

Report of	Meeting	Date
Director of Business, Development and Growth (Introduced by the Executive Member for Economic Development and Public Service Reform )	Executive Cabinet	18 <sup>th</sup> November 2017

## **CORONATION RECREATION GROUND AND HARPERS LANE RECREATION GROUND UPDATE AND APPROVAL FOR IMPROVEMENTS**

### **PURPOSE OF REPORT**

1. To provide an update on the planned improvements for Coronation and Harpers Recreation Grounds and seek approval to commence the works.

### **RECOMMENDATION(S)**

2. To approve the proposed planned works and budget for Coronation Recreation Ground.
3. To approve the proposed planned works and budget for Harpers Lane Recreation Ground.
4. To approve the proposed procurement approach for phase one and delegate the contract award for phase one to the Executive Member for Economic Development and Public Service Reform.
5. To note the s106 funding to be used to fund the works as outlined in appendix 1
6. To approve that funding be allocated from council resources to deliver CCTV installation on both recreation grounds. Should the external grant funding bids be unsuccessful, the finance will be sought from Chorley Council to complete the full scheme as outlined.

### **EXECUTIVE SUMMARY OF REPORT**

7. The Play, Open Space and Playing Pitch Strategy 2014-19 set out the Council's plans to invest in local community assets using a mix of section 106 and Council resources. The programme for improvement was based on robust assessments of the quality and value of those assets, identifying those requiring improvements and replacement.
8. Coronation Recreation Ground and Harpers Lane Recreation Ground were identified in the action plan and over the past 12 months there has been engagement with elected members, particularly the relevant ward members and the local community to draw up plans and agree what is preferred.
9. Originally the package of work to review these parks included Tatton Recreation Ground as per the strategy however, given the opportunities to develop a comprehensive masterplan for this area, it was agreed that only short-term remedial works to maintain the safety of the park and eradicate any antisocial behaviour be undertaken.

10. This focus on Coronation and Harpers Recreation Grounds has enabled realignment of the available finance and for a more creative approach to the development of the sites, thinking about what the community want to see at these local assets and how they can be financed.
11. It is proposed that £449,000 be allocated to Coronation Recreation Ground and £207,000 be allocated to Harpers Lane Recreation Ground.
12. Subject to approval, the tender process will be started in December 2017 and delivery of phase one improvements is expected to be complete by June 2018.

<b>Confidential report</b> Please bold as appropriate	<b>Yes</b>	No
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<b>Key Decision?</b> Please bold as appropriate	<b>Yes</b>	No
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<b>Reason</b> Please bold as appropriate	1, a change in service provision that impacts upon the service revenue budget by £100,000 or more	2, <b>a contract worth £100,000 or more</b>
	<b>3, a new or unprogrammed capital scheme of £100,000 or more</b>	4, Significant impact in environmental, social or physical terms in two or more wards

## REASONS FOR RECOMMENDATION(S)

### (If the recommendations are accepted)

13. To deliver the commitments to improve Coronation and Harpers Recreation Grounds as included in the Play, Open Space and Playing Pitch Strategy.
14. To spend the Section 106 developer contributions which have been collected for these improvements
15. To maintain the assets and ensure they remain in good repair and therefore reduce any health and safety risk to the public and encourage inward investment in the Borough.
16. To promote the use of the space by the community and contribute to the health and wellbeing of the community.

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

17. To do no improvements. This is rejected because it could result in the loss of the section 106 developer contributions and increase the risk of those assets falling into serious disrepair which is a reputational health and safety risk.

## CORPORATE PRIORITIES

18. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	X	A strong local economy	
Clean, safe and healthy communities	X	An ambitious council that does more to meet the needs of residents and the local area	X

## BACKGROUND

19. The Play, Open Space and Playing Pitch Strategy 2014-2019 identified both Coronation Recreation Ground and Harpers Lane recreation ground as needing improvements. The table below illustrates the original suggested improvements and the proposed improvements following the consultation and engagement.

