



OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. (See Annex 2 on Intranet.)

Decision Ref. No:
AHWB/055/2018 Inclusive Roundabout and Gym Equipment for Bentley Park

Box 1

DIRECTORATE: AH&WB

DATE: 21.06.18

Contact Name: Natasha Mead

Tel. No: 01302 737010

Subject Matter: Inclusive Roundabout and Gym Equipment for Bentley Park

Box 2

DECISION TAKEN:

To approve the allocation of £17,819 of Section 106 monies for:

1. The installation and maintenance of a 'Spinmee Inclusive Roundabout' in Bentley Park.
2. To move Gym Equipment from Toll Bar to Bentley Park
3. To include the scheme in the Adults, Health & Wellbeing Capital Programme
4. To approve scheme implementation

Box 3

REASON FOR THE DECISION:

Give relevant background information

Inclusive Roundabout

The procurement process has been followed in searching for an appropriate provider for this piece of equipment. This has gone out to tender to ensure that the equipment

sourced is to the necessary British Standards and specification. The tender has been awarded not only on price, but also on quality to reduce the need for repair in the future and added value.

The most suitable tender was submitted by HAGS with the following pricing:

Project Supply & Installation Costs

£12,182

Street Scene Maintenance Costs

5% of the equipment cost only (not installation)

Equipment cost: £5,450

5% of this cost: £273

x by 15yrs (due to moving parts): £4,095

Total Roundabout Costs

£16,277

Ward Members and interested parties have looked at the most suitable ways to utilise the remaining Section 106 monies from the original funds allocated and not fully used for The Avenue (Whisper) Site in Bentley, agreement 97/3516/P.

Despite the extensive play equipment and facilities at Bentley Park, other than the water play, there aren't any pieces of accessible equipment, suitable to people of all abilities. Bentley Park is owned and maintained by DMBC.

Options that have been considered have included mechanical swings suitable for wheelchairs. However, such pieces of equipment would be exclusive, not inclusive, as they wouldn't be suitable for those persons that are able bodied. It has therefore been agreed that a level access, accessible for all roundabout is the preferred option.

Gym Equipment

There are currently 5 pieces of Gym Equipment situated Linden Walk, Toll Bar. However, the equipment is rarely used and it has therefore been agreed to move the equipment to Bentley Park where it can meet its full potential.

Street Scene have quoted to move, re-install and inspect the equipment:

£1,542

Annual payments for the maintenance of the gym equipment are already set up at £1,000 a year for 15 years. There are 14 years remaining, therefore once the equipment is moved and re-installed in Bentley Park, the annual payments will be moved across to this scheme.

Box 4**OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:**

If other options were considered, please specify and give reasons for recommended option

Option 1 – To install the ‘Spinmee Inclusive Roundabout’ and to move Gym Equipment

To approve this ODR will ensure that the roundabout is installed and that the available money is used.

This will ensure an inclusive piece of play equipment for the residents of the Bentley Ward and all Park users to enjoy.

Existing Gym Equipment will be fully utilised.

Option 2 – Install alternative equipment

As indicated in Box 3, other pieces of equipment were considered, however this is thought to be the most inclusive piece of equipment.

Option 3 – To do nothing

The option to do nothing may result in unspent money being lost and the facilities in the park not being improved or enhanced.

Box 5**LEGAL IMPLICATIONS:**

In the section 106 agreement, the Public Open Space Contribution is defined as a contribution “*for the funding of provision and improvement of local woodlands and recreational facilities within the Bentley Ward*”. The area in which the Public Open Space Contribution can be spent (i.e. Bentley Ward) is marked on the red edged “Plan 3” in the S106 agreement. Bentley Park is clearly located within the red edge area on Plan 3 and the facilities proposed (inclusive roundabout and gym equipment) are considered to be recreational facilities. As such, the equipment meets the necessary criteria in the S106 agreement such that the POS contribution could be used to fund the provision of the proposed equipment.

It is appropriate given the nature of the obligation and the policy reasons that the obligation was sought that the money should be used towards funding the provision of the equipment as described in this ODR.

The report author has confirmed within the body of the report that the equipment has been subject to a CPR compliant procurement process.

Name: Heidi Lehane **Signature:** By email **Date:** 04.07.18

Signature of Assistant Director of Legal and Democratic Services (or representative)

Box 6**FINANCIAL IMPLICATIONS:****Capital**

The approved 2018/19 Adults, Health & Wellbeing Capital Programme does not currently include this project.

This scheme will be approved via approval route B.10 Relevant approval is required before a project can commence or commit to capital spend. This new addition to the A,H&WB capital programme will be approved by CFO and relevant Director, in consultation with the relevant Portfolio Holder. Any changes will then be reported to Cabinet on a quarterly basis.

The capital cost of the Roundabout and Gym Equipment for Bentley Park detailed in the report above will be £18,000 and will be funded by S106 monies. No contingency has been included in this figure because quotes have already been obtained.

The on-going maintenance will be maintained by street scene for £1,000 a year for 14 years.

