

REPORT TO	ON
CABINET	Wednesday 14 th October 2020



TITLE	PORTFOLIO	REPORT OF
Refurbishment of Hurst Grange Park Coach House, Penwortham	Cabinet Member (Finance, Property and Assets)	Director of Neighbourhoods and Development

Is this report a KEY DECISION (i.e. more than £100,000 or impacting on more than 2 Borough wards?)	Yes
Is this report on the Statutory Cabinet Forward Plan ?	Yes
Is the request outside the policy and budgetary framework and therefore subject to confirmation at full Council?	No
Is this report confidential?	No

PURPOSE OF THE REPORT

1. To bring the Hurst Grange Coach House refurbishment and improvement project back before members following an open tender process to seek permission to spend the allocated capital budget and award the contract to the Preferred Bidder identified by the procurement process.

PORTFOLIO RECOMMENDATIONS

2. That Cabinet:
 1. Grant permission to spend the allocated capital budget of £732,732 for the Refurbishment of Hurst Grange Coach House and the associated project activities
 2. To award the contract for the building works to Bidder 8 in Table 1, Appendix 1

REASONS FOR THE DECISION

3. The Hurst Grange Coach House project has been progressing over a number of years and was considered at Full Council in July 2020 where the go ahead was given for the acceptance of the grant from the National Lottery Heritage Fund and to progress an open tender process to identify a preferred bidder. Now the tender process has been carried out there is a need to seek formal approval to spend the allocated capital budget and award the contract to allow improvement works to begin.

CORPORATE OUTCOMES

4. The report relates to the following corporate priorities:

Excellence, Investment and Financial Sustainability	X
Health, Wellbeing and Safety	X
Place, Homes and Environment	X

Projects relating to People in the Corporate Plan:

Our People and Communities	X
----------------------------	---

BACKGROUND TO THE REPORT

5. The Coach House within Hurst Grange Park dates back to the 1850s and was built along with a large mansion 'Hurst Grange' as a coach house and stables for the former estate. Hurst Grange Park has for many years been recognised as Penwortham's principal park, however, unlike the borough's other principal greenspaces, Worden Park, Leyland, Withy Grove Park, Bamber Bridge and Longton Brickcroft Nature Reserve, Longton, the park has no on-site facilities available to the public which limits visit times and the activities that can be supported by the park.
6. The Coach House which currently sees minimal use, has been identified as a means of providing visitor facilities in the park and as a result has been subject to fundraising by the park's Friends Group and the submission of a funding bid to the National Lottery Heritage Fund that was announced as being successful in March 2020 after a two-stage competitive process.
7. The project was presented to Full Council in July 2020 at which it was agreed to progress the project and accept the National Lottery Heritage Grant with evaluation criteria for the tender process approved.

PROPOSALS

8. The project scope includes the refurbishment of the historic Coach House building to allow it to be brought back into use providing a range of facilities to support the use of the park and a range of community events and activities. The building, currently little more than a shell, would have the 1960s depot garage extension removed and the original front façade restored, the roof repaired, windows replaced, and the interior fitted out to provide public toilets, available when the building is open, a kitchen, 2 flexible use rooms and a first-floor office/studio space.
9. Externally the rear courtyard would have a glazed cover to allow greater year-round use, with an enclosed dementia-friendly wildlife garden beyond as designed by the children at Broad Oak Primary School. The front courtyard would have the original surface restored and new paths, planting and cycle

parking would be created along with improved lighting through the park providing lit access when the building is in use.

10. Events and activities would take place during the construction phase and in the 12 months following as part of the lottery funded Activity Plan. This will include guided walks and talks, heavy horse demonstrations and organised activities for visiting school groups, in addition to the Park's existing annual events programme.
11. The project aims to maximise social value at all stages with measures ranging from engaging local contractors and consultants as far as possible and encouraging them to source labour and material locally as part of their work.
12. The total project (cash) budget allowed for in the lottery bid is £783k forecast to be funded as follows:
 - National Lottery Heritage Fund Grant - £513k
 - SRBC match funding - £253k
 - Friends Group funding - £17k

Based on the tender price of the preferred bidder highlighted in Table 1 in Appendix 1, an updated project cost forecast is provided in Table 2 in Appendix 1.