20. A review was undertaken of all of the town centre recreation grounds in 2017 with the Leader of the Council and Ward Members and a decision taken to allocate monies to Coronation Recreation Ground and Harpers Lane Recreation Ground as outlined in this report. As part of this exercise funding has been reallocated from Tatton Recreation Ground. This is to enable a wider masterplan to be developed for Tatton, taking into account the Councils wider adjacent ownerships such as the bus garage.

## 21. TABLE OF PROPOSED IMPROVEMENTS

	Original Planned Improvement	Plans following Member & Community Engagement	Total Proposed Budget Required
Harpers Lane Ground	Investment in replacing equipment, boundaries and safety surfacing in the play area.	New play area for 2 – 12 year olds. Improved ball court with artificial grass surfacing. Improved paths and circulation through the site. New railings and gate to the bowling greens. Refurbished railings and gates to the periphery of the site. New pump track. Improved landscaping and provisionally a basic refurbishment of the bowls hut. Installation of CCTV	£207,000
Coronation Recreation Ground	Resurfacing of the tennis courts and replacement of boundary mesh fencing and nets. New MUGA on double tennis courts.  Improvement to the footpaths.	Accessible open toilets and kiosk. Refurbished single tennis court, new toddler play area on the double tennis court. New MUGA and play equipment for young people. Fitness equipment. Refurbished railings and gates. Rebuilding of retaining walls and resurfacing of crazy paving path. Installation of CCTV.	£449,000

## FINANCING

22. The sources of funding for these improvements are existing Council reserves and capital receipts already committed to play and open space, along with Section 106 developer contributions, which are determined by the Supplementary Planning Document the Council adopted on open space. In the majority of cases, the section 106 agreement specifies the location and/or area radius within which, the money is to be spent and also a high level description of what the money is to be spent on.
23. Section 106 'pots' accumulate from pooling up to 5 contributions, there are restrictions which prevent more than 5 being pooled and this process can take some time as developments can often start years after a planning permission has been granted. Once all monies are collected, it is imperative that schemes are programmed and delivered as often there are clawback clauses on developer contributions.
24. £105,000 external funding has been applied for at Coronation Recreation Ground to maximise the improvements that can be delivered. This includes:
  - a bid for £30,000 which has been submitted to Lancashire Environment Fund (LEF) for the toddler play area (ages 2 – 8)
  - a bid has been submitted to Sport England Community Asset Fund for £75,000
25. Should these grants not be successful the scheme will be still be delivered and the funding as outlined in the point above allocated from council resources. A sum of £8,000 has already been received from a grant for the refurbishment of the single tennis court (Tesco Bags for Life funding). A further funding bid is proposed to be submitted to Fields in Trust for £5,000 Active Spaces Funding to provide finance to deliver structured sessions to engage the community to use the new facilities. An EMD report has given approval to permanently safeguard Coronation Recreation Ground and Harpers Lane Recreation Ground through a deed of dedication via Fields in Trust and attract external funding to the sites.
26. The table below provides the detail of the finance and Appendix One provides the details of the origins of the section 106 agreements including the original development and location of the site.
27. **Table of Finance**

<b>Funding Source</b>	<b>Coronation Recreation Ground</b>	<b>Harpers Recreation Ground</b>
Chorley Council Funding – Reserves or Receipts	£38,000	£171,500
Chorley Council CCTV funding	£15,000 estimate	£10,000 estimate
Section 106 Funding <i>See Appendix 1 for details</i>	£273,000	£25,500
External Grant funding	£118,000	£0
<b>Total Cash Budget</b>	<b>£444,000</b>	<b>£207,000</b>
Community/Sports Development Staff time to use new facilities.	£5,000 in kind	Officer time is also proposed
<b>Total Budget</b>	<b>£449,000</b>	<b>£207,000</b>

## PROCUREMENT

28. It is proposed that the works will be parcelled together and completed in three phases.

### Phase 1

29. Chorley Council are seeking to undertake an open tender process both on the chest and contracts finder at the end of November 2017. This process will appoint a contractor to deliver the first phase of improvements to Coronation and Harpers Lane Recreation Grounds, this ensures value for money and economies of scale due to much of the work being a similar spec at both sites.

