

<b>Cabinet Meeting</b>	<b>Agenda Item:</b>
<b>Meeting Date</b>	16 <sup>th</sup> March 2022
<b>Report Title</b>	Procurement of the design and installation of new play area at Millfield Open Space Faversham
<b>Cabinet Member</b>	Cllr. Angela Harrison, Cabinet Member for Health and Wellbeing
<b>SMT Lead</b>	Emma Wiggins, Director of Regeneration and Neighbourhood
<b>Head of Service</b>	Martyn Cassell, Head of Commissioning, Environment & Leisure
<b>Lead Officer</b>	Rob Lucas, Greenspace Technical Officer
<b>Key Decision</b>	Yes
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	1. That the Cabinet approves the award of contract to company B for the design and installation of a new play area at Millfield Open Space Faversham.

## **1 Purpose of Report and Executive Summary**

- 1.1 The purpose of this report is to inform Cabinet of the outcome of the recently undertaken tender process for the design, and installation of a new play area at Millfield Open Space Faversham.

## **2 Background**

- 2.1 As part of Swale Borough Council's Play Improvement Plan significant investment has been made in the refurbishment of priority play equipment across the Borough.
- 2.2 The existing play equipment at Millfield Open Space was installed in 1989 with some minor upgrade work completed in 2001. The equipment provides moderate play value across the toddler, junior and teenage ranges. The equipment is now showing significant signs of wear and is subject to regular visits by both the Play Area Inspection and Maintenance Officers and external sub-contractors to affect repairs. During the recent annual independent inspection 'class A' defects were identified resulting in the play area having to be temporarily closed and further expensive repairs having to be carried out.
- 2.3 A specification was drawn up to increase the play value across all the age ranges, meet all relevant EN/BS standards and guidance, be inclusive for all and to allow access in line with DDA requirements.

The specification included:

- The removal of all toddler, junior and teen play equipment, bins, furniture, fence lines, gates, play surfaces and subterranean bases (where necessary).

- Installation of a 1m high fence, 2x access gates, 1x maintenance gates, 1x bin, 1x picnic bench, 2x seats, 6x pieces of toddler equipment, 3x pieces of junior equipment, 3 pieces of teen equipment, sub-terranean bases (where necessary), safer surfacing around all equipment and 500 linear metres of 1.2metre wide 'eco-mulch' pathway for access.
- 2.4 A maximum budget of £155,000.00 was set with funding from:
- £59,000.00 – KCC funding for Community Parks from COMF
  - £96,000.00 – S106 funding
- 2.5 The opportunity was advertised in accordance with current contract standing orders, with interested parties asked to complete an Invitation to Tender. Two tenderers replied with both detailed designs and submissions.
- 2.6 The tenders were evaluated using a 40% price and 60% quality scoring criteria to ensure design considerations, play value (accessibility, challenge, sensory engagement, social engagement, learning), guarantees and social value were given sufficient weighting.
- 2.7 A panel of 3, consisting of the Leisure & Technical Services Manager, Greenspaces Manager and Greenspace Technical Officer was set up to evaluate each submission against the set criteria.
- 2.8 The evaluation scores for each project were as follows:

<b>Company</b>	<b>Tender Price (£)</b>	<b>Price Score</b>	<b>Quality Score</b>	<b>Overall Score</b>
A	151,000.00	40.00	50.35	90.35
<b>B</b>	<b>154,902.67</b>	<b>38.99</b>	<b>52.57</b>	<b>91.56</b>

- 2.9 This was a very technical tender, and a large amount of scrutiny was undertaken on both the design and the responses to the quality questions.

### **3 Proposals**

- 3.1 Cabinet is requested to approve the proposal to enter into a contract agreement with company B for the removal of the existing play equipment and the installation of new play areas as outlined in their design and tender submission.

### **4 Alternative Options**

- 4.1 A decision could be taken to re-tender on a reduced price however this is not recommended as the play value and social value provided would be greatly reduced, furthermore we have achieved external funding to delivery at this level.
- 4.2 A decision could be taken not to proceed with the project however this is not recommended as both the existing equipment is beyond its life expectancy which

is resulting in both costly maintenance and repairs and, a continuing shortfall in DDA compliance.

## 5 Consultation Undertaken or Proposed

- 5.1 Swale Borough Council engaged with the Millfield Community Group to liaise with local residents, schools, stakeholders, and interest parties. Feedback from the liaison process fed into the specification requirements listed.
- 5.2 Cabinet Member for Health and Wellbeing was kept informed throughout the process.

## 6 Implications

Issue	Implications
Corporate Plan	For the Corporate Plan, this issue will fall under the public realm improvements. The project is part of the coalition's priority on improving the public realm and facilities available to residents.
Financial, Resource and Property	<p>Funding for the scheme comprises of:            £95,902.67 – S106 contribution funding            £59,000.00 – KCC funding for Community Parks from COMF</p> <p>Ongoing maintenance of the new site will be within the Council's existing revenue budgets</p>
Legal, Statutory and Procurement	<p>Swale Borough Council's Legal Team will provide the necessary support to complete the contracts using the Council's current standard Terms and Conditions.</p> <p>There were no TUPE considerations for this contract.</p> <p>The tender was undertaken following the Council's Commissioning and Procurement Policy and Contract Standing Orders.</p> <p>Public Services (Social Value) Act 2012 – Economic, Environmental and Social Values were considered and evaluated as part of the ITT submission.</p>
Crime and Disorder	As is the nature of all open space it does provide opportunity for vandalism/anti-social behaviour however the provision of appropriate facilities for children and young adults will hopefully assist in achieving the targets for the reduction of vandalism and other crime and disorder.
Environment and Climate/Ecological Emergency	The chain management of the steel to be used has been evaluated as part of the tender submission.

	Suppliers exhibited their environmental credentials as part of the tender covering supply of materials, local sub-contractors, recycling of materials etc.
Health and Wellbeing	The provision of improved outdoor facilities for toddlers, juniors and young adults of all abilities with a range of equipment will encourage healthy activity, social interaction and mental wellbeing.
Safeguarding of Children, Young People and Vulnerable Adults	<p>During installation the area will be closed off with 2m temporary fencing.</p> <p>Play area will be enclosed with 1.2m fencing and equipped with self-closing gate mechanisms.</p> <p>Equipment for toddlers, juniors and teens will be set within their own zones with areas for appropriate adults to attend included.</p>
Risk Management and Health and Safety	<p>CDM 2015 regulations will apply to the removal of old equipment and the installation of the new play area design. This will be monitored by Council staff throughout the build process and hand over period.</p> <p>Once installed the equipment will fall under the current play area inspection regime which follows EN1176.2.6.2 guidance. This includes:</p> <ul style="list-style-type: none"> <li>• Weekly visual inspections by Environmental Wardens</li> <li>• Monthly formal inspections by Play Area Inspectors</li> <li>• Annual external inspection by SBC Insurers</li> </ul> <p>Any identified faults will be repaired, initially through the warranty process and subsequently by the Play Area Inspectors.</p> <p>Play Areas are cleansed 5 times a week (April to September) and 3 times a week (October to March) by the Council's Waste contractor.</p>
Equality and Diversity	Specification has been designed and scored to best benefit the widest selection of children and young adults as well as meeting disability and access requirements.
Privacy and Data Protection	N/A

## **7 Appendices**

7.1 The following documents are to be published with this report and form part of the report:

- Appendix 1: Design Images of play area facilities
- Appendix 2: Design Images of overhead view

## **8 Background Documents**

Not applicable.