13. A grant bid has been submitted to the Lancashire Environmental Fund (LEF) for up to £30,000 which will contribute to the creation of the external spaces around the building. If successful, this will reduce the council's contribution to the project by the amount awarded. The result will be known in December 2020.
14. In addition to the project's total cash value, above, there is also a contribution of volunteer time to the overall project valued at £5,700.

Tender Process

15. The opportunity for the building works element of the project was openly advertised on The Chest (the North West Procurement Portal) and Contracts Finder. In addition, the opportunity was also advertised to the Federation of Small Businesses and the Chamber of Commerce.
16. The bids received were assessed according to the agreed criteria and the top two scoring bids submitted to the project's external Quantity Surveyor for a check of the rates and prices put forward. The tenders received are listed in Table 1 in Appendix 1, attached, and Tender number 8 is the overall highest scoring compliant tender and is recommended for acceptance. Tender number 8 is within the budget for the building works included within the lottery bid.
17. Bidder number 8 is a Lancashire-based company and has included a range of Social Value commitments as part of their tender including providing recruitment, apprenticeship, charity and community support opportunities that will be targeted to local residents. The bidder states that they will achieve this through their local supply chain, skills and training, apprenticeships and community benefit activities and that they will create and maintain a Key Performance Indicator record of hours in order to measure and evidence that the social value commitments are met across the project.

CONSULTATION CARRIED OUT AND OUTCOME OF CONSULTATION

18. Various consultation sessions have been carried out throughout the project including visitor surveys, workshops, focus groups, open days and school visits. Consultation has been detailed in the project Consultation Report and summarised in the Council report of July 2020.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

19. A range of options were considered for the future of the building and a preferred way forward was chosen and developed following consultation. Options of 'do nothing', residential conversion, commercial use and were rejected at an early stage of the process as a result of consultation feedback.
20. There has always been the option of not taking the Coach House refurbishment and Heritage Fund application forward. However, at every stage through Cabinet reports or delegated decisions, it was agreed to continue the project and associated Lottery bidding process until this point whereby the project can be delivered if given final approval.

AIR QUALITY IMPLICATIONS

21. There are no negative Air Quality implications anticipated with this project. The building's refurbishment has been designed to reduce its future carbon footprint with technology such as air source heat pump powered heating and other measures to reduce the building's resource requirements.

RISK MANAGEMENT

22. The improvement of the Coach House has been identified as a key part of the park's improvement since 2005. The lack of facilities within the park currently limits the usage and range of activities it can support. It is unlikely that a similar funding opportunity to improve the building will be forthcoming in the foreseeable future.
23. A range of other project risks have been identified within the project's risk register.

EQUALITY AND DIVERSITY IMPACT

24. There will be a significant positive effect from the perspective of Equality and Diversity. The project aims to increase the usage of the park by all sectors of the community through physical improvements (e.g. the provision of inclusive toilet facilities) and the provision of activities in and around the refurbished Coach House. There are a number of key Equality and Diversity outcomes required by the Lottery which will need to be reported on during and after the project.

COMMENTS OF THE STATUTORY FINANCE OFFICER

25. The current forecast is outlined in Table 2 in Appendix 1 and the capital budget will be adjusted base upon these update figures. A credit check of the preferred bidder has indicated the company is in good financial standing.

COMMENTS OF THE MONITORING OFFICER

26. An appropriate procurement exercise has been carried out. Our Contract Procedure Rules have been complied with.
27. The council will enter into a formal contract with the Main Contractor to carry out the construction work. Various other agreements would be set up with suppliers and consultants involved in the 'Delivery Phase' of the project. The planning permission received contains several conditions that need to be adhered to. Obviously, any terms associated with the Lottery funding must also be complied with.

BACKGROUND DOCUMENTS

Hurst Grange Coach House report to Full Council – July 22nd 2020

APPENDICES

Appendix 1. (Confidential) – Table 1 showing tender prices and associated quality assessment scores for the project's building works element and Table 2 showing the updated project cost forecast based on the tender price of the preferred bid.

Jennifer Mullin
Director of Neighbourhoods and Development

Report Author:	Telephone:	Date:
Greg Clark (Senior Parks Technical Officer)	01772 625561	10 th September 2020