

**EXECUTIVE MEMBER DECISION MAKING
(LEISURE AND COMMUNITY)**

Date: Monday, 2 June 2014

Time: 4:15 pm

Venue: Executive Meeting Area - Civic Offices

Executive Member: Councillor Mrs C L A Hockley, Executive Member



1. Report Published

To consider the following matters for decision for which reports have been published:-

Key Decision(s)

- (1) Award of Contract - Fareham Skate Park (Pages 1 - 6)**

Non-Key Decision(s)

- (2) Community Fund Application - Portchester Bowling Club (Pages 7 - 8)**
- (3) Community Fund Application - Stubbington Seniors Table Tennis Club (Pages 9 - 10)**
- (4) Community Fund Application - Oasis Youth Club (Pages 11 - 12)**
- (5) Community Fund Application - Fareham/Pulheim Twinning Association (Pages 13 - 14)**
- (6) Community Fund Application - Fareham Art Trail (Pages 15 - 16)**
- (7) Community Fund Application - 15th Fareham Scout Group (Pages 17 - 18)**

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22 May 2014

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FAREHAM

BOROUGH COUNCIL

Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Award of Contract – Fareham Skate Park Project
Report of:	Director of Community
Strategy/Policy:	Leisure Strategy
Corporate Objective:	Leisure for Health and Fun

Purpose:

This report considers the tenders received for the design, supply and installation of a new concrete skate park at Park Lane Recreation Ground and recommends an award of contract for the works.

Executive Summary:

A programme of community consultation has been undertaken as part of a project to develop a vision for improving Park Lane Recreation Ground. The outcomes of the consultation identified a number of new facilities and improvements to the recreation ground which will be implemented over the next five years on a planned, phased approach when funding becomes available, these include:

- A new concrete skate park
- Relocation and refurbishment of the children's play area
- Items of outdoor gym equipment
- An all-weather multi-sports facility
- Landscaping and environmental improvements

As a result of the need to decommission the existing skate park and integrate additional features to the tendered scheme, there is an increase in the cost of £20,000 from the original budget figure. The supplier awarded the contract will carry out these additional works as part of the programme of works.

This additional funding can be met from the existing budget available for improvements to Park Lane Recreation Ground which is included in the current Open Space Improvements Programme.

This report provides the Executive with information regarding the tenders received for the proposed skate park improvement works programme and seeks a decision on the award of contract.

Recommendation/Recommended Option:

The Executive Member agrees:

- (a) That £20,000 from the existing Open Space Improvements Programme for improvements to Park Lane Recreation Ground, be allocated to decommission the existing skate park and integrate additional features to the tendered scheme;
- (b) That the tender submitted by the contractor ranked 1 (as set out in the confidential appendix), being the most advantageous tender received, be accepted and the contract awarded to the company.

Reason:

To provide a larger and more challenging facility that will be suitable for both novice and more advanced skaters and BMX riders.

Cost of proposals:

The total cost of the works to build and install the new skate park facility at a cost of £120,000 is to be met from the Councils Open Space Improvement Programme, subject to the Executive award decision.

Appendices:

A: Tender Prices and Evaluation Table

Exempt by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Background papers: September 2011, Leisure and Community Policy Development and Review Panel - Park Lane Recreation Ground Vision Report

Executive Briefing Paper

Date: 2 June 2014

Subject: Award of Contract – Fareham Skate Park Project

Briefing by: Director of Community

Portfolio: Leisure and Community

INTRODUCTION

1. As part of the Open Space Improvement Programme (as approved annually by the Executive) the Council will be undertaking a series of leisure improvements at Park Lane Recreation Ground over the next five years. Due to the financial implications a vision has been developed that will enable site improvements to be implemented on a planned phased approach, when funding becomes available. This report details phase 1 of the proposed improvements, to improve and relocate the skate park facility at Park Lane Recreation Ground
2. There is an additional cost of £20,000 to decommission the existing skate park and integrate an additional feature to the tendered scheme. This is to be funded from the budget available for improvements to Park Lane Recreation Ground which is included in the existing Open Space Improvements Programme.
3. This additional cost has resulted in a budget increase for the tender from £100,000 to £120,000 to enable one integrated and compatible skate facility to be built in a new location.
4. An invitation to tender for this project was issued on the 17th December 2013 via the South East Business Portal to the three (3) suppliers listed on the Eastern Shire Procurement Ordering (ESPO) framework agreement (Ref no. ESPO115).

PROPOSAL

5. On the 24th January 2014 three tenders were received and opened by Democratic Services and the Procurement Officer. The tender price details are presented in the confidential appendix A.

EVALUATION PROCESS

6. The contract documents defined a pre-determined scoring mechanism whereby tenders are assessed on price, service and quality including play value.
7. The tender submissions were evaluated and the scores weighted as specified in the invitation to tender. The scores and ranking for all three tenders received are represented in the confidential appendix A.