30. The phase one work at Coronation Recreation Ground includes:

- the creation of new smooth surfaced footpath to replace the crazy paving
  - refurbished boundary railings and gates
  - rebuilding of retaining walls to the bowling greens.
- Quote for the single tennis court refurbishment comprising both polymeric and tarmac surfacing. This work will be awarded and implemented in Phase 1.

31. The phase one work at Harpers Lane Recreation Ground includes:

- resurfacing of existing footpaths and creation of new footpaths to improve circulation around the site
- refurbishment of the boundary railings and gates
- installation of new railings and gate to the bowling green
- installation of artificial grass to the ball court

The pre-tender estimate for delivery of this contract is £150,000. Phase 1 will carry out essential maintenance works that have been agreed through member engagement.

Refer to the Evaluation criteria for the tender process in Appendix two.

### Phase 2

32. The exact value of the works within Phase 1 will determine the budget remaining and therefore the fixed price set for the various play area projects identified in Phase 2.

33. Phase 2 at Harpers Lane Recreation Ground comprises the play elements of the project. These are proposed to be tendered as two separate design and build contracts owing to specialist design skills and equipment. These are intermediate value procurement projects.

Planned Improvement	Budget	Procurement Approach
New play area for ages 2 to 12 years	fixed price budget expected to be in the region of £70,000	Tendered to companies specialising in play areas to invited suppliers through the Chest.
Pump track for BMX bikes and scooters	fixed price budget expected to be in the region of £30,000	Tendered to companies specialising in wheeled sports to invited suppliers through the Chest.

34. It is considered that this strategy delivers best value for money as specialist companies are in competition with each other to provide the most for the budget allocated and win the tender. This will complete the project at Harpers Lane as delivery is not subject to external funding.

35. Phase 2 at Coronation Recreation Ground comprises of:

<b>Planned Improvement</b>	<b>Chorley Council Funding – Reserves or Receipts</b>	<b>Grant Funding outcome will be announced in January 2018.</b>	<b>Total funding for planned improvement</b>
A new multi-sport ball court	£50,000	£50,000 from Sport England	£100,000
Play areas for ages 2 to 8 years	£120,000	£30,000 from LEF	£150,000
Play areas for ages 8 years +	£40,000	£0	£40,000
Fitness zone (outdoor gym equipment)	£15,000	£15,000	£30,000
Phase 1 Tennis Court	£2,000 + (£8,000 secured funding)	£10,000 from Sport England	£20,000
<b>TOTAL</b>	<b>£235,000</b>	<b>£105,000</b>	<b>£340,000</b>

36. As the total value of this procurement is unknown at this stage owing to the tendering of Phase 1, the procurement approach will be determined once the grant funding is confirmed and the total cost of Phase 1 is fixed. The procurement of Phase 2 at Coronation Recreation Ground will be confirmed and approved by Exec Cabinet in February 2018.
37. The total value of Phase 2 at Coronation Rec could be £320,000 and require OJEU procurement subject to whether the procurement is classed as goods and services or works. The current thresholds for OJEU are £164,176 for 'Goods and Services' and £4.1 million for Works contracts. In this instance the Council are considering using ESPO Framework 115, Outdoor Playground, Fitness and Sports Facilities which is fully compliant with OJEU Regulations.

### **Phase 3**

38. On Coronation Recreation Ground the most popular improvement the public want to see are open toilets and a kiosk. A budget of £30,000 has been set aside by Chorley Council for works to renovate the existing building and make good the existing structure. It is proposed that the kiosk is improved in partnership with a 3rd party under a new catering lease; the proprietor would provide the investment to fit out the kiosk and also manage the toilets on site. This agreement would be in place before any works commenced. Phase 3 of the works to Coronation Recreation Ground will require planning permission. This is a joint project between Parks and Open Spaces, Property Services and Employment Skills and Business Support.
39. It is also proposed to install CCTV. This will again require planning permission if the mast is higher than 4m. This is being led by the Early Intervention Team. The installation will be packaged with other CCTV works.

