



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

On 21 December 2022 Cabinet approved to progress the opportunity to apply for grant funding to the Lawn Tennis Association to secure investment to improve the condition of tennis courts within parks. This includes recommendations for changes in how tennis courts are operated on parks that would bring forward the introduction of fees and charges to deliver a more financially sustainable operating model. The project will support in delivery of the Council's Sport & Physical Activity Strategy.

Cabinet approved:

1. The submission of a grant application to the Lawn Tennis Association for investment into tennis courts at Barretts Recreation Ground, Haverstoe Park, and Sussex Recreation Ground and subject to a successful grant application:
2. Delegated to the Executive Director Environment, Economy, and Resources, in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy authority to ensure that all necessary actions are carried out in order to commence and approve the procurement, and thereafter tender, award and implement refurbishment works to Barretts Recreation Ground, Haverstoe Park, and Sussex Recreation Ground.
3. Delegated to the Executive Director Environment, Economy, and Resources, in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy authority to ensure that all necessary actions are carried out to appoint an operator

following appropriate procurement exercises for the delivery of tennis at Barretts Recreation Ground, Haverstoe Park, and Sussex Recreation Ground that includes the implementation of a fees & charges model for parks tennis.

4. Authorised the Assistant Director Law and Governance (Monitoring Officer) to execute and complete all requisite legal documentation in relation to the matters outlined above.

2. Subject and details of the matter (to include reasons for the decision)

Approval to:

- **Award the contracts for Tennis Court refurbishment for the following sites: Barretts Recreation Ground, Haverstoe Park and Sussex Recreation Ground.**
- **Accept the grant offer of £255,898 secured from the Lawn Tennis Association.**

Construction Contract Awards:

The procurement strategy for the project was reviewed with the Council's procurement team and to maximise the project's chance of securing grant funding the Council utilised the Lawn Tennis Association "Parks Improvement Programme" framework agreement to appoint the contractor for the refurbishment of tennis courts. Approval to award the contract for the refurbishment of ten tennis courts across Barretts Recreation Ground, Haverstoe Park and Sussex Recreation Ground to Fosse Contracts Limited at £275,868.

Accept Lawn Tennis Association Grant:

The Council have been successful in the application for a grant to the Lawn Tennis Association to support the refurbishment of the Tennis Courts and support the delivery of the Council's Sport & Physical Activity Strategy. The Lawn Tennis Association have offered the Council a grant with a maximum payment of £255,898 with appropriate conditions.

The anticipated total project cost is £275,868 that is deliverable within the existing Playing Pitch capital budget plus the grant referred to above. The final cost of the

project (the exact amount which will be known post-completion) to the council will decrease by £255,898 once the full grant is claimed.

3. Decision being taken

That the Director of Economy, Environment and Infrastructure in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy approves:

- The award of the contract for the refurbishment of the tennis courts at Barretts Recreation Ground, Haverstoe Park and Sussex Recreation Ground to Fosse Contracts Limited.
- Accept the Lawn Tennis Association grant offer of £255,898.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No

5. Anticipated outcome(s)/benefits

To accept Lawn Tennis Association grant funding and award tender to progress the refurbishment of tennis courts at Barretts Recreation Ground, Haverstoe Park and Sussex Recreation Ground. The development of these tennis courts will support in the delivery of the Council's Sport & Physical Activity Strategy.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

The Council have considered the alternative to do nothing, the existing courts are in a poor condition and based on existing budget, without external grant funding, current conditions are likely to remain or deteriorate further.

7. Background documents considered (web links to be included and copies of documents provided for publishing)

Cabinet Report on 21st December 2022.

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

N/A

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision is consistent with the will of Cabinet. A legally compliant procurement exercise has been followed. Legal colleagues will continue to support the award and overall project as appropriate.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The anticipated funding shortfall between the estimated cost of the works and the Lawn Tennis Association grant offer is to be funded from the existing playing pitch capital budget.

12. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications.

13. Risk Assessment (in accordance with the Report Writing Guide)

If unexpected costs are encountered this may impact the proposed capital spend or delay the programme of works.

The Lawn Tennis Association funding conditions will need to be satisfied as part of the ongoing project delivery and future operation of the site. The risk of grant clawback is considered low.

14. Has the Cabinet Tracker been updated with details of this decision?

Yes

15. Decision Maker(s):

Name: Caroline Borgstrom

Title: Director of Economy,
Environment & Infrastructure

Signed: REACTED

Dated: 22/08/2023

**16. Consultation carried out with
Portfolio Holder(s):**

Name: Cllr Hayden Dawkins

Title: Portfolio Holder for Culture,
Heritage & the Visitor Economy

Signed: By email

Dated: 22/08/2023