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Reference No. {for Democratic Services use}

## NOTICE OF DECISION OF THE CABINET MEMBER FOR LEISURE AND CULTURE

Pursuant to the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, Regulation 13(1) and Section 9F (4) of the Local Government Act 2000

### **Contract award for works to facilitate relocation of Broadbridge Heath FC from Broadbridge Heath Leisure Centre to new sports ground**

<b>Decision</b>	<b>To approve the award of the contract for works to facilitate the relocation of Broadbridge Heath Football Club to a new sports ground south of the Bridge Leisure Centre following a compliant competitive tender process.</b>
<b>Reason for Decision</b>	<p>As part of the redevelopment of the Broadbridge Heath Leisure Centre site it is necessary to relocate Broadbridge Heath Football Club from the existing Leisure Centre stadium pitch to a new pitch occupying space south of the new Bridge Leisure Centre. The move enables the club to maintain its competitive status and club structure and honours commitments made by the Council following its decision to decommission and re-provide the existing Leisure Centre. The move significantly enhances the sustainability prospects for football, the club and broader sport within Broadbridge Heath.</p> <p>In order that the club can maintain its status the main football pitch must be floodlit, self-contained, supported by a number of features (including covered spectator space for 400 people) and other features as currently provided at the existing stadium pitch and as required by The Football Association (FA). This FA compliant work is not required through the s106 agreement with the developer and is thus a responsibility which, along with relocation of the Athletics Track, falls on the Council in order to release the existing stadium site.</p> <p>Details of the tender evaluation are contained within the exempt appendix.</p> <p>The tenders have been assessed by the district Council and</p>

	<p>the award made in line with the evaluation criteria which was weighted 70% cost and 30% quality.</p> <p>In line with the Constitution the Cabinet Member has the authority to award any contract with a total value of less than £250,000.</p>
<b>Possible alternatives considered but rejected</b>	The Council is bound by the assessment criteria it adopts to ensure a robust and fair evaluation process and there is no reason not to award this contract unless the Council were to reverse its overall strategy in relation to the redevelopment of the Broadbridge Heath Leisure Centre site.
<b>Conflict of interest and any dispensations granted</b>	None
<b>Date of Decision</b>	27 <sup>th</sup> April 2018
<b>Date by which decision may be implemented</b>	4 <sup>th</sup> May 2018

This decision is an executive decision as described in Section 14 of Part 4C *Overview and Scrutiny Procedure Rules* of the Constitution of the Council. A copy of this decision notice has been provided to all members of the council and the Chairman of the Overview and Scrutiny Committee.

Signed:



JONATHAN CHOWEN

30/04/18

Cabinet Member for Leisure and Culture

Not Exempt ~~or Not for Publication~~ – Exempt under Paragraph X\* of Part 1 of Schedule 12A to the Local Government Act 1972 (delete whichever is not applicable)

\* state relevant paragraph number (see descriptions at end of template)

Retain the entire report for your records and email a scanned signed copy to [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk) . A digital signature is acceptable provided that you have proof of the signatory's approval (e.g. an email) which you should retain.

## **Background Information**

### **1 Introduction and Background**

- 1.1 As part of the redevelopment of the Broadbridge Heath Leisure Centre site it is necessary to relocate Broadbridge Heath Football Club from the existing Leisure Centre stadium pitch to a new pitch occupying space south of the new Bridge Leisure Centre. The move enables the club to maintain its competitive status and extended club structure and honours commitments made by the Council following its decision to decommission and re-provide the existing Leisure Centre. The move significantly enhances the sustainability prospects for football, the club and broader sport within Broadbridge Heath.
- 1.2 In order that the club can maintain its status the main football pitch must be floodlit, self-contained, supported by a number of features (including covered spectator space for 400 people) and other features as currently provided at the existing stadium pitch and as required by The Football Association (FA). This FA compliant work is not required through the s106 agreement with the developer for general Wickhurst Green sports pitch and pavilion works and is thus a responsibility which, along with relocation of the Athletics Track, falls on the Council in order to release the existing stadium site.
- 1.3 If the club is to transfer from the Leisure Centre site to the new facilities when the Leisure Centre is demolished these works need to commence imminently and need to be completed by October 2018. However, there will be reputational damage to the Council if all other elements of the facilitation works (new pitches south of leisure centre and new pavilion/clubhouse provided by the developer of Wickhurst Green via s106 agreement) are completed and it is Council works which delay the programmed move in September.

### **2 Relevant Council policy**

- 2.1 Supporting our communities and value for money.

### **3 Details**

- 3.1 A competitive tender process was undertaken in which 4 appropriately vetted contractors were selected and invited to bid for the specified works.
- 3.2 An assessment and evaluation criteria was agreed weighting the decision making process on the basis of 70% cost, 30% quality.

3.3 All tenders submitted were compliant and the bid values including a 5% contingency were as follows

Bidder A - £264,174 plus VAT

Bidder B - £227,264 plus VAT

Bidder C - £386,401 plus VAT

Bidder D - £250,435 plus VAT

3.4 A tender evaluation was undertaken by the project manager ( The Sports Construction Consultancy) and this was then validated by Council Officers being

- The Head of Community and Culture
- The Leisure Strategy Client Manager.

3.5 A full report is included at the exempt appendix.

## **4 Next Steps**

4.1 Following Cabinet Member approval the Council will enter into contract with bidder B with works anticipated to begin on 29<sup>th</sup> May.

## **5 Outcome of Consultations**

5.1 The Monitoring Officer, Procurement Officer, Director of Corporate Resources, Director of Community Services and Head of Finance have been consulted and comments incorporated into the report.

## **6 Resource Consequences**

6.1 The cost of this element of the Bridge Leisure Centre facilitating works is greater than first anticipated but is currently contained within the overall Bridge Leisure Centre project budget.

## **7 Legal Consequences**

7.1 Contract procedure rule 4f.9 of the Council's constitution requires individual Cabinet Members to authorise the conclusion of contracts worth a value in excess of £100,000.

## **8 Risk Assessment**

8.1 There will be reputational damage to the Council if the Council fails to complete these works by September. This would be compounded by financial risks if the works were not completed by November when Demolition of the existing Leisure Centre is proposed. This is because the Council would have to import temporary changing and clubhouse onto the existing stadium pitch so that the Football Club could maintain its status.

## **9 Other Considerations**

- 9.1 There are no Crime & Disorder; Human Rights or Equality & Diversity and Sustainability issues attached to the actual contract award.

### **Background Papers**

Exempt Tender Report

**Wards affected:** Broadbridge Heath

**Contact:** Trevor Beadle, Head of Community and Culture, 01403 215209