## TIMETABLE

Action	Coronation	Harpers Lane
Detailed Specification and drawings complete for Phase 1	November 2017	November 2017
Tender Documentation Complete for Phase 1	November 2017	November 2017
Tender out Phase 1 works	December	December
Grant Funding Announcement for Coronation Rec	January 2018	
Tender returns for Phase 1 works. Evaluation and Contract Award	February 2018	February 2018
Tender out Phase 2 works on Harpers Lane for play area and pump track		February 2018
Exec cabinet report to update on progress and approve contract procedure for Coronation Rec Phase 2.	Feb 2018	
Phase 1 works underway on site.	April – June 2018	April – June 2018
Tender evaluation of Phase 2 and award contracts at Harpers Lane Rec.		April 2018
Phase 2 works carried out on site at Harpers Lane Rec.		May – July 2018

## REVENUE IMPLICATIONS

40. Streetscene will be involved in the refurbishment of the recreation grounds and the design of the new play areas through inputting into the specification and sitting on the evaluation team to ensure the new assets are sustainable. The investment in the whole is replacing like with like and will not incur extra revenue implications.

## NEXT STEPS

41. As part of the Central Lancashire Development Plan consultants are currently in the process of being appointed to review and reassess all open space sites across Chorley, Preston and South Ribble to write an updated strategy linking into the forthcoming local plan review and evidence base. This work will inform the 2020 – 2025 Open Space, Play Area and Playing Pitch strategy and subsequent Action Plan.

## IMPLICATIONS OF REPORT

42. This report has implications in the following areas and the relevant Directors' comments are included:

Finance	X	Customer Services	
Human Resources		Equality and Diversity	
Legal	X	Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

## COMMENTS OF THE STATUTORY FINANCE OFFICER

43. The current budgets included in the capital programme for the projects affected by this report and the current funding arrangements are as follows:

### Current Budget and Funding (£)

	<b>Tatton</b>	<b>Harpers</b>	<b>Coronation</b>	<b>Total</b>
Reserves	114,008	50,000	208,979	<b>372,987</b>
External Funding	0	0	0	<b>0</b>
S106	12,756	0	55,671	<b>68,427</b>
<b>TOTAL</b>	<b>126,764</b>	<b>50,000</b>	<b>264,650</b>	<b>441,414</b>

### Funding and Budget Proposed (£)

	<b>Tatton</b>	<b>Harpers</b>	<b>Coronation</b>	<b>Total</b>
Reserves	0	181,500	53,000	<b>234,500</b>
External Funding	0	0	118,000	<b>118,000</b>
S106	0	25,500	273,000	<b>298,500</b>
<b>TOTAL</b>	<b>0</b>	<b>207,000</b>	<b>444,000</b>	<b>651,000</b>

It is proposed that external funding and s106 fund the majority of these projects. If approved, the capital programme will be updated in November 2017 as part of the budget monitoring report to be presented to Executive Cabinet. Should the authority be unsuccessful in securing the external grant funding this short fall shall be made up from Council resources.

