

# DECISION ITEM

DEVELOPMENT SERVICES DIRECTORATE	TOURISM AND LEISURE COMMITTEE	3 NOVEMBER 2016	7
<b>APPROVAL FOR GRANT FUNDED SCHEME FOR IMPLEMENTATION OF A HEALTH WALK ON BLACKPOOL ROAD NORTH PLAYING FIELDS, ST ANNE'S</b>			

## PUBLIC ITEM

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

### SUMMARY

This report provides details of a grant funded scheme for improvements to the playing fields on Blackpool Rd North, St Anne's and recommends inclusion to the Capital Programme in 2016/17 to be fully funded from the Tesco 'Bags of Help' grant of £12K secured by the Parks Development Team on behalf of the Blackpool Rd North friends group.

Officers from the Parks Development Team have been working in partnership with the Blackpool Rd North friends group during 2016, on a community project to improve the facilities on the existing playing field.

This small project is part of a larger Masterplan to improve the whole site, and specifically relates to the creation of a 'health walk' around the perimeter of the site to encourage all members of the community to use the area.

The £12K grant was secured from the Tesco 'Bags of Help' fund and needs to be spent by the end of March 2017. The larger project of general improvements to the children's play area, landscaping, parking and drainage is currently going through the ten stage process of the community parks improvement programme and all elements of the scheme will be delivered by the Parks Development Team to ensure value for money and competent installation. There is no requirement for supplementary external funding for this part of the project.

This report describes the details of the grant funding and summarises and details the procurement procedure and project management of the scheme by the Parks Development Team.

### RECOMMENDATION

#### **The Tourism and Leisure Committee is requested:**

1. to give consideration to the proposal and recommend to the Finance & Democracy Committee that the Council agree to act as accountable body for the proposed capital scheme;
2. to recommend to the Finance & Democracy Committee an addition to the 2016/17 capital programme in the sum of £12,000, to be fully funded from the Tesco 'Bags of Help' grant as detailed in the report;
3. to authorise the proposed expenditure in respect of the scheme to undertake improvements to Blackpool Road North Playing Fields as detailed in the report, subject to the Finance and Democracy Committee approving that the scheme be added to the capital programme for 2016/17.

## SUMMARY OF PREVIOUS DECISIONS

There have been no previous decisions relating to this issue.

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

### BACKGROUND

1. Blackpool Rd North Playing fields is leased to Fylde Council on a 999 year lease from Lytham Town Trust. The site is popular with the local community which has led to the creation of a 'Friends group' whose ambition is to improve and development the facilities on the site.
2. Fylde Council has received and is holding £9,000 sum of an overall £12,000 Tesco 'Bags of Help' grant. This has been secured through a bid submitted by the Parks Development Team with a view to funding improvements to the site. The remaining £3,000 sum will be paid to Fylde Council on successful completion of the project, which has a deadline of 31<sup>st</sup> March 2017.
3. Officers from the Parks Development Team have been working in partnership with Blackpool Road North Friends Group throughout 2016. The group are following the 10 stage community parks improvement process, which will lead to a final Masterplan and funding strategy, relating to improvements to the children's play facilities and improved landscaping, drainage and sports facilities at the site. Officers will continue to work with the Friends group to support the wider aims for the site.

### SCHEME DETAILS

4. The existing site is largely given over to the enjoyment of football and sports activities. It is felt that the addition of a new health walk, will provide access around the perimeter of the site and will improve accessibility for all users. The path will be constructed of self – binding gravel, on a sub base of aggregate with timber edging. The group plan to add tree planting, litter bins and benches around the health walk, as well as route markers to encourage further active participation. The group are currently actively seeking further external funding streams for these items, as part of the funding strategy.
5. The aim of the project is to provide an alternative facility, which is inclusive to all members of the community for passive recreation. The Health walk will promote walking, jogging and running as well as offering opportunities for people to stop and sit and relax.
6. It is felt by the group that encouraging all members of the community will encourage interaction of older people with young people, which will improve community benefit in both physical and mental health.

## A COST BREAKDOWN OF THE SCHEME

Blackpool Rd North, St. Anne's	
Build Specification as described in the brief	Net Figure (£)
Materials	£9,200
Hire of Equipment & Plant	£2,800
<b>TOTAL (Net)</b>	<b>£12,000</b>

## THE METHOD AND COST OF FINANCING THE SCHEME

7. The existing 'Tesco Bags of Help' Grant has been awarded and allocated to this scheme:

Development	Award
Blackpool Road North Playing Fields Health Walk	£12,000
<b>Total</b>	<b>£12,000</b>

## FUTURE REVENUE BUDGET IMPACT

8. Due to the type of construction, on-going maintenance of the path will be minimal and will be covered from existing parks maintenance revenue budgets.

## RELEVANT VALUE FOR MONEY ISSUES

9. In order to ensure that value for money is achieved three quotations have been sought for all goods and services in accordance with the Council's contract procedure rules. Due to the nature of the work, cost implications and community based nature of this project, members of the Parks Development Team have approached HMP Kirkham Prison, who have agreed to provide the labour aspect of the build, at no cost, thus maximising the Tesco funding grant.

