

AGENDA ITEM No. 10

**TAVISTOCK TOWN COUNCIL
BUDGET AND POLICY COMMITTEE
TUESDAY 21st JANUARY 2025**

**BRIEFING NOTE
MULTI-USE WHEELED SPORTS AREA**

1. BACKGROUND

- 1.1 Council has been regularly briefed on discussions between the Council and the Youth Café/TaviSkate regarding replacing the existing skatepark in Benson Meadows with a concrete multi-use facility for a range of wheeled sport activities. The principle of this aspect of the project's development has been approved in principle as identified in the Commercial/Community Service Improvement Plan 2024/25, Project 19, relating to co-production and partnership working. It is also referenced in the emerging Neighbourhood Development Plan.
- 1.2 The Committee will also be aware that a figure of £40,000 has been budgeted as match funding for 2025/26 financial year (yet to be ratified), which would become available at the point all other necessary project funds were secured. Currently other funding secured includes £50,000 from Section 106 monies.
- 1.3 Part of the process has been the requirement to evidence the need for a replacement facility, wider than acknowledging that the existing skatepark is reaching the end of its economical life from a maintenance safety/usability perspective. Recognising that Council have been broadly supportive around the principles improving this community asset, (strategic vision around youth provision), a more robust analysis has been undertaken, including consideration through the Neighbourhood Development Plan Process (Community Infrastructure Projects Policy CF2) and with Tavistock Youth Café facilitating a 'Tavistock Community Survey' and TaviSkate Riders Survey' in 2023.
- 1.4 During 2024 regular discussions have been held between partners, covering such aspects as footprint (e.g. agreeing to extend the area to include the space currently housing the teen

shelter and basketball court) and agreeing the best methodology in relation to procurement, promotion, funding, control of budgets (e.g. The Council being accountable body) and project management.

- 1.5 Following a meeting held on 7th November 2024 with representatives of Taviskate/Youth Café to discuss next steps, with commonality of approach around the above agreed, shortly after in early December the final draft of the tender documents were signed off, meaning that the partners are in a position to advertise for preferred tenderers. The next steps are outlined as below for your consideration.

2. THE CURRENT SITUATION

- 2.1 The Council intends to advertise for suitably experienced tenderers, week commencing 20th January, with a tender return date, midday 28th February, with tender returns being opened on that afternoon for recording purposes, to verbally report at Budget & Policy on 4th March 2025.
- 2.2 It is suggested that two Councillors from the Budget & Policy Committee are nominated to assist with the tender analysis process, which will include the General Manager and representatives of Youth Café/Taviskate, to decide if there is a preferred tenderer that meets the project scope criteria.
- 2.3 The tender analysis above will include such aspects as the tenderer's financial breakdown for delivery of the project (estimated at £300,000), evidence of relevant experience and contract examples, quality assurance documentation, anticipated programme, design statement and concept drawings, outline construction phase health and safety plan and their statement detailing the approach to consultation, engagement, securing planning permission and fundraising support methodology.
- 2.4 A detailed report will be submitted to Full Council on 18th March with recommendations on how best to proceed.
- 2.5 It is worth noting that the report referred to in para 2.3 above will outline the proposed contract arrangements for the preferred tender and the respective roles of the Council and Youth

Café/Taviskate. This will include the appointed contractor operating at risk until planning permission and a full funding package is secured and necessarily subject to Council deciding, when more information is available, if it wishes to proceed with the scheme. Only at that stage can a formal contract be signed (form of a Works Contract (Design and Build) 'Priced Contract with Activity Schedule' under NEC4 (Option A) and, if it is proceeding, the contractor be reimbursed for any eligible work undertaken to date. For that reason, this report is in 'Briefing Note' form and not (yet) in the full Report format which will be required to engage the Council's formal involvement in approving/managing/delivering the project in due course.

2.6 The views of the Committee and Council are sought.

**GENERAL MANAGER
JANUARY 2025
TAVISTOCK TOWN COUNCIL**