

READING BOROUGH COUNCIL

REPORT BY ASSISTANT DIRECTOR OF CULTURE

TO:	MAPLEDURHAM PLAYING FIELDS TRUSTEES SUB-COMMITTEE		
DATE:	10 FEBRUARY 2020		
TITLE:	PAVILION IMPROVEMENT WORKS		
LEAD COUNCILLOR:	COUNCILLOR EDWARDS	PORTFOLIO:	MAPLEDURHAM PLAYING FIELDS CHAIR OF TRUSTEES
SERVICE:	TRUSTEE OF CHARITY	WARDS:	MAPLEDURHAM
LEAD OFFICER:	BEN STANESBY	TEL:	0118 937 3276
JOB TITLE:	LEISURE AND RECREATION MANAGER	E-MAIL:	ben.stanesby@reading.gov.uk

1. PURPOSE AND SUMMARY OF REPORT

- 1.1 To update the Trustees that the pavilion improvement works received planning consent on 12th December 2019.
- 1.2 To update the Trustees on the procurement of a contractor and recommend the appointment of AYM (Services) Ltd for £782k to carry out the first phase of works.
- 1.3 To seek authority to use £82k of the £235k of unallocated improvement funds to implement these works leaving £153k of unallocated improvement funds for future use.
- 1.4 To present the accounts for 2018/19 prior to Audit and submission to the Charity Commission.

2. RECOMMENDED ACTION

- 2.1.1 That the Assistant Director of Legal & Democratic Services and the Assistant Director for Culture are authorised to appoint AYM (Services) Ltd for £782k to carry out the first phase of the pavilion works, within the funding limits set out in the report;
- 2.1.2 To authorise the use of £82k of unallocated improvement funds towards the cost of the pavilion improvement works.
- 2.2 That the Council's accountancy team submit accounts after auditing to the Charity Commission.

3. POLICY CONTEXT

- 3.1 Reading Borough Council holds the Ground in its capacity as charity trustee ("Trustee") of the Charity. The Charity is registered with (and therefore regulated by) the Charity Commission. The charitable object of the Charity is:

"the provision and maintenance of a recreation ground for the benefit of the inhabitants of the Parish of Mapledurham and the Borough of Reading without distinction of political, religious or other opinions. "

- 3.2 The beneficiaries of the Charity, therefore, are the inhabitants of the Parish of Mapledurham and the Borough of Reading. The Ground is an asset of the Charity and is held "in specie" i.e. specifically in order to advance the Charity's object.
- 3.3 The Sub-Committee has delegated authority, with the support of the Officers, to discharge Reading Borough Council's functions as charity trustee of the Charity. The Sub-Committee has a duty to make all decisions in what it considers to be the best interests of the Charity and in order to advance the object referred to above and any such decision must be in line with all relevant charity law and other legal restrictions.

4 CURRENT POSITION

- 4.1 On 15th October 2019, Trustees approved the pavilion designs produced by STL architecture and for these to be submitted for planning approval; subsequently planning consent was granted on 12th December 2019.
- 4.2 At the same meeting, Trustees authorised officers to procure a contractor to carry out the first phase of works.
- 4.3 The contractor procurement was conducted in accordance with the Council's Contract Procedure Rules. In November four contractors who are capable of carrying out the works expressed an interest in tendering for the works. A site visit and tender clarifications were conducted through mid-December 2019 and early January 2020. On 16th January, two priced tenders were returned. The other two contractors did not submit a tender citing the complexities of the works and their own resourcing to meet the advertised procurement and construction timeframes.
- 4.4 Both tenders were assessed on price and quality and with a 13% price difference between the two bids, the lowest tenderer, AYM (Services) Ltd was invited to interview on 24th January to discuss their programme and costs in more detail.
- 4.5 Currently, the contract sum is £82k over the approved budget for these works. The Council's retained cost consultant noted that the main changes from the approved budget in October and the priced works stem from:
- The M&E works were based on a cost per £m² which are now defined
 - An increase in detail for the demolition works
 - An increase in the amount of steel structure to be replaced for the main hall
 - An increase in windows to be replaced

