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**Decision Maker:** **ENVIRONMENT & COMMUNITY SERVICES PORTFOLIO HOLDER**

**For Pre-Decision Scrutiny by the Environment & Community Services PDS Committee on:**

**Date:** **20<sup>th</sup> November 2018**

**Decision Type:** Non-Urgent Executive Non-Key

**Title:** **KINGS MEADOW PLAYGROUND IMPROVEMENT PROJECT**

**Contact Officer:** John Bosley, Assistant Director of Environment  
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**Chief Officer:** Nigel Davies, Executive Director of Environment & Community Services

**Ward:** Plaistow and Sundridge

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1. Reason for report

This report seeks Members' approval to apply for project funding from the Reaching Communities fund to upgrade the existing playground and extend play opportunities into a new play area, creating a larger, coherent play space.

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2. **RECOMMENDATION(S)**

**The Environment Portfolio Holder is requested to agree:**

- 2.1 **That Officers submit a grant application for up to £60k from the lottery funded Reaching Communities England fund to support improvements to the Kings Meadow playground.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: The new play space will address the lack of current DDA provision; this may have a positive impact on vulnerable children.
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### Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: Excellent Council Quality Environment
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### Financial

1. Cost of proposal: Estimated Cost: £60k for capital works
  2. Ongoing costs: estimated £33k over 20 years (approx. £1.65k per annum)
  3. Budget head/performance centre: Parks and Green Space and Community Fund
  4. Total current budget for this head: £5.3m
  5. Source of funding: Existing revenue budget for 2018/19, Reaching Communities fund; Community Fund; additional fundraising by community group
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### Personnel

1. Number of staff (current and additional): existing idverde staff
  2. If from existing staff resources, number of staff hours:
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### Legal

1. Legal Requirement: None:
  2. Call-in: Applicable
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### Procurement

1. Summary of Procurement Implications: Should the funding application be successful, any subsequent procurement will be subject to the requirements of the Council's Contract Procedure Rules.
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All visitors to Kings Meadow including children with mobility issues and children over the age of 5 or 6 who will have improved and age appropriate play opportunities that are not currently provided.
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### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments:
  - 2.1 Councillor Peter Morgan, Ward Councillor for Plaistow & Sundridge said, "As ward councillors, we are pleased to support the Friends of Kings Meadow campaign and we are keen to hear the

views of local people and park users so that we get the right mix of play equipment. I would encourage as many people as possible to respond as this will help with the business case and potential grant funding applications that will need to be submitted as we work in partnership to improve this much valued park space.”

### **3. COMMENTARY**

#### **Overview**

- 3.1 The Friends of Kings Meadow community group was formed in January 2018. It has a committee and growing membership; the group has spent many hours developing the project details in conjunction with the local community.
- 3.2 The group consulted the public initially at the beginning of 2018 with a questionnaire which identified the project objectives to:
- cater for children of all ages, from toddlers to young teens
  - provide wheelchair accessible equipment, designed in such a way that children in wheelchairs could interact with others throughout
  - include features to encourage imaginative play, such as moats, drawbridges, mounds, tunnels and colourful markings
  - offer thoughtful seating throughout the playground for parents and carers
  - deliver easy access to the open field beyond
- 3.3 The traditional established playground is located in a large, level area; the proposal is to remove the fence between the field and the current playground to open up the space and create a large, integrated play area for children of all ages and abilities.
- 3.4 Considering the group’s objectives for this project, a fundraising budget of £60k for capital costs was thought adequate to deliver most or all of the goals, whilst being an achievable budget for acquiring funds from an external organisation.
- 3.5 An initial draft project brief to test the market was drawn up. This gave some design ideas and proved that a project could be delivered within the proposed target budget of £60k. The group is currently entering a second period of public consultation, checking agreement on priorities for the play space and preferences for pieces of equipment for differing age groups and for those with accessibility issues. This second period of consultation will be conducted online over two weeks. There will also be a one day face to face consultation in the park. A mood board for the second public consultation is attached (Appendix 1).
- 3.6 Following the consultation, a final brief will be drawn up for the works and tendered in line with the Council’s Contract Procedure Rules and companies will be invited to present their design meeting the above objectives within the established project budget of £60k. It is expected that the project will be completed during 2019/20.

#### **Fundraising approach**

- 3.7 It is proposed that a grant application is submitted to the Lottery funded Reaching Communities England fund, with LBB as the grant holder. Reaching Communities provides flexible funding over £10k for up to five years to organisations in England who want to take action on issues that matter to people and communities. Statutory bodies are eligible to apply.