8. Tenderers were required to complete a 'Tenderers Compliance and Response' pro-forma. This enabled officers to score the quality and service elements of their submission, assessing their method of approach to delivering the service.
9. Based on the evaluation of the tenders received, the three bids have been ranked in order of economic advantage to the Council. The most advantageous supplier, which achieved the highest overall combined score, is recommended for the award of the contract.

RISK ASSESSMENT

10. Many of the usual and identifiable risks initially present in this type of project have been negated through the council's rigorous and structured procurement process.
11. All suppliers have undergone all of the checks associated in order to be part of the ESPO framework agreement (No. ESPO 115) for the provision of this type of work/supply.
12. Regular monitoring will take place and a series of project progress meetings will be held during the course of the implementation to reduce potential risks.

FINANCIAL IMPLICATIONS

13. The works and charges associated with this contract will be financed from the Open Space Improvement Programme.

CONCLUSION

14. Three valid tenders were received for the provision of a new skate park facility in Park Lane Recreation Ground. It is recommended that the most advantageous tender received, ranked 1st in the confidential appendix to this report, be accepted and a contract award for the agreement

Reference Papers:

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

FAREHAM

BOROUGH COUNCIL

Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Community Fund Application – Portchester Bowling Club
Report of:	Director of Finance and Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

This report presents an application for funding under the Council's Community Fund Programme.

Executive Summary:

Mrs Brenda Webb on behalf of the Portchester Bowling Club has applied for funding of £899.00 for the purchase of an outdoor bowling green/astro-turf vacuum.

The bowling green playing surface at the club has recently been installed. The equipment is required to enable the club to keep the bowling green in a good clean condition and within the terms of the guarantee for the playing surface. This will also extend the longevity of the playing surface.

Ward councillors for Portchester East, Cllrs Price, Norris & Fazackarley, have been consulted on the proposal and have responded to give their full support. The Community Action Team Portchester Chairman Cllr Walker has also commented in support of the application.

Recommendation:

That the application for £899.00 from Fareham Borough Council's Community Fund Programme submitted by Portchester Bowling Club for the purchase of an outdoor bowling green/astro-turf vacuum be approved.

Reason:

This application meets the agreed Community Funding Programme criteria for financial support for community projects.

Cost of Proposals:

The total cost of this project will be £899.00 and can be met from within the existing budget for the Community Fund Programme.

Risk Assessment:

There are no risks associated with this application.

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BOROUGH COUNCIL

Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Community Fund Application – Stubbington Seniors Table Tennis Club
Report of:	Director of Finance and Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

This report presents an application for funding under the Council's Community Fund Programme.

Executive Summary:

An application for funding of £1,014.94 has been received from Mr Derek Ballard of the Stubbington Seniors Table Tennis Club, to purchase table tennis training equipment.

The non-profit making club is based at Crofton Community Centre and is primarily aimed at the over 50's, encouraging members to keep active and mix socially.

The funding would be used to purchase the training equipment, practice balls and fabric screens to separate those using the equipment from those playing matches at the centre.

The equipment will be used to bridge a coaching gap within the club and will be made available to other clubs based at Crofton Community Centre.

CAT Chairman, Councillor Mandry, Councillor Mrs Mandry and Councillor Forrest were supportive of the bid.

Recommendation:

That the application for £1,014.94 from Fareham Borough Council's Community Funding Programme, submitted by the Mr Derek Ballard for the Stubbington Seniors Table Tennis Club to purchase training equipment be approved.

Reason:

This application meets the agreed Community Funding Programme criteria for financial support for community capital projects.

Cost of Proposals:

The total cost of this project will be £1,014.94 and can be met from within the existing budget for the Community Fund Programme.

Risk Assessment:

There are no identified risks.

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BOROUGH COUNCIL

Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Community Fund Application – Titchfield Community
Report of:	Association - Oasis Youth Club
Strategy/Policy:	Director of Finance and Resources Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

This report presents an application for funding under the Council's Community Fund Programme.

Executive Summary:

Peter Mills, Treasurer of Titchfield Community Association and Chairman of the Oasis Youth Club Steering Group has requested funding of £1,190 to replace the carpet in the Oasis Youth Club.

The existing carpet is fraying at the joins and edges and holes are beginning to form. It needs replacing within the next 3 months to ensure the young people using it are safe from trip hazards.

The proposed new carpet will be in a single piece, thus avoiding damage at the joins, and will be of a suitable design to allow movement of the pool table and other equipment without causing marks or more serious damage.

Oasis is an open access youth club with a good reputation for helping disadvantaged children and young people in the village. Oasis provides a range of activities for young people and also offers counselling and mentoring where particular needs are identified.

Councillor Miss Tiffany Harper, Chairman of Titchfield Community Action Team supports the application.

Recommendation:

That the application for £1,190 from Fareham Borough Council's Community Funding Programme, submitted by Peter Mills, Treasurer of Titchfield Community Association and Chairman of the Oasis Youth Club Steering Group, to provide a replacement carpet at Oasis Youth Club be approved.

Reason:

This application meets the agreed Community Funding Programme criteria for financial support for community projects.

Cost of Proposals:

The total cost of this project will be £1,190 and can be met from within the existing budget for the Community Fund Programme.

Risk Assessment:

There are no risks associated with this application.

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BOROUGH COUNCIL

Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Community Fund Application – Fareham/Pulheim Twinning Association
Report of:	Director of Finance and Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

This report presents an application for funding under the Council's Community Fund Programme.

Executive Summary:

David Lockett, Chairman of the Fareham/Pulheim Twinning Association is seeking £750.00 to purchase engraved slate plaques for members of both Fareham and Pulheim Twinning Associations to celebrate the 30th Anniversary of the twinning.

It is proposed that the members of the Pulheim Association are given their engraved slate plaques during a visit in June and members of the Fareham Association will receive their plaques in October during an anniversary dinner.

The Association is requesting the full amount from CATs funding of £750.00

Councillor Howard as Chairman of Fareham Town CAT area is supportive as are Councillor Mr and Mrs Bryant.

Recommendation:

That the application for £750.00 from Fareham Borough Council's Community Funding Programme, submitted by David Lockett, Chairman of the Fareham/Pulheim Twinning Association be approved.

Reason:

This application meets the agreed Community Funding Programme criteria for financial support for community capital projects.

Cost of Proposals:

The total cost of this project will be £750.00 and can be met from within the existing budget for the Community Fund Programme.

Risk Assessment:

There are no identified risks

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Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Community Fund Application – Fareham Art Trail
Report of:	Director of Finance and Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

This report presents an application for funding under the Council's Community Fund Programme.

Executive Summary:

Beth Davis-Hofbauer from Live Art Local has requested £4,201.00 to assist with the setting up of a Fareham Art Trail. The art trail will run from Saturday 23 August 2104 to 30 August 2104.

The idea is to engage the local community, groups, schools and individuals by running art workshops with the aim of exhibiting their work. Various venues and businesses will become temporary art galleries for the duration of the event, free of charge.

Beth Davis-Hofbauer will be running public art events in the town centre and other venues within the art trail which will include magnetic miniature street art. The events will be free for all to attend.

The art trail will also enable local artists to show and sell their work in the town and will involve the wider community in viewing art and be involved in art workshops. It will also assist the local businesses that become temporary art galleries to attract new clients.

The funding will be used for the production and printing of flyers, setting up a website, banners, the hiring of two ramps so venues that are currently inaccessible via wheelchair can be accessed. CATs funding will also be used for placing of advertisements in local magazines and art material to enable the workshops to function. Beth Davis-Hofbauer does not currently have any revenue streams of her own but will be contributing to the project by way of her time.

Councillor Howard as Chairman of Fareham Town CAT area is supportive as are Councillors Mr and Mrs Bryant.

Recommendation:

That the application for £4,201.00 from Fareham Borough Council's Community Funding Programme, submitted by Beth Davis-Hofbauer from Live Art Local be approved.

Reason:

This application meets the agreed Community Funding Programme criteria for financial support for community capital projects.

Cost of Proposals:

The total cost of this project will be £4,201.00 and can be met from within the existing budget for the Community Fund Programme.

Risk Assessment:

There are no identified risks.

FAREHAM

BOROUGH COUNCIL

Report to the Executive Member for Leisure and Community for Decision

Portfolio:	Leisure and Community
Subject:	Community Fund Application – 15th Fareham Scout Group
Report of:	Director of Finance and Resources
Strategy/Policy:	Community Engagement Strategy
Corporate Objective:	Strong and Inclusive Communities

Purpose:

This report presents an application for funding under the Council's Community Fund Programme.

Executive Summary:

Ron Unsted, Treasurer of the 15th Fareham Scout Group is seeking £3,192.00 to assist with the re-roofing of the scout hut/store.

The roof of the scout hut/store leaks and is in need of replacement. This will include the removal and disposal of the old roof and the replacement and materials for the new roof. All works will be carried out by a qualified contractor. This will enable the equipment stored in the hut to be kept secure and dry.

The Scout Group are requesting the total cost of the project. The Scout Group does have reserves of £8,000 but this is used for unexpected costs and capital purchases.

Councillor Steadman is supportive of the application as is Councillor Howard as Chairman of the Fareham Town CATs area.

Recommendation:

That the application for £3,192.00 from Fareham Borough Council's Community Funding Programme, submitted Ron Unsted, Treasurer of the 15th Fareham Scout Group be approved.

Reason:

This application meets the agreed Community Funding Programme criteria for financial support for community capital projects.

Cost of Proposals:

The total cost of this project will be £3,192.00 and can be met from within the existing budget for the Community Fund Programme.

Risk Assessment:

There are no identified risks