



**CAMBRIDGE ROAD AND CAMBRIDGE
GARDENS ESTATE PLAYScheme**

**THE ROYAL BOROUGH OF KINGSTON UPON
THAMES**

JANUARY 2012

1. Introduction

Local resident groups, in conjunction with the Royal Borough of Kingston upon Thames (RBK) and Quadron Services, has obtained funding for the design, supply and installation of play equipment and outdoor fitness equipment on two housing estates, Cambridge Road and Cambridge Gardens. The successful contractor will need to work with a small working party consisting of residents, local councillors and council officers (hereafter referred to as “the partnership”) in the delivery of this project. Part of the funding has been obtained from the London Marathon trust, and consideration must be given to deliver the objectives as set out in the original funding application, which can be seen in appendix 1.

A submission checklist is included at the end of the document to ensure contractors are clear on what documents should be submitted, along with the evaluation criteria for selection.

The partnership will be looking to employ contractors with a flexible, design-led approach who are willing to work in partnership to engage with local communities to design and build inspirational play and recreation areas for all residents.

These areas should encompass play facilities which follow the principles for designing successful play spaces as laid out in Play England’s *Design for Play: A guide to creating successful play spaces*; (Shackell, Butler, Doyle and Ball, 2008)

Play spaces which...

- are ‘bespoke’
- are well located
- make use of natural elements
- provide a wide range of play experiences
- are accessible to both disabled and non-disabled children
- meet community needs
- allow children of different ages to play together
- build in opportunities to experience risk and challenge
- are sustainable and appropriately maintained
- allow for change and evolution.

Consideration should also be given to areas for outdoor fitness with equipment focused upon a balanced resistance and cardiovascular workout.

There are opportunities to use the landscape of the estates to help residents engage in physical activity and in line with