On approval of the report, the Capital Programme will be updated to include this project and a capital sub cost centre will be created and allocated for the projects use.

Name: Cheryl Slade **Signature:** C Slade/FM-AHWB **Date:** 04/07/2018

**Signature of Assistant Director of Finance & Performance
(or representative)**

S106 reference - (97/3516/P) The Avenue, Bentley

There is currently an uncommitted balance of £83,688 on the above public open space reference, a commuted sum in relation to S106 monies for The Avenue, Bentley. Of this, £62,640 relates to Capital works and £21,048 being the Revenue element. This project is seeking to use £12,182 Capital monies for the supply and installation of play equipment and utilise £4,095 from Revenue for the maintenance of the equipment with a further £1,542 Revenue monies for the re-installation and inspection of play equipment transferred from Linden Walk, Toll Bar, leaving a balance overall of £65,869 to be used on other projects.

These monies are time limited and required commitments to projects by 2016/17 financial year. At that time all of the money was committed to projects but has subsequently not been required for those works. This means that there is a risk of claw back by the developer if the monies are not reallocated to other projects. The risk is regarded as low as to date no developer has invoked claw back in relation to S106 monies.

[redaction]

Name: Dawn Fisher **Signature:** **Date:** 29/06/18

**Signature of Assistant Director of Finance & Performance
(or representative)**

Box 7

HUMAN RESOURCE IMPLICATIONS:

There are no Human Resources Implications.

Name: Kelly Wilks **Signature:** By Email **Date:** 28th June 2018

Signature of Assistant Director of Human Resources and Communications (or representative)

Box 8

PROCUREMENT IMPLICATIONS:

The Service Area have undertaken their own procurement activity, in accordance with the CPR's and Procurement Code of practice as agreed by SPT.

The reporting officer will need to complete a Contract Award Notice via I Serve.

[redaction]

Name: Zara Jones **Signature:**

Date: 11/07/18

Signature of Assistant Director of Finance & Performance (or representative)

Box 9

ICT IMPLICATIONS:

There are no ICT implications associated with this decision.

Name: Peter Ward (Technology Governance & Support Manager)

Signature: [redaction]

Date: 29/06/18

Signature of Assistant Director of Customers, Digital & ICT (or representative)

Box 10

ASSET IMPLICATIONS:

Bentley Park is owned by Doncaster Council. The proposal as outlined therefore represents investment in a council owned asset that will enhance its appeal and promote inclusivity/increased use, hence ensuring the Council is meeting the on-going needs of service users.

The post installation maintenance of the equipment will be included as part of the Councils ongoing management of park facilities within the borough.

As such, the proposal is fully supported from an assets perspective.

Name: Gillian Fairbrother (Principal Property Surveyor)
Signature: By email **Date:** 3rd July, 2018
Signature of Assistant Director of Trading & Property Services
(or representative)

Box 11

RISK IMPLICATIONS:

To be completed by the report author

Failure for the this ODR to be approved could result in the money, already previously allocated to another project and unspent, would be lost due to the time restraints.

There are no known risk implications to this project. The project will be procured using the appropriate tender process, the materials will be to the appropriate British Standards and the maintenance through the internal process has been factored into the costings.

The work to remove the Gym Equipment will be done internally by Street Scene who will ensure that all work that is done is to a high standard and the cost of the works includes a post installation inspection.

(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)

Box 12

EQUALITY IMPLICATIONS:

To be completed by the report author

There are no negative equality implications relating to these proposals. Bentley Park is a public open space, open to all and this inclusive roundabout would ensure that there would be play equipment accessible to people of all abilities.

The Gym Equipment will be moved to ensure that it is utilised more. The equipment will remain in the Bentley Ward and therefore still benefit the people of this Ward.

[redaction]

Name: Natasha Mead **Signature:** _____ **Date:** 21.06.18
(Report author)

**Box 13
CONSULTATION**

Officers

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

This decision has been made in agreement with Ward Members, DMBC Communities Team and Street Scene who are responsible for the Park and the maintenance of the equipment.

The Street Scene Procurement procedure has been followed ensure best value has been achieved.

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

The Bentley Ward Members, Cllrs Jane Nightingale, Charlie Hogarth and Bill Mordue have been fully involved in this process. Furthermore, Cllr Hogarth was the Ward Member representative in the Procurement process.

**Box 14
INFORMATION NOT FOR PUBLICATION:**

In accordance with the Freedom of Information Act 2000, it is in the Public's interests for this decision to be published in full, redacting only the signatures.

**Name: Gillian Parker Signature: by email Date: 11/07/2018
Signature of FOI Lead Officer for service area where ODR originates**

Box 15

[redaction]

Signed: _____ **Date:** _12/07/2018_
Debbie John-Lewis Assistant Director

Signed: _____ **Date:** _____
Additional Signature of Chief Financial Officer or nominated representative for Capital decisions.

Signed: _____ **Date:** _____
Signature of Mayor or relevant Cabinet Member consulted on the above decision (if required).

- **This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.**
- **A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.**
- **A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.**
- **A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox**