining Open Space (SOSOS) have been working in partnership with Fylde and LCC officers since 2015, on a community project to “regenerate Chain Lane Playing Fields to provide a community facility that is accessible and suitable for use by all ages and abilities”.
- SOSOS are a group of like-minded local residents and Parish Council members who are passionate in their aim to improve the range and standard of recreational facilities at Chain Lane Playing Fields in Staining. The group, in partnership with Staining Parish Council took the opportunity to work with officers to take the project through the ten stages of the community parks improvement programme:
  - Set up a supporters group (Friends group with a constitution)
  - Apply to LCC for support officer from the Environmental Projects Team to assist with:
    - Comprehensive consultation exercises
    - External funding grant assistance
  - Initial consultation with group, local residents and users to produce a design brief based on community need
  - Produce 3 concept drawings based on the design brief
  - Consult / agree / produce final Masterplan
  - Cost the project up in sections (Bill of Quantities and specifications)
  - Prepare funding strategy
  - Tender and evaluation (with community)
  - Project Management
  - Open Event / Future use /Maintenance
- The constituted group have attended regular progress meetings with officers, , stakeholders and the Parish Council during the past 3 years, and have carried out numerous public consultation events to establish local need and requirements.
- The consultation feedback was analysed and directly informed a number of concept designs for the site prepared by Fylde Councils Landscape Design & Development Officer. Further consultation exercises and meetings were undertaken with the Parish Council, local residents and local sports clubs to agree a final Masterplan for the site.
- Once the Masterplan was agreed, the decision was taken to split the project into 3 distinct elements to be phased on site; primary drainage works, secondary sports pitch works and landscaping works, with the primary drainage works prioritised in order to secure time-sensitive partnership funding through the John Lees Charitable Trust.

6. The overall cost breakdown for the 3 phases of work is show in the table below:

Phase	Cost
1. Primary Drainage Works	£101,512
2. Secondary Sports Pitch Drainage	£50,000
3. Landscaping Works	£129,330

#### PRIMARY DRAINAGE SCHEME DETAILS – PHASE 1

7. Chain Lane Playing Fields currently hosts 3 football pitches (1 x 11 a-side, 1 x 7 a-side and 1 x 5 a-side) and some teenage play facilities adjacent to the main entrance and car park. The football pitches are constantly waterlogged and often unusable due to the lack of a sports field drainage system.
8. The drainage project will see the playing fields split into three main water catchment zones as per the drawing attached at Appendix A. The catchment zones will be installed with equally spaced underdrains which will gather into a main 150mm surface water drain and flow into a combination of newly constructed swales and detention basin's designed to store the capacity of a 1 in 200 year 6 hour storm event.

#### SPORTS TURF DRAINAGE – PHASE 2

9. A secondary drainage system for the pitches will be designed and tendered separately in the New Year and will be installed after the primary drainage works. The secondary drainage system will supplement the primary drainage system and help provide all year round playable football pitches.

#### LANDSCAPE AND PARK IMPROVEMENTS SCHEME – PHASE 3

10. A landscape masterplan was prepared following the consultation exercise, with the key objectives being to improve accessibility, enhance the arboreal offering, improve signage and create a distinct health and well-being zone around the playing fields.
11. The masterplan is now being developed in further detail by the Senior Parks Development Officer and will be delivered after the drainage works are completed in the summer of 2019. The current landscape masterplan is included within Appendix 2.

#### THE METHOD AND COST OF FINANCING THE SCHEME

12. In early 2017 the Friends group wrote to Fylde Council to request a £50K capital contribution towards the project. The request went to the Tourism and Leisure Committee and the request was agreed at the meeting of 11<sup>th</sup> January 2018. £50K is included within the approved Capital Programme for 2018/2019 for this project.
13. The Friends of Staining Open Spaces have secured external financial contributions from Staining Parish Council (£25,042) and the John Lees Charitable Trust (£30,000). The contribution from the John Lees Trust has been secured on the basis that works on site start prior to April 2019.
14. The 2 existing S106 contributions below have been 'ring-fenced' to the project, in agreement with the Parish Council. The total of S106 contribution is £175,000, relating to two developments in Staining. The developments and contributions are listed below:
15. The terms of the Planning Agreement 12/0765 for Jubilee Gardens, Staining in relation to the public open space contribution states *"Prior to first occupation of a Dwelling pay the sum of £160,000 (one hundred and sixty thousand pounds) to the Council for the improvement of public open space provision in the village of Staining"*.
16. The terms of the Planning Agreement 13/0590 for Land Kings Close, Staining in relation to the public open space contribution states *"the sum of fifteen thousand pounds (£15,000.00) to be used by the Council towards the upgrade of the facilities at the Village Hall Site, or such other local open space scheme in the vicinity of the Site as may be agreed between the Council and the Owner and/or the Developer"*.

