



DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	3 SEPTEMBER 2020	7
FAIRHAVEN LAKE – HERITAGE LOTTERY PROJECT – LANDSCAPE CONTRACT DRAWDOWN			

PUBLIC ITEM

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

SUMMARY

In December 2018, the Council was notified that it had been successful in securing the second round capital grant from the Heritage Lottery Fund in the sum of £1,476,600 for the restoration of Fairhaven Lake & Gardens. The grant has been awarded on the condition that match funding of a further £960,897 is provided by Fylde Council, through internal and external financial contributions, providing a total capital budget of £2,437,497.

The latest Capital Programme contains a remaining balance of £2,224,000 (£2,099,000 in 2020/21 & (£125,000 in 2021/22 to deliver the approved purposes of the Heritage Fund grant, detailed within the second round application documents.

The landscape works have now been tendered. This report sets out the context and details the receipt of tenders, tender assessment and makes recommendations to proceed with the project through the letting of the contract to complete the landscape works.

RECOMMENDATIONS

The Tourism and Leisure Committee is requested:

1. To approve the proposed capital expenditure in respect to the scheme as outlined in this report of £158,245 in 2020/21;
2. To approve the letting of the contract to Horticon Ltd for £158,245 to carry out the scheme as outlined in this report.

SUMMARY OF PREVIOUS DECISIONS

Council Meeting - 2nd March 2016 RESOLVED:

To approve the Medium Term Financial Strategy (MTFS) for the five years 2015/16 to 2019/20, including an updated Useable Reserves & Balances policy. This revised policy included the transfer of a sum of £3m from General Fund balances to the Funding Volatility Reserve in 2015/16 with the first call on this reserve being as match funding for the Fairhaven lottery bid should this be successful in the maximum sum of £400k.

Council meeting - 4th December 2017 RESOLVED:

To approve a funded budget increase for 2019/20 in the sum of £120k in respect of the Fairhaven Lake & Gardens Restoration Project scheme, that was within the approved Capital Programme, to provide public realm

enhancements to the scheme to be met from the Capital Investment Reserve.

Council meeting - Monday 16th July 2018 RESOLVED:

To approve the detail and submission of the Fairhaven Lake and Gardens final capital cost plan to the Heritage Lottery Fund and agreed to underwrite the as yet unsecured external funding in the sum of £343K, to be met from the Capital Investment Reserve.

Tourism & Leisure Committee – Thursday 26th June 2018 RESOLVED:

1. To note the approval by the Council at the meeting of 16th July 2018 of an addition to the Capital Programme for 2018/19, should it become necessary, in relation to the underwriting of the Fairhaven Lake and Gardens Heritage Lottery Fund Round 2 submission in a maximum sum of £343,000;
2. To approve the detail and submission of the Fairhaven Lake and Gardens final masterplan included in the report, which forms part of the Round 2 submission to the Heritage Lottery Fund; and

To approve the detail and submission of the Fairhaven Lake and Gardens final capital cost plan included in the report, which forms part of the Round 2 submission to the Heritage Lottery Fund, which included the underwriting of £343,000 as agreed by Council at the meeting of 16th July 2018.

Tourism and Leisure Committee – 14th March 2019 RESOLVED:

1. To consider the scheme as proposed within this report and recommend to Council approval of a fully-funded increase in the total scheme value within the Capital Programme of £2,317,497 (£33,342 in 2018/2019, £1,401,500 in 2019/2020, £713,943 in 2020/2021 and £168,712 in 2021/2022) in respect of the Fairhaven Lake & Gardens Restoration Project, to be met in full as detailed in the report;
2. Subject to the approval at 1 above, to authorise the proposed expenditure in respect of Professional fees in the sum of £170,653 and activity costs in the sum of £276,125 as detailed in section 9 in order to progress the scheme; and
3. To note that further draw down reports will be presented to the Tourism and Leisure committee as the scheme progresses.

Council - 25 March 2019 RESOLVED:

1. Accept the recommendations of Tourism and Leisure Committee and approve of a fully-funded increase in the total scheme value within the Capital Programme of £2,317,497 (£33,342 in 2018/2019, £1,401,500 in 2019/2020, £713,943 in 2020/2021 and £168,712 in 2021/2022) in respect of the Fairhaven Lake & Gardens Restoration Project, to be met in full as detailed in the report;
2. Subject to the approval at 1 above, to authorise the proposed expenditure in respect of Professional fees in the sum of £170,653 and activity costs in the sum of £276,125 as detailed in section 9 in order to progress the scheme; and
3. To note that further draw down reports will be presented to the Tourism and Leisure committee as the scheme progresses.

CORPORATE PRIORITIES

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

REPORT

BACKGROUND

1. The Council have supported a grant application to the National Lottery Heritage Fund (NLHF) for the restoration of Fairhaven Lake & Gardens since 2011 and have committed capital funding to the project as detailed in this report. Two previous unsuccessful bids were made to the NLHF in 2011 and 2014.
2. The Council submitted a third and final funding application to the NLHF in August 2016 for a development grant to restore Fairhaven Lake & Gardens. The bid was prepared under the 'Parks for People' strand of the Heritage Lottery which is specific to the restoration of historic parks and gardens.
3. In January 2017 the Council was informed that the bid had been successful and a development grant of £165,500 was awarded for the project, on the condition that match funding of £54,866 was provided by Fylde through internal or external financial contributions, providing a total capital budget of £220,366, to provide Fylde Council with the opportunity to prepare a second round capital bid to the NLHF.
4. Two project officers were recruited in August 2018, alongside a multi-disciplinary team of consultants to develop a capital grant (second round) application to the NLHF. The second round application to the NLHF was made in August 2018 for £1,476,600, on the condition that partnership funding of £960,897 was secured to make an overall total project budget of £2,437,497.
5. In December 2018, the Council was notified that it had been successful in securing the second round capital grant from the Heritage Lottery Fund of £1,476,600 for the restoration of Fairhaven Lake & Gardens. The grant has been awarded on the condition that match funding of a further £960,897 is provided by Fylde Council, through internal and external financial contributions, providing a total capital budget of £2,437,497.
6. On the award of a second round grant, the NLHF specified a list of 'approved purposes' that must be achieved in order to deliver the key aspects of the project that were specified within the application. The approved purposes must be achieved and are conditional to claiming the grant.
7. The 'approved purposes' that must be achieved under the terms of the second round grant are:

Lake Works: Improving lake condition, water quality, interest and accessibility by:

- Removing silt, installing aeration-pumps and restoring edges and footpaths;
- Upgrading pontoon;
- Forming a beach;
- Preparing island to be a forest school;
- Creating a winter wader roost on another island; working with Fylde Bird Club and RPSB.

Historic Buildings:

- Pavilion Café: removing inappropriate extensions to expose original features, including colonnaded veranda and internal cornice details; remodelling east elevation to restore roof based on the original architect's intentions; reconfiguring the interior, levelling the split floor and introducing accessible toilets;
- Pagoda: exposing original timber and ironwork roof structure and removing alterations to open space as a welcome and interpretation centre
- Boathouse (to become the Watersports Centre): reconfiguring to provide a classroom and facilities for lake users (toilets, changing facilities and storage) within a new insulated shell.

Landscaping:

- Restoring to use Mawson's Japanese Lagoon Garden;
- Upgrading tennis courts;
- Installing adventure play park;
- Providing sustainable tree/shrub displays suitable for the challenging coastal environment;

- Creating Mawson's Lookout over the Estuary;
- Working with Lancashire Gardens Trust, establishing a volunteer-run plant nursery.

Interpretation: Providing interpretation to include:

- Welcome panels;
- Pagoda exhibition;
- Trail waymarking and information;
- Website improvements;
- Temporary exhibition area.

Activity Programme for the general public and targeted groups, including:

- Community archaeology dig(s) at the Japanese Garden and site of the World War II observatory;
- Annual Events: regatta, open day, Heritage Open Days, Big Picnic;
- Annual on-site and outreach talks and guided walks, including work-in-progress tours;
- Memories workshops and oral history collection leading to Community Theatre performances;
- Running a Heritage Hub in the Pagoda, with changing exhibitions prepared by local groups, including those not well represented in the heritage;
- Family activities: drop-in sessions, orienteering, buggy walks, Family Heritage Afternoons targeted at hard-to-reach audiences;
- Specially designed activities for users of health and wellbeing services and children and family agencies;
- An expanded programme of watersports activities including swimming, sailing, canoeing, kayaking and paddle boarding;
- Informal learning resources: quizzes, trials, self-guiding leaflets, web-based resources.

Formal Education:

- Delivering activity programme for primary schools;
- Offering work experience opportunities for local college students studying tourism, media, landscape and horticulture;
- Creating and making available on-line resources.

Volunteering:

- Training and developing new and existing volunteers to support the park and contribute to the Friends of Fairhaven Lake, the whole park Steering Group, a Heritage Advisory Panel and a Youth Steering Group;
- Appointing a Volunteer Co-ordinator.

Staffing:

- Employing a Project Officer (FTE) and an Activity Development Officer (0.6FTE).

Marketing

- Marketing the park's offer to ensure take-up.

8. The approved purposes will be delivered on site through several contracts. This report concerns the procurement of the historic landscape works, including the restoration of Japanese Gardens and the completion of the circular pathway around the Lake. Other landscaping works have either already been delivered (Adventure Play) or have been included within the building works package (tennis courts).

PROCUREMENT PROCESS & EVALUATION

9. Officers from the Tourism and Cultural Services Team and the Corporate Procurement Officer have led the tender process via a 'traditional' procurement route whereby the design is fully detailed by the Client design team prior to tender.

10. The tender process was undertaken via a restricted procedure. The opportunity was advertised on 14th July 2020 via the 'Chest Procurement Portal' with interested contractors required to populate a Standard Questionnaire response by the deadline of 24th July 2020.
11. 6 Standard Questionnaire submissions were received. The Standard Questionnaire responses were evaluated and a shortlist of 4 contractors were selected to take through to Invitation to Tender stage. The selected shortlist was as follows:
 - Barton Grange Landscapes;
 - Groundwork Landscapes Ltd;
 - Horticon Ltd;
 - Landscaping Engineering Ltd.
12. The Invitation to Tender documents were issued to the shortlist on 29th July 2020, with a submission deadline of 25th August 2020.
13. The tender has been scored on a 75% price basis and 25% quality basis.
14. Of the four submissions received; two have been disqualified. Groundwork Landscapes failed to respond to the deadline and Barton Grange's submission was incomplete.
15. A concise summary of the price evaluation section is contained below.

Figure 1 – Summary of tender breakdowns

	HORTICON	LANDSCAPE ENG	BARTON GRANGE	GROUNDWORK LANDSCAPES
Preliminaries	3,000.00	7,500.00	-	-
Japanese Garden	51,549.94	68,921.05	-	-
Perimeter Pathways	82,755.20	85,301.20	-	-
Provisional Sums	20,940.00	20,145.00	-	-
Total Tender Return	158,245.14	181,867.25	Tender incomplete	Failed to return a tender

	Barton Grange	Landscape Eng.	Horticon	Groundwork Landscapes
TOTAL TENDER (Rounded)	N/A	£181,867	£158,245	N/A
Total Score		65	75	

The tenders have been evaluated as a pro-rated score relative to the lowest tendered price. The calculation to work out scoring for the tender prices is as follows; (Lowest Tender Price / Actual Tender Price) multiplied by 75. The outturn scores are then rounded to the nearest whole number.

16. The quality evaluation section will be scored as follows:
 - 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 (between 60% and 75%) has been met or demonstrated with some areas missing/requiring improvement.*
- 4 *The Evaluation panel felt that most of the requirement (between 75% and 90%) has been met or demonstrated.*
- 5 *The Evaluation Panel felt that the supplier had met or demonstrated most or all of the requirement (between 90% and 100%)*

17. The result of the quality evaluation exercise is set out in the table (fig. 2) below.

Figure 2 – Quality Evaluation Scores

Description of Evaluation Criteria	% <i>Weighting</i>	Barton Grange	Weighted	Horticon	Weighted	Groundwork	Weighted	Landscape Eng.	Weighted
PROGRAMME	20	Not evaluated		3	3.00	Not evaluated		4	4.00
SITE TEAM AND EXPERIENCE	20			3	3.00			3	3.00
HEALTH AND SAFETY	15			4	3.00			3	2.25
SITE MANAGEMENT, LOGISTICS AND METHODOLOGY	25			4	5.00			4	5.00
CONTRACT MANAGEMENT AND REPORTING	10			5	2.50			4	2.00
SOCIAL VALUE	10			3	1.50			4	2.00
Total Quality Weighting	100				18.00				18.25

18. The table below (fig. 3) contains a summary of the overall price/quality evaluation.

Figure 3 – Overall Evaluation Scores

	Barton Grange	Horticon	Landscape	Groundwork
Price	Not evaluated	75.00	65.00	Not evaluated
Quality		18.00	18.25	
Total		93	83.25	

19. The highest scoring tenderer is therefore Horticon Ltd.

BUDGET DETAILS

20. In the report presented to the Tourism and Leisure Committee in March 2019, a sum of £1,697,311 was identified as the available budget for the physical works to be undertaken as part of the restoration project. The physical works includes the building, landscape and lake works plus inflation. Since March 2019, the officer team have 'reconfigured' the work items and grouped together logical items of work to provide maximum purchasing efficiency. E.g. the tennis court works are within the building contract because of the proximity to the buildings, therefore monies for this item have been transferred from the landscape works over to the building works contract.
21. The table below (figure 4) shows the resulting available budgets for each work package resulting out of the reconfiguration exercise.

Figure 4 – Overview of work packages

Work Package	Available Budget	Status
Building Works Contract	£1,155,538	Tendered August 2020
Landscape Works Contract	£186,300	Tendered August 2020
Lake Works Contract	£355,473	To be tendered Summer 2021
Total	£1,697,311	

FINANCE DETAILS

22. A fully priced cost breakdown of the tender sum is provided within the price evaluation section of the report.

METHOD AND COST OF FINANCING THE SCHEME

23. Funding for a scheme for this purpose is included within the approved Capital Programme for 2020/21 and 2021/22 and was approved by Council in March 2019.

VALUE FOR MONEY AND DETAILS OF PROCUREMENT PATH

24. 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 is on the basis that value for money is a key consideration as well as the suitability of the new facility.

SUMMARY

25. The Committee is requested to approve expenditure for the Fairhaven scheme in relation to the landscape works contract. The winning tender sum is £158,245. The Committee is also requested to approve the letting of the landscape works contract to Horticon Ltd following a compliant tender process detailed above.

IMPLICATIONS	
Finance	This report requests approval for expenditure of £158,245 in 2020/21 in respect of the Fairhaven National Lottery Heritage Fund project as outlined in this report, to be met from the approved Capital Scheme for this purpose. The report also requests approval to the letting of the contract for landscape works element of the scheme.
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	All relevant ecological and environmental surveys have been undertaken in addition to the Environmental Impact Assessment screening.
Health & Safety and Risk Management	Pre-Construction Information has been prepared by the Principal Designer as part of the tender process. The successful contractor will be responsible for managing Health and Safety on site and preparing the Construction Phase Health and Safety Plan.

LEAD AUTHOR	CONTACT DETAILS	DATE
Charlie Richards	Charlie.richards@fylde.gov.uk 01253 658472	2/9/2020

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
N/A		