- A risk item to replace the existing septic tank within these works
- A requirement to use the rear of the pavilion as a site compound and consequential re-instatement afterwards

4.6 Contract Options

- 4.6.1 Option A: Look to remove elements of the work to bring the costs back within the approved budget. We reviewed this option in detail for the October Trustees meeting and the current scheme was the best compromise required to meet the Trustees and user's needs for the pavilion.
- 4.6.2 Option B: Abandon the current procurement and go back out to market to seek more bids. A re-tendering process would take another 8 weeks with no guarantee that future tenders will not come in higher than the current lowest tender. If costs came under budget, work would not start until May / June 2020 and possibly complete in October / November.
- 4.6.3 Option C: Continue with the scheme and allocate £82k to the pavilion works from the remaining £235k of unallocated improvement funds as reported to Trustees in October. This unallocated sum was originally £150k when reported in May and increased to £235k in October from savings from the external works contracts. If agreed this then returns the unallocated funds back to £153k for contributory / match funding for future grant applications by the Trust and its partners.
- 4.6.4 If Option C is chosen work is anticipated to start on site on 2nd March and complete in early August 2020.
- 4.7 The revenue accounts for the day to management of the Mapledurham Playing Fields are laid out in section 7.2 of this report. Following auditing by the Council's accountancy team these will be submitted to the Charity Commission.

5. CONSULTATION

- 5.1 The design has been developed with representatives of the users and resident's association.
- 5.2 A wider consultation was taken as part of the decision-making process by planning when determining the planning application for the pavilion works.

6. EQUALITY IMPACT ASSESSMENT

- 6.1 Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, have due regard to the need to-
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

- 6.2 In this regard you must consider whether the decision will or could have a differential impact on: racial groups; gender; people with disabilities; people of a particular sexual orientation; people due to their age; people due to their religious belief.
- 6.3 An updated equality impact assessment (EIA) for the wider Landscape Plan including the pavilion as undertaken and reported to the June 2018 Sub-Committee. There has been no material change to the proposals being made and the EIA remains valid.

7. FINANCIAL IMPLICATIONS

7.1 The Trustees note the allocation of £825k (including fees and contingency) of funding for the pavilion works in previous committee meetings, plus an additional £82k of unallocated funds for these works detailed in item 9 below and all funded from the DfE payment and s106 received.

7.2.1 The costs of day to day repairs and assessment of options is being funded through the Council's revenue budget.

7.2.2 The draft accounts for 2018/19 are as follows:

**Mapledurham Playing Fields
Income and Expenditure Account
Year Ended 31st March 2019 2018/19**

Expenditure		
Grounds Maintenance	Scheduled	22,145
	Playground works	50
	Consultation posters	0
Building Maintenance	Programmed Repairs	427
	Reactive Repairs	1,570
	Site survey & inspections	0
	Insurance	399
Utilities	Water	551
	Electricity	389
	Gas	954
Cleaning	Building Cleaning	660
	Football renovations & supplies	2,834
	Commercial Waste Collection	815
Rates	NNDR	439
	Total	31,234

Income		
	Football Renovations & Supplies	2,075
	Parish Income	125
	Building Hire	0
	Tennis Lease	1,265
	Total	3,465

Net Subsidy from Reading Borough Council 27,769

In summary the Council spent £31,383 and received income of £3,465. Therefore the Council subsidised recreational activities at the Playing fields in the sum of £27,769.

Detailed information identifying areas of income and expenditure are identified in Appendix 1 - Mapledurham Transaction Summary 2018/19

8. LEGAL IMPLICATIONS

- 8.1 The Sub-Committee has been delegated the power by the Council acting in its capacity as sole corporate Trustee of the Charity to act in the best interests of the Charity and its beneficiaries.
- 8.2 The pavilion works are classified as a 'Works' contract and the cost falls well below the threshold which would require an OJEU advertisement for a 'Works' contract. The procurement of these works and the local architect will be conducted in accordance with the Council's Contract Procedure Rules.