## RISK ASSESSMENT

10. A risk assessment has been carried out to identify and mitigate any risks associated with the project which is attached as Appendix 1.

## VIABLE ALTERNATIVES

11. The community group could have applied for the funding of the scheme, but it was felt that using the design, procurement and project management resources of the Parks Development Team would provide the best value for money.

## PROCUREMENT PATH (AND ANY DELEGATIONS AS REQUIRED)

12. Officers from Parks Development Team have led the procurement process. Initial quotations to implement the whole scheme were sought from 3 suppliers. Only two suppliers responded and the cost implications were such that alternative methods to construct the path were investigated, as the quotes far exceeded the budget.
13. To ensure maximum value for money of the £12,000 Tesco grant, Officers decided to partner with the HMP Kirkham outreach team, who have kindly offered to carry out the labour element free of charge, and to spend the grant on materials, equipment and plant hire.

14. Three quotations have been sought for the supply of materials, equipment and plant hire to the full value of £12,000. This is in accordance with the Council's contract procedure rules as no individual element exceeds £10,000.

#### **OBJECTIVES, OUTPUTS AND OUTCOMES**

15. Objectives, Outputs and Outcomes:

- Provide, safe and inclusive facilities
- Achieve the ambitions of the local community
- Improved access for all
- 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**

16. A plan showing the proposed layout of the health walk is included in Appendix 2.

#### **CONCLUSION**

17. The proposal is to work in partnership with HMP Kirkham to construct a new healthy walk as detailed in this report at Blackpool Road Playing Fields, St Annes, and to purchase the relevant materials and plant hire to the value of £12,000 for completion before 31<sup>st</sup> March 2017.

IMPLICATIONS	
Finance	<p>The Committee is requested to recommend to Finance &amp; Democracy Committee a fully funded addition to the 2016/17 capital programme in the sum of £12,000, to be fully-funded from a Tesco 'Bags of Help' Grant as detailed in the report.</p> <p>The Committee is also requested to recommend to Finance &amp; Democracy Committee to agree to the Council acting as accountable body for the scheme as detailed in the report.</p> <p>Furthermore, the Committee is requested to authorise expenditure in 2016/17 of £12,000 in respect of the proposed scheme to construct a Health Walk on Blackpool Road North Playing Fields subject to the necessary approvals from the Finance &amp; Democracy Committee, and the letting of the contract as set out in the report.</p>
Legal	None arising from this report
Community Safety	Provision of modern, accessible facilities is important in terms of providing diversionary activities
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	Due to the type of construction, on-going maintenance will be minimal and will be covered from existing parks maintenance revenue budgets
Health & Safety and Risk Management	The quotation requests included Health and Safety information which will be developed by HMP Kirkham prior to starting on site to safeguard the public and contractor personnel.

LEAD OFFICER	TEL	DATE	
Johanna Wood	01253 648636	12 <sup>th</sup> October 2016	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
none		

## Appendices

1. Committee Risk Assessment
2. Detailed Design and illustration

## Appendix 1

### Committee Risk Assessment Template

Directorate: Development Services		Date of Assessment: 12 October 2016		
Section: Parks & Greenspace		Assessment Team: Lisa Foden & Johanna Wood		
Assessment Activity / Area / Type: Improvements to the recreation area and associated landscape improvement works at Blackpool Road North, St. Anne's				
Do the hazards create a business continuity risk? No				
RISK DESCRIPTION	RISK SCORE (Likelihood x Impact)	RISK MITIGATION	RESIDUAL RISK SCORE (Likelihood x Impact)	RISK OWNER / RISK REGISTER
Increased maintenance implication for Fylde Borough Council.	4	Fylde Borough Council leases the site and acts as Owner/Tenant. As such maintenance implications will lie with FBC however, the maintenance of such a pathway is minimal	3	Lisa Foden
Failure of contractor to deliver to specification	9	The project will be managed by the Senior Development Officer in the Parks Development Team to ensure competent project delivery and budget management.	6	Johanna Wood

Possibility of personal injury to the public during the construction period.	8	A pre-contract health and safety plan will be developed with HMP Kirkham to ensure the safe operation within the site. Areas of active construction will be fenced off and information provided about safety aspects of the construction site. HMP Kirkham will carry five million pounds public liability insurance.	6	Johanna Wood
The new health walk fails to meet community or stakeholder aspirations.	6	The existing facility does not meet the need of the local community. This project is being developed in partnership with local residents and they will be involved throughout the project	3	Johanna Wood
Increased risks to the public as a result of the development.	6	A full risk assessment will be completed before the area is open to the public.	4	Johanna Wood
Project not delivered on time and funding not utilised.	9	Officers work closely with HMP Kirkham to ensure timely start on site.	6	Johanna Wood
Project overspend	9	Project officer to monitor & control costs and to procure materials and hire the plant.	6	Johanna Wood

Risk Likelihood

6 = Very High

5 = High

4 = Significant

3 = Low

2 = Very Low

1 = Almost impossible

Risk Impact

1= Negligible

2 = Marginal

3 = Critical

4 = Catastrophic

Multiply the likelihood by the impact and if the score is above 12 then mitigating action should be undertaken to reduce the risk. This action should be recorded and monitored in either a directorate or corporate risk register.