

Queens Park Pitch Improvement Project – Tender Evaluation and Contract award report

Date: 25th July 2022

Report of: Outdoor Recreation Officer, Parks and Countryside

Report to: Chief Officer Parks and Countryside

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Appendix 1 is confidential under access to information rule 10.4.3

What is this report about?

To seek approval from the Chief Officer Parks and Countryside to:

Inject £192,901.80 of external funding into the improvement of football pitches and ancillary facilities at Queens Park, Pudsey for the benefit of Pudsey Juniors football club.

Grant authority to spend £192,901.80 on the improvement of football pitches and ancillary facilities at Queens Park, Pudsey.

The project includes the improvement of 3 youth and junior football pitches to include a 12 month maintenance programme. To provide a new modular unit to consist of a kitchen area and toilet, 2 metal storage containers and portable goalposts and a post and rail fence with 3 metre wide gate.

Report the results of the tender evaluation process and seek approval to award a contract to the successful contractor for the football pitch improvement works at Queens Park, Pudsey.

Including how it contributes to the city's and council's ambitions

Best Council Plan 2020 - 2025

- Supporting healthy physical active lifestyles
- Being responsive to local needs, building thriving resilient communities
- Improving social, emotional and mental health and wellbeing

Outcomes:

- Enjoy, happy, healthy, active lives
- Enjoy greater access to green spaces, leisure and the arts

Recommendations

- a) That the Chief Officer Parks and Countryside is requested to approve the injection of £192,901.80 and grants authority to spend £192,901.80.

- b) That the Chief Officer Parks and Countryside is requested to approve the award of a contract for the improvement of football pitches to Cleveland Land Services. The contract value is £148,590.96 which includes a 10% contingency fund. It is anticipated the works will commence in August 2022 with everything completed for September 2023. All other services will be arranged by Parks & countryside for the remaining amounts.

Why is the proposal being put forward?

- 1 To seek approval from the Chief Officer Parks and Countryside to inject and grant authority to spend £192,901.80 of external funding for the improvement of football pitches and ancillary facilities at Queens Park, Pudsey to support the development and ambitions of Pudsey Juniors Football Club.

The purpose of this report is to evidence the competitive tender process and to seek approval to award the contract to Cleveland Land Services for the provision of the pitch improvement works.

A tender invitation was issued to contractors on 27th July 2021 and following the closure of the opportunity on 11th August 2021, 5 tenders were subsequently received.

The tenders were evaluated on a price only basis with the lowest compliant tender scoring the maximum points.

The price evaluation was carried out by Sports Turf Research Institute and following the conclusion of the assessment, it is recommended to appoint Cleveland Land Services.

Due to price increase and the time since the tender closed in August 2021, and in line with advice from the Council's Procurement Unit as the 90 day period for which tenders are valid had passed, the lowest tender would no longer hold their tendered prices, organisations were approached to re-tender the scheme in April 2022, with those who ranked 1,2 and 3 in the original tender.

What impact will this proposal have?

Wards affected: Pudsey

Have ward members been consulted?

Yes

No

- 2 Grant funding of £182,527.00 from the Football Foundation has been awarded, alongside a £10,374.80 contribution from the football club to improve the football facilities at Queens Park, Pudsey. The project will make a huge difference to local junior football through the pitch improvement work which will greatly enhance the quality of the grass pitches in Queens Park. This will reduce the number of matches being postponed due to having better quality pitches and better drainage, along with an enhanced maintenance programme.

The welfare unit will enable Pudsey Juniors to generate income for the club by providing refreshments for their players and spectators and will provide toilet facilities to ensure it meets safeguarding and equality standards.

The project will benefit over 150 young people, male and female aged 5-18 years from Pudsey and the surrounding areas who play football for the club and will enhance the overall user experience with the new welfare facility.

An Equality Impact Assessment has been submitted.

What consultation and engagement has taken place?

- 3 Consultation has taken place over the last year with Pudsey Ward Members who are supportive of the proposed scheme.

A planning application was submitted by the football club for the project and approved.

The project was initiated by Pudsey Juniors Football club who are a joint applicant and will be the main beneficiary of the scheme and who identified the type of provision required to take the club forward, with support from Parks & Countryside. Those priorities were for improved pitches and a facility where the club could provide access to a toilet and refreshments for players, coaches and parents and other groups who use the park.

Early engagement with the Football Foundation and the West Riding County FA has been essential in taking the project forward.

What are the resource implications?

- 4 The council is acting as joint applicant as the landowner with the junior football club as a result of a successful grant application to the Football Foundation for £182,527.00. As the funding will be granted to the council this will result in VAT savings on the total scheme costs. Funding is for both capital works and the payment of fees.

Pudsey Juniors Football Club are also contributing £10,374.80 to the scheme.

A sum of £42,352.00 S106 greenspace monies has already had approval from the Chief Officer Parks and Countryside to inject and authority to spend on this project from a previous report.