9 BACKGROUND PAPERS

- 9.1 Mapledurham Playing Fields Trustees Sub-Committee - 9th January 2018
- 9.2 Mapledurham Playing Fields Trustees Sub-Committee - 20th June 2018
- 9.3 Mapledurham Playing Fields Trustees Sub-Committee - 22nd October 2018
- 9.4 Mapledurham Playing Fields Trustees Sub-Committee papers 30th January 2019
- 9.5 Mapledurham Playing Fields Trustees Sub-Committee - 7th May 2019
- 9.6 Mapledurham Playing Fields Trustees Sub-Committee - 15th October 2019
- 9.7 Reading Borough Council revenue accounts

Appendices

Appendix 1

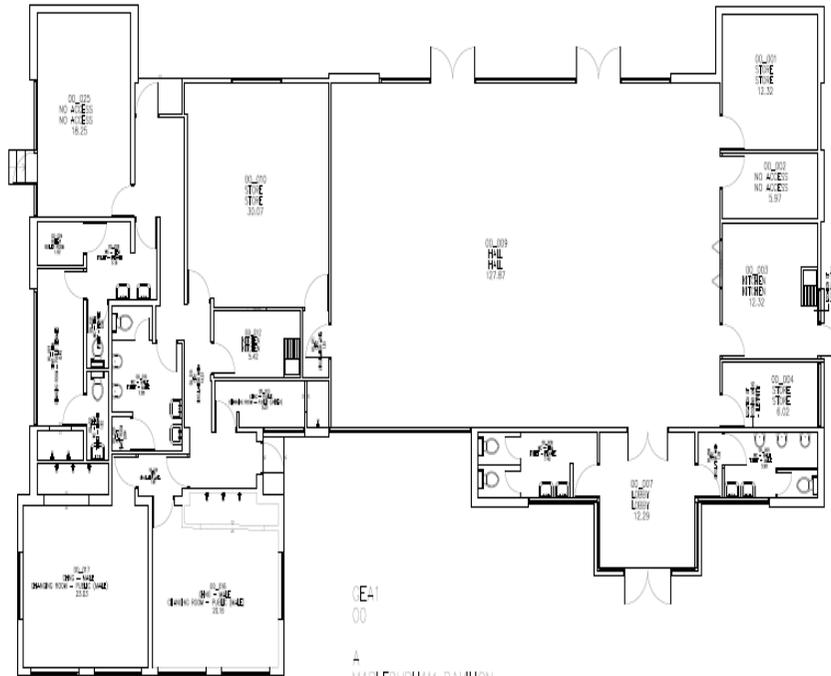
Pavilion drawings

- Existing layout
- Proposed layout
- Proposed future extensions

Appendix 2

Detailed revenue accounts

Existing Layout



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MAPLEDURHAM PAVILION
PREN022 MAPLEDURHAM
PREN022 MAPLEDURHAM
375.06

1:100 scale Bar
This Drawing has been produced for printing onto A2 size paper.
If printing on A3 please use the scale below for reference.