Application Number	Development	S106 Contribution
12/0765	Jubilee Gardens, Staining	£160,000
13/0590	Land Kings Close, Staining	£15,000
<b>Total</b>		<b>£175,000</b>

17. The total budget available for the three phases of the project is summarised in the below table:

Source	Amount	Status
Staining Parish Council	£25,042	Secured
FOSOS Fundraising	£800	Secured
John Lees Charitable Trust	£30,000	Secured
Section 106	£175,000	Secured
FBC	£50,000	Secured
<b>TOTAL</b>	<b>£280,842</b>	

#### **FUTURE REVENUE BUDGET IMPACT**

18. Staining QEII Playing Fields are owned by Staining Parish Council. Any additional revenue implications linked to this proposal will be met by the Parish Council, who are fully aware of this.

#### **RELEVANT VALUE FOR MONEY ISSUES**

19. In order to ensure that value for money is achieved a procurement exercise has been undertaken in accordance with the Council's contract procedure rules. Selection of the successful tenderer will be on the basis that value for money is a key consideration as well as the suitability of the new facility.

#### **VIABLE ALTERNATIVES**

20. The project could have been procured and delivered by the Community group or Parish Council. However, professional assistance from Council Officers with specific regard to landscape design, procurement and project management proves to provide the best value for money, competent schemes and is the favoured delivery option by external funders.

#### **PROCUREMENT PATH (AND ANY DELEGATIONS AS REQUIRED) PHASE 1 – PRIMARY DRAINAGE WORKS**

21. Officers from the Parks & Greenspace Team have led the procurement process. The tender followed the 'open tendering procedure', using the CHEST procurement portal.

22. Quotations have been received for the provision of drainage works on a design and build basis, which have been compared with a pre-tender estimate of £85,000 (excluding contingency @20%)

23. 6 tenders were received and evaluated on a 60% price and 40% quality basis as detailed below.

24. The price evaluation was carried out as follows: Tenders will be evaluated as a pro-rated score against the lowest tendered price. A worked example is demonstrated below:

4 tender prices are submitted as follows:

- Tender 1 - £100,000
- Tender 2 - £90,000
- Tender 3 - £110,000
- Tender 4 - £95,000

Tender Nr 2 @ £90,000 would score 60 points as the lowest tender. The remaining tender prices would be scored using the following calculation:

Lowest Tender Price divided by Remaining Tender Price multiplied by 60.

Therefore the scores for the remaining tenders will be as follows:

Tender	Calculation	Score
Tender 1 @ £100,000	$90,000 / 100,000 \times 60$	54
Tender 3 @ 110,000	$90,000 / 110,000 \times 60$	49.1
Tender 4 @ £95,000	$90,000 / 95,000 \times 60$	56.8

25. The quality evaluation was carried out as follows: quality criteria formed 40% of the total, based on the following quality criteria:

• Experience	10
• Contractors Team	5
• Quality of Contract Sum Analysis	5
• Health and Safety	10
• Programme and Methodology	10
<b>Quality Total</b>	<b>40</b>

26. The quality evaluation was made under the criteria listed below, and the information required from the suppliers was scored on the following basis:

<b>Score</b>	<b>Description</b>
0	The Evaluation Panel felt that none of the requirement was met or demonstrated or no response was provided.
1	The Evaluation panel felt that a few areas (20% or less) of the requirement has been met or demonstrated.
2	The Evaluation panel felt that some areas (between 21% and 59%) of the requirement has been met or demonstrated.
3	The Evaluation panel felt that most of the requirement (60% and above) has been met or demonstrated
4	The Evaluation panel felt that the requirement has been fully met or demonstrated.
5	The Evaluation Panel felt that the supplier had exceeded this requirement.

