

Cabinet Meeting		Agenda Item: 9
Meeting Date	7 December 2016	
Report Title	Awarding of Contract - New play areas, new trim trail and play area improvements.	
Cabinet Member	Cllr David Simmons, Cabinet Member for Environment and Rural Affairs	
SMT Lead	Dave Thomas	
Head of Service	Dave Thomas	
Lead Officer	Daniel Gooch	
Key Decision	Yes	
Classification	Open	
Forward Plan	Reference number:	
Recommendations	<ol style="list-style-type: none"> 1. That the contract for the Thistle Hill Play areas be awarded to HAGS-SMP, for the sum of £169,976.98. 2. That the contract for the Thistle Hill Trim Trail be awarded to Wicksteed Playgrounds, for the sum of £33,385.00. 3. That the contract for the 'all-inclusive' play equipment at King George's Playing Field, Sittingbourne be awarded to Proludic Ltd, for the sum of £5,300.00. 4. To delegate authority to the Head of Commissioning and Customer Contact and Head of Legal, in consultation with the Cabinet Member for Environmental and Rural Affairs, to complete the contract awards. 	

1 Purpose of Report and Executive Summary

1.1 This report provides an explanation of the tender process to appoint contractors to undertake the following:

- design and installation of new Toddler and Junior Play areas at Thistle Hill;
- design and installation of new exercise trim trail at Thistle Hill Community Woodland; and
- design and installation of additional 'all-inclusive play' equipment at King George's Playing Field, Sittingbourne.

1.2 Following the tendering process and evaluation by an assessment panel, this report requests authority to award the three contracts to the winning tenders.

2 Background

- 2.1 The Council has invested significantly in the refurbishment of priority play equipment across the Borough. The major projects completed to date include repainting and replacement of parts at Leysdown Coastal Park, Minster Leas outdoor gym equipment, Rushenden Hill play area embankment steps, Reedland Crescent play area (Faversham), and Sittingbourne Recreation Ground play area.
- 2.2 On top of this, SBC is in receipt of S106 funding for the development of new play areas and trim trail at Thistle Hill, as well as a small external fund for 'all inclusive' play at King George's Playing Field play area. Commuted sums assist with the ongoing maintenance of these additional play facilities.

ESPO Framework

- 2.3 Swale Borough Council has used the ESPO Framework 115 to obtain designs and quotes from leading play companies for these works. The ESPO Framework is a national framework agreement which uses standardised criteria to help public bodies make decisions on suitability, and replaces the need for Council officers to ask play companies to complete a pre-qualification questionnaire. All play companies on the Framework are pre-approved, thus reducing Council staff time in the procurement process. It is a requirement under the Framework to invite all relevant companies on each corresponding lot to submit a bid.

Thistle Hill Toddler and Junior Play Areas

- 2.4 The play areas, suitable for toddlers (0-6 years) and juniors (6-12 years), were set out as part of the planning permission for the new Thistle Hill housing development, along with a number of other 'satellite' play areas already installed in the last few years.
- 2.5 They will be situated in the already landscaped and fenced area next to the Thistle Hill Community Centre in Laurel Road, and are intended to be the destination play areas of the development.
- 2.6 Nine play companies were contacted (as per the ESPO Framework) to submit designs. The specification included providing themed play areas taking inspiration from the history of the Isle of Sheppey. Eight different designs were received.

Thistle Hill Community Woodland Trim Trail

- 2.7 An exercise trim trail (12 years and older) was also set out as part of the planning permission for the new Thistle Hill housing development, to provide facilities for older children and adults to keep fit and enjoy social activities outdoors. This is also exclusively funded from the developer s106 contributions.

2.8 Six play companies were contacted via the ESPO Framework to submit designs for the Trail. The specification requested a mixture of traditional fitness equipment along with recent innovations, supported by informative signage. Four designs were received.

King George’s Playing Fields, additional ‘all-inclusive’ equipment

2.9 Following the successful award of external funding for additional ‘all-inclusive’ equipment at KGV Playing Fields in Sittingbourne, the opportunity was taken to tender for this works along with the above projects.

2.10 Nine play companies were contacted via the ESPO Framework to submit designs. The specification was designed to maximise a small budget by using a range of small items of equipment which will fit between existing play equipment. Six designs were received.

2.11 Each of the designs were evaluated against set criteria of price alongside a combined quality score based on play value, guarantees, product range, and presentation of tender.

2.12 Consultation was also added to the evaluation process to help understand the wishes of local residents. Further detail of this is set out in Section 5 below.

Evaluation

2.13 The evaluation scores for each project were as follows:

Company	Price Score	Quality Score
Thistle Hill Play Areas		
A	10	56
B	10	64
C (HAGS-SMP)	10	78
D	8	78
E	8	63
F	8	73
G	8	51
H	8	51
Thistle Hill Community Woodland Trim Trail		
A	10	81
B	10	78
C	0	76
D (Wicksteed)	10	82

King George's Playing Field 'all-inclusive' play equipment		
A	10	71
B	10	73
C	10	76
D	10	74
E (Proludic)	10	77
F	10	70

3 Proposals

- 3.1 It is recommended that the contract for the Thistle Hill Play areas be awarded to **Option C – HAGS-SMP for the sum of £169,976.98**. See Appendix I for winning design.
- 3.2 It is recommended that the contract for the Thistle Hill Trim Trail be awarded to **Option D - Wicksteed Playgrounds for the sum of £33,385.00**. See Appendix II for winning design.
- 3.3 It is recommended that the contract for the 'all-inclusive' play equipment at King George's Playing Field, Sittingbourne, be awarded to **Option E – Proludic Ltd for the sum of £5,300.00**. See Appendix III for winning design.
- 3.4 To delegate authority to the Head of Commissioning and Customer Contact and Head of Legal, in consultation with the Cabinet Member for Environment and Rural Affairs, to complete the contract awards.

4 Alternative Options

- 4.1 To consider awarding the contract to an alternative contractor who submitted a tender for the works. This is not recommended as the above companies outlined in Section 3 are considered to be the most suitable contractors for the works, following Swale's procurement and evaluation processes.
- 4.2 To not continue with the projects: this is not recommended, as the funding provided by the housing developer and external funding is ring-fenced for the specified projects, and would result in the community not benefitting from identified play need.

5 Consultation Undertaken or Proposed

- 5.1 A Public Consultation was held at the site of the new Thistle Hill playground on Saturday 22 October. This consultation outcome accounted for 20% of the final evaluation score. To encourage participation, an activity day was held with arts and crafts activities and a bouncy castle for the children to enjoy.

- 5.2 Leaflets were distributed to over 750 primary school pupils from Thistle Hill Academy and Minster-on-Sea Primary School. Leaflets and posters were also distributed to residents living in close vicinity to the new play areas and trim trail. A press release was also issued which was picked up by local papers and BRFM, including a radio interview. The play area and trim trail designs were published on Facebook, which attracted over 14,000 views.
- 5.3 Over 300 people attended the day, with 118 questionnaires completed.
- 5.4 The designs and information were also available to view from Monday 24 October to Friday 28 October 2016 at Minster Parish Council Offices, and discussed at the Parish Council Planning and Transportation meeting on Thursday 3 November 2016. The Parish Council support the proposals set out in sections 3.1 and 3.2, and they have also commented positively on the public consultation process.
- 5.5 Consultation has also taken place with the Commissioning and Procurement Team throughout the tendering process to ensure that Swale's procedures have been followed.

6 Implications

Issue	Implications
Corporate Plan	<p>A borough to be proud of – protect and improve the natural and built environments.</p> <p>A community to be proud of – encourage active communities and improve health.</p> <p>A Council to be proud of – improve residents' perceptions.</p>
Financial, Resource and Property	<p>Funding for the Scheme has come from S106 developer contributions and external funding, and as such there will be no requirements for funding from Swale Borough Council.</p> <p>Ten year commuted sum contributions have been provided by the developer for ongoing maintenance of the new sites, alongside existing play maintenance budgets.</p>
Legal and Statutory	<p>The ESPO Framework has been accepted as an appropriate procurement procedure by Legal, Finance, and Contracts and Commissioning.</p> <p>The Legal Team will provide the necessary support to complete the contracts.</p>
Crime and Disorder	<p>Providing appropriate facilities for children and young adults will assist targets to reduce crime and disorder.</p>
Sustainability	<p>The play equipment is offered with guarantees on certain parts up to 20 years. Play equipment maintenance will be managed by existing staff and contractors.</p>

Health and Wellbeing	Improved outdoor facilities for all ages and abilities with a range of equipment.
Risk Management and Health and Safety	<p>Play equipment will fall under the current play area inspection and maintenance regime:</p> <ul style="list-style-type: none"> ▪ inspected at least weekly, quarterly (Environmental Wardens) and six monthly (Zurich); ▪ litter picked five times a week (April to September); and ▪ litter picked three times a week (October to March). <p>Part of the evaluation process was to ensuring that the designs and equipment meet current British and European standards.</p> <p>CDM 2015 regulations apply and will be monitored throughout the construction of the play areas and trim trail.</p>
Equality and Diversity	Evaluation scoring included considering the equipment for access to all. The proposed designs were scored as benefiting the widest selection of children and abilities.
Social Value	<p>Sustainable materials are to be used wherever possible by the contractors. The wood to be used for the trim trail is from forests with certified tree replacement programmes.</p> <p>Whilst the contractors are not within the local area, each offer apprenticeship schemes within their localities.</p>
Commissioning & Procurement	Advice has been sought from the Commissioning Officer throughout this process to ensure it meets the appropriate procedures.

7 Appendices

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

- Appendix I – Thistle Hill Play Area design
- Appendix II – Thistle Hill Trim Trail design
- Appendix III – King George’s Playing Fields design

8 Background Papers

8.1 None.