44. All s106 outlined in this report to fund the projects has been either invoiced or received

## COMMENTS OF THE MONITORING OFFICER

45. The proposed procedures are legally compliant and appropriate to this value procurement.

MARK LESTER  
DIRECTOR BUSINESS GROWTH AND DEVELOPMENT

<b>Background Papers</b>			
<b>Document</b>	<b>Date</b>	<b>File</b>	<b>Place of Inspection</b>
Play, Open Space and Playing Pitch Strategy 2014 – 19. Executive Summary		<a href="#">Exec Summary</a>	Modgov
			Modgov

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Lindsey Blackstock	5218	10/10/2017	***



**Appendix 1** - The origins of the section 106 agreements including the original development and location of the site

**Coronation Rec:**

<b>Purpose</b>	<b>Planning Application</b>	<b>Location</b>	<b>Amount</b>
Play Area Improvements(site specific)	11/01070/FUL	Cottam St, Chorley	£12,411.00
Play Area Improvements(site specific)	12/00944/FUL	36 Devonshire Rd, Chorley	£126.00
Play Area Improvements(pre 2010)	09/00665/OUTMAJ	Park Mills, Chorley	£30,473.00
New safety surfacing and play equipment	09/00745/FULMAJ	Quarry Rd, Chorley	£70,231.59
Providing or enhancing public open space	08/00910/OUTMAJ	Group 1 , Buckshaw*	£159,848.05
<b>TOTAL</b>			<b>£273,089.64</b>

\*The stipulation in the Group 1 Buckshaw Village legal agreement is that the sum has to be used by the Council for the purpose of providing or enhancing public open space within a two mile radius from Central Avenue Buckshaw. The agreement draws out the available funding area of which both recreation grounds are included within.

**Harpers Lane Rec:**

<b>Purpose</b>	<b>Planning Application</b>	<b>Location</b>	<b>Amount</b>
Play Area Improvements(pre 2010)	07/00871/FUL	Alker St, Chorley	£11,995.00
Improvement to amenity and playgrounds (site specific)	12/00435/FUL	Former St Joseph's School, Railway Rd, Chorley	£12,712.06
Play Area Improvements	07/00273/FUL	15 Southport Rd, Chorley	£666.00
Play Area (pre 2010)	14/00915/FUL	52 Bolton St, Chorley	£134.00
<b>TOTAL</b>			<b>£25,507.06</b>

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## Appendix 2 – Evaluation Criteria for phase 1 tender process.

### PHASE 1 TENDER PROCESS

The pre-tender estimate for the delivery of Phase 1 is £140,000.

For all high value procurements above £100,000, prior approval of the proposed contract award procedure including the evaluation criteria and weightings must be sought from Exec Cabinet.

It is recommended that Executive Cabinet Approval is granted to procure a contractor using the open tender process and the evaluation criteria identified.

The tenderers will be issued with full tender information including drawings, specifications and further contract information.

The full tender information will include Bills of Quantities to be completed by the tenderers.

The tender documentation will also request further information on phasing, methodology and programme/resources to inform further quality evaluation.

### EVALUATION OF TENDERS

The evaluation criteria are as follows:

#### Cost 70% of overall score

The lowest tendered cost indicated in the Pricing Schedule will be awarded the full 70% cost score. Other bids will be awarded a percentage score pro-rate to this using the following formula:

$$\text{Total Lowest Bid Cost} / \text{Total Individual Bid Cost} \times 70$$

#### Quality 30% of Overall Score

Quality criteria will be as follows:

Criteria	Max potential Score	Weighting	Total Maximum Potential Score
(i) Provision of a phasing plan addressing the need to keep access to parts of recreation ground open at all times.	5	1	5
(ii) A description of the approach to this contract and the methodology to be employed, including proposals for mitigating identified risks.	5	2	10
(iii) Programme of works including level of resources for each activity in accordance with the Works Information. This is required to enable the Council to judge a tenderer understands and approach to the project and their ability to complete the works using the methods and resources proposed.	5	2	10
(iv) Experience of similar works in the last 3 years.	5	1	5

All responses will be assessed based on the following scoring methodology:

0 Inadequate	Significant indications that company / proposal lacks certain requirements in this area to achieve the required standard of service delivery /
1-2 Concerns	Some concerns that company / proposal may lack certain requirements in this area to achieve the required standard of service
3-4 Potential	Information indicating potential to deliver outcomes
5 Capable	Comprehensive and strong information indicating company / proposal capable of delivering outcomes to required standard