

Record of Cabinet portfolio holder decision

Appointment of a Project Management Consultant for the Abbey Meadow Swimming Pool Project

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Councillor Charlotte Dickson – Cabinet Member for Leisure
Key decision?	Yes
Date of decision (same as date form signed)	8 March 2017
Name and job title of officer requesting the decision	Ian Burtenshaw – Leisure Facilities Officer
Officer contact details	Tel: 01235 422255 Email: ian.burtenshaw@southandvale.gov.uk
Decision	To appoint Martin Arnold Ltd at a maximum cost of £55,000 as project manager for the Abbey Meadow outdoor swimming pool refurbishment project.
Reasons for decision	<p>Cabinet discussed the need to refurbish the Abbey Meadow swimming pools in the summer of 2016, and as a result, Vincent Stokes were appointed to carry out investigative works and develop new pool design plans and specifications. The results of the investigations and design works have led to a proposal which will result in the existing two pools being made in to a single deck level pool with a ‘beach area’. This will make the pool safer and more family friendly. It will also improve accessibility into the pool and changing rooms.</p> <p>The pool will remain L-shaped and will be built inside the existing one but will have a new ‘beach area’ at one end. The pool water will start at a few millimetres in depth at the beach end and will slope gently down in to the main pool to a depth of one metre - a much safer option for younger children and much easier to lifeguard.</p> <p>The deeper water will be at the far end of the pool away from the ‘beach area’ where the water will drop down to around 2.0 metres providing an area for more confident swimmers and diving.</p> <p>The pool surround (hard areas) will be replaced with a rubber</p>

	<p>paving system called ‘crumbing’ the surface that is used in children’s play areas and splash parks.</p> <p>The refurbishment will include the renewal of the plant room equipment; including the boiler, filtration and circulation pumps. The new plant will be far more energy efficient, cutting annual running costs.</p> <p>The pool changing rooms will also be refurbished including but not limited to; energy efficient lighting, new showers, toilets, hand basins, heaters, changing cubicles and lockers.</p> <p>The procurement proposals and evaluation process have followed the council’s contractor procurement process and have been undertaken alongside the new Capita procurement team.</p> <p>Following the authority from the Cabinet Member a consultancy agreement will be entered into through the council’s legal services team to allow the works to commence.</p>
<p>Alternative options rejected</p>	<p>Officers considered three approaches to the procurement of project management services for these works:</p> <ul style="list-style-type: none"> • undertaking the project management works in house however, this is not feasible due to the team having insufficient resources available. • awarding a contract directly to a sole contractor who would undertake the design, project management and building works for the whole project. This approach was rejected as there is a high level of risk associated with it. • procuring a project manager to manage the refurbishment of outdoor swimming pool, changing rooms and plant room through an open tender process. By following the open tender route for the project manager and main contractor procurements, the council is assured of establishing best value in monetary terms as well as being able to evaluate the strengths of tendering organisations by considering previous works they have undertaken on similar projects.
<p>Legal implications</p>	<p>Project manager to be engaged using the councils standard consultancy agreement Leisure officers will liaise with colleagues in legal to determine the terms of appointment.</p>

Financial implications	Costs of a project manager will be paid for from the capital budget for the project.			
Other implications	<p>Communications The communications team are fully engaged with the project and will remain a part of the project team throughout its life.</p> <p>Risk management This project is included on the council's risk register due to its value and the fact that it has a high public profile.</p> <p>Public commitments have been made by cabinet members that the refurbished facility will be open for the 2018 summer season and officers have a very tight timeframe for delivery. It should be recognised that with any outdoor construction project undertaken during the winter there is a risk that delays will occur due to bad weather.</p>			
Background papers considered	None			
Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?	None			
List consultees		Name	Outcome	Date
	Ward councillors	Councillor Katie Finch	No Reply	
		Councillor Helen Pighills	Unavailable	
	Legal	Deirdre Smith	Agreed	24/2/17
	Finance	Emma Creed	Agreed	1/3/17
	Human resources	N/A		
	Sustainability	Heather Saunders	Agreed	28/2/17
	Diversity and equality	Cheryl Reeves	The changes proposed will also improve access to the facilities for people with disabilities	24/2/17
	Communications	Gavin Walton	Agreed	24/2/17
	Chief Executive	SMB	Agreed	7/3/17
Confidential decision? If so, under which exempt category?	No			
Call-in waived by Scrutiny Committee	No			

chairman?	
Has this been discussed by Cabinet members?	In cabinet member briefings and Abbey Meadow project boards
Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature Charlotte Dickson Date 08.03.17

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY.

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Form received	Date: 8 March 2017	Time: 12:20
Date published to all councillors	Date: 8 March 2017	
Call-in deadline	Date: 15 March 2017	Time: 17:00