27. The quality scores are added to the price scores to identify the preferred submission.

28. The result of the tender evaluation exercise is shown in the below table. The evaluation panel comprised of officers from the Parks & Greenspace Team and the Friends of Staining Open Spaces.

<b>Description of Evaluation Criteria</b>	<b>Percentage Weighting</b>	<b>Askam</b>	<b>George Cox</b>	<b>M&amp;J Thistlethwaite</b>	<b>STRI Ltd</b>	<b>Sweeting Bros</b>	<b>William Pye Ltd</b>
Experience	10	4	6	2	6	8	6
Contractors Team	5	5	2	2	5	0	3
Contract Sum Analysis	5	4	3	3	3	5	5
Health and Safety	10	6	6	0	10	8	6
Programme and Methodology	10	8	4	0	10	10	8
<b>Total Quality Weighting</b>	<b>40</b>	<b>27</b>	<b>21</b>	<b>7</b>	<b>34</b>	<b>31</b>	<b>28</b>
<b>Price Score</b>	<b>60</b>	<b>29.2</b>	<b>18.9</b>	<b>60.0</b>	<b>35.7</b>	<b>23.1</b>	<b>32.0</b>
<b>Grand Total</b>	<b>100</b>	<b>56.2</b>	<b>39.9</b>	<b>67.0</b>	<b>69.7</b>	<b>54.1</b>	<b>60.0</b>

## OBJECTIVES, OUTPUTS AND OUTCOMES

### 29. Objectives, Outputs and Outcomes:

- Provide all-year-round playable football pitches for the benefit of the local football club
- Achieve the ambitions of the local community
- Provision of additional facilities for young people
- Clean and Green – “Deliver high quality parks and open spaces”
- Great Place to Live – “Support and promote volunteers effort to improve their local community”

## DRAWINGS AND PLANS

30. The drainage proposal is included in Appendix 1.

## CONCLUSION

31. The evaluation panel considered that the submission from STRI represents the most economically advantageous tender. The quotation figure for the recommended submission is £84,594.00 excluding client contingency. The recommended contingency amount is 20% of the contract sum which totals £16,918 which will be held by the Client. The total amount of this phase of the overall project is £101,512. The delivery of this project will commence in February 2019.

IMPLICATIONS	
Finance	<p>Funding for the Staining Playing Fields Development Project is included within the approved Capital Programme for 2018/2019 in the sum of £50k, financed from the Capital Investment Reserve.</p> <p>The report requests that the Tourism and Leisure Committee recommend to the Finance and Democracy Committee approval to a funded budget increase to the value of the scheme within the approved capital programme of £230,842, to be fully funded from the various external grants and Section 106 contributions as detailed in the report to provide a total budget of £280,842 (£101,512 in 2018/19 and £129,330 in 2019/20).</p> <p>The report further requests that the requests that the Tourism and Leisure Committee recommend to the Finance and Democracy Committee agreement to the Council acting as accountable body for the full scheme in the total sum of £280,842.</p> <p>Finally the committee is requested to authorise expenditure in 2018/2019 of £151,512 in respect of the proposed scheme to install new drainage at Staining Playing Fields, subject to the approval of the above by the Finance &amp; Democracy Committee.</p>
Legal	None arising from this report
Community Safety	Provision of modern recreational facilities is important in terms of providing diversionary activities
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	The scheme has been designed to accommodate a 1 in 200 year storm event in line with Sustainable Drainage principles.
Health & Safety and Risk Management	The quotation requests included Health and Safety information which will be developed by the successful contractor prior to starting on site to safeguard the public and contractor personnel.

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	01253 658472	18 <sup>th</sup> December 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Cabinet agenda and minutes	28th April 2010	<a href="#">Cabinet agenda and minutes</a>
Tourism & Leisure Committee agenda and minutes	11 January 2018	<a href="#">Tourism &amp; Leisure Committee agenda and minutes</a>
Budget Council minutes	5 <sup>th</sup> March 2018	<a href="#">Budget Council minutes</a>

Attached documents

Appendix 1      Drainage Concept Design

Appendix 2      Landscape Masterplan