- 3.8 There is a two stage application process. The first stage involves completing a short, basic online form and a decision is made within 15 working days. This application can be made at any time. Should the initial application be successful, a Reaching Communities Funding Officer will advise on putting the main proposal together and will provide further guidance if required. It is estimated that a decision will be made around 6 months after submission of the main proposal. It is planned that the second application should be submitted as soon as possible once all information is available and the proposal complete. The proposal will be assessed at a Big Lottery Fund decision-making panel, alongside a report by the relevant Funding Officer.
- 3.9 Whilst there is no requirement for match funding as such for this fund, due to the competitive nature of the application process, it is recommended that match funding of £10k is contributed towards the capital project costs. It is proposed that £5k comes from the community group and £5k from the Community Fund. The group holds some funds for the purpose of investing in this project and is continuing its fundraising activities; the final figure raised by the group will be applied to the second stage application process. It has been agreed that the Community Fund will further support the project to the delivery stage.
- 3.10 Where funders require the group to hold funds themselves, pieces of equipment will be purchased in the name of Friends of Kings Meadow. This will only be a small part of the overall procurement if funding from Reaching Communities Fund is successful; this will be factored into the overall procurement process. Any equipment warranties will be issued in the name of LBB. If it is necessary to approach other funders should the Reaching Communities grant application not be successful, the group may procure more of the equipment but the procurement documentation will allow for this eventuality.
- 3.11 To manage the ongoing costs, there is a requirement for the project to have upfront funds of approximately £10k secured towards the additional maintenance (play equipment and grounds maintenance) associated with the larger play area and covering the estimated life span of the new play equipment which will be approximately 20 years. It has been agreed that £10k is funded from the Community Fund, on behalf of the Friends group and will be held in an LBB ring-fence account. There is no provision for the replacement of the equipment at the end of the 20 year period, however LBB will continue its existing financial obligation for play equipment maintenance and grounds maintenance at the same rate, values at £23k over 20 years.
- 3.12 idverde will work with the Friends to secure in-kind funding for the launch of the new playground and any other associated events and activities.

### **Reaching Communities Terms and Conditions**

- 3.13 It is worth noting that the grant terms include the need to:
- treat the grant as restricted funds in Bromley's annual accounts using the reference "Big Lottery Fund" and the programme name;
  - obtain Reaching Communities prior consent for any disposal of assets purchased or enhanced using the grant and if required, pay a share of proceeds from such disposal;
  - acknowledge National Lottery funding using their logo in accordance with the relevant guidelines for recognising Bromley's grant;
  - if any part of the grant is used to buy or build, refurbish, extend or alter buildings or land Bromley must comply with additional capital grant conditions.
- 3.14 A full list of Reaching Communities Fund standard terms and conditions are attached (Appendix 2) and Members should note that these terms and conditions will last for five years from the date of practical completion.

#### 4. POLICY IMPLICATIONS

The Environment Portfolio Plan 2016/19 includes the Key Outcome “To conserve and enhance Bromley’s parks and green spaces through the Fully Managed Parks Service working in partnership with the volunteer community, including by securing external funding for improvements”.

#### 5. FINANCIAL IMPLICATIONS

- 5.1 The table below summarises the estimated costs and potential funding for the project, should the Reaching Communities grant application be successful: -

<b>Estimated Costs</b>	<b>Capital £'000</b>	<b>Revenue (over 20 years) £'000</b>
Purchase and installation of play equipment	60	0
Maintenance over 20 years	0	33
<b>Total</b>	<b>60</b>	<b>33</b>
<b>Funding</b>		
Reaching Communities grant	50	0
Match funding from Friends Group	5	0
Match Funding from Community Fund	5	0
Contribution to maintenance costs from Community Fund	0	10
Existing revenue budget within Parks and Green Space	0	23
<b>Total</b>	<b>60</b>	<b>33</b>

- 5.2 All project costs must be procured in-line with Reaching Communities financial guidelines and it is a requirement of the grant that the Council agrees to fund the maintenance of the playground improvements for a minimum period of 5 years, as outlined above.
- 5.3 As detailed in paragraph 3.11 above, the Parks maintenance budgets include funding of £23k for the on-going maintenance of the existing playground equipment and grounds maintenance of the area. Additional provision has been made provided from the Community Fund to support the increased revenue costs associated with the enhancements to the playground achieved by the project.
- 5.4 Further funding of up to £10k has been agreed from the Community Fund to contribute towards match funding of the capital project.
- 5.5 An agreement will have to be drawn up to ensure that idverde indemnify the Council against having to pay back any of the grant as a result of the actions of idverde staff.

#### 6. PROCUREMENT IMPLICATIONS

- 6.1 Should the funding application be successful, any subsequent procurement will be subject to the requirements of the Council’s Contract Procedure Rules.

<b>Non-Applicable Sections:</b>	Impact on Vulnerable Adults & Children; Personnel; Legal Implications
Background Documents: (Access via Contact Officer)	Appendix 1 – Design Mood Board Appendix 2 – Reaching Communities Fund standard terms & conditions