REV	COMMENTS	DATE

STL **SHAUN TANNER**
ARCHITECTURE & PLANNING

www.starchitecture.co.uk studio@starchitecture.co.uk 0118 989 0808

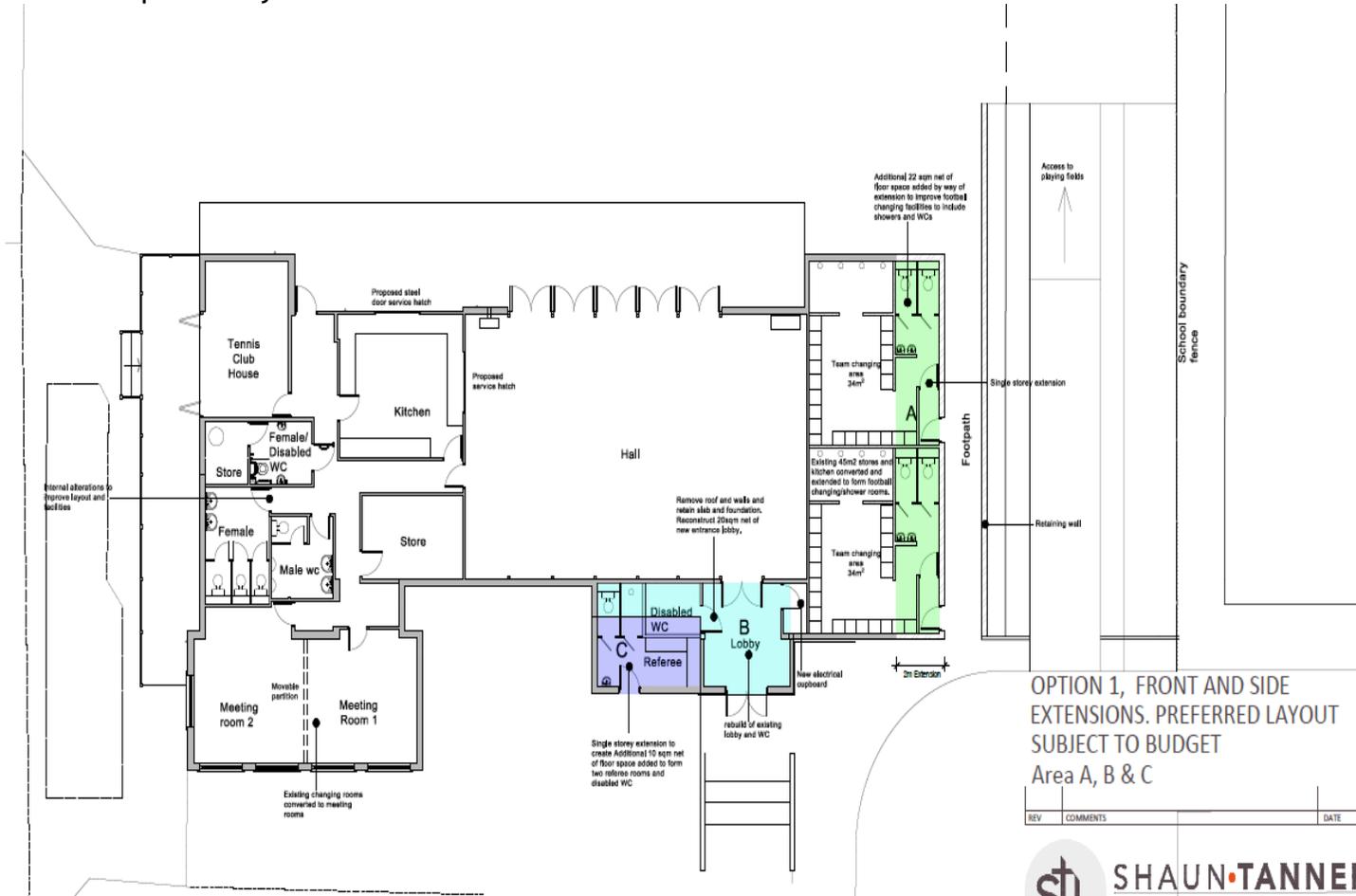
CLIENT Mapledurham Pavilion
PROJECT Mapledurham Pavilion, Upper Woodcote Road
Reading, Berkshire
DRAWING Existing Ground Floor Plan

STATUS DATE Jun 2019

SCALE 1:100 @ A2 **DRAWN** DR **CHECKED** NO 3042/103 **REV**

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Proposed Layout



- Area A - 2m wide extension to create football changing facilities
- Area B - Existing lobby and WC to be rebuilt
- Area C - Single storey extension to form two referees changing facilities

OPTION 1, FRONT AND SIDE EXTENSIONS. PREFERRED LAYOUT SUBJECT TO BUDGET
Area A, B & C

REV	COMMENTS	DATE

STL SHAUN TANNER
ARCHITECTURE & PLANNING
www.stlarchitecture.co.uk studio@stlarchitecture.co.uk 0118 989 0808

CLIENT Mapledurham Pavilion
PROJECT Mapledurham Pavilion, Upper Woodcote Road Reading, Berkshire
DRAWING Proposed Ground floor plan Option 2

STATUS DATE Jun 2019
SCALE 1:100 @ A2 DRAWN DR CHECKED NO 3042/302 REV C

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