The capital scheme for this is 33389.

The Sports Turf Research Institute will manage the pitch improvement works on behalf of Parks and Countryside to ensure the contract adheres to the programme of works.

Capital funding and cash flow table

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2022 £000's	FORECAST				
			2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
INTERNAL DESIGN FEES (6)	0.0						
OTHER FEES / COSTS (7)	0.0						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2022 £000's	FORECAST				
			2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	192.9		192.9				
FURN & EQPT (5)	0.0						
INTERNAL DESIGN FEES (6)	0.0						
OTHER FEES / COSTS (7)	0.0						
TOTALS	192.9	0.0	192.9	0.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2022 £000's	FORECAST				
			2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	2026 on £000's
LCC Corporate Borrowing	0.0						
Revenue Contribution	0.0						
Capital Receipt	0.0						
Insurance Receipt	0.0						
Football Foundation	182.5		182.5				
Gifts / Bequests / Trusts	0.0						
European Grant	0.0						
Health Authority	0.0						
Private Sector	10.4		10.4				
Section 106 / 278	0.0						
Government Grant (Specify)	0.0						
Departmental Borrowing	0.0						
Any Other Income (Specify)	0.0		0.0				
Total Funding	192.9	0.0	192.9	0.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Revenue effects table

REVENUE EFFECTS	2022/23	2023/24 SUBSEQUENT YEARS
	£000's	£000'S
EMPLOYEES		
PREMISES COSTS		
SUPPLIES & SERVICES		
EXTERNAL INCOME GENERATED		

Following the 12 month maintenance programme carried out by the contractor, responsibility for the pitch maintenance will be with the club, albeit Parks & Countryside will continue to cut the grass as public open space. The club will be responsible for the maintenance, repair and insurance of the welfare unit and the storage containers.

What are the legal implications?

- 5 As a requirement of the grant funding, the Football Foundation will place a restriction on the title to the premises at the land registry. This procedure aims to safeguard the Foundations investment into the scheme.

The football club will be granted a 25 year ground lease for the welfare unit and a 25 year licence to use the football pitches. Council consent will also be granted allowing the club to have 2 secure metal storage containers located on site to store their equipment.

The procurement has been undertaken in compliance with the council's Contract Procedure Rules.

This is a significant operational decision as a direct consequence of the original authority to procure taken in July 2021 and is therefore not subject to call in. Other than confidential Appendix 1, there are no grounds for keeping the contents of this report confidential under the access to information rules.

The information in Appendix 1 of this report has been identified as exempt/confidential under the access to information rules 10.4.3. The public interest in maintaining the exemption in relation to the confidential appendix outweighs the public interest in disclosing the information and financial details which, if disclosed would adversely affect the business of the council and the business affairs of several individual companies.

The tenders have been evaluated in accordance with the evaluation criteria set out in the tender documents and in making the final decision, the Chief Officer Parks and Countryside be satisfied that this contract represents best value for the council.

What are the key risks and how are they being managed?

- 6 With any capital scheme there is an element of risk as the scheme develops and given the current climate of increasing costs for materials etc. The mitigation for has been to include a 10% contingency for all elements of the scheme which should aim to cover any increases and any unforeseen elements that may arise.

All contractors will be required to provide a risk assessment, method statement and Public Liability Insurance prior to commencing work on site.

Does this proposal support the council's three Key Pillars?

Inclusive Growth Health and Wellbeing Climate Emergency

- 7 The proposal has a real strategic focus on health and wellbeing, particularly for children and young people who will benefit greatly from better quality grass pitches. This will mean less games postponed due to bad weather and less chance of injury due to a better and more even playing surface.

Players, spectators and coaches will all benefit from having an on-site toilet facility and will be able to purchase refreshments from the new welfare unit which will be managed by club volunteers. This will lead to a much more positive user experience for all concerned including visiting teams and parents.

Options, timescales and measuring success

What other options were considered?

- 8 Previously the club were looking for a much larger facility with changing rooms on the site, but the costs of such a scheme were hugely prohibitive and the funding was not attainable.

How will success be measured?

- 9 Success will be measured by the increase in the number of players and teams at the club, the number of games postponed over the season and the amount of income the club are able to generate through the new welfare unit. All the above will help the club to become more sustainable, improve their facilities, provide better equipment and attract more players from Pudsey and nearby areas.

What is the timetable for implementation?

- 10 The aim is for the groundworks to commence on site in August 2022 which should take around 5-6 weeks to complete. However, given the various works required and the time it will take for the newly developed pitches to become fully established following seeding works, the pitches are unlikely to be ready for use until late summer 2023 and in time for the new football season commencing.

Appendices

- 11 Tender Evaluation Report confidential, Appendix 1 in line with access to information rule 10.4.3

Background papers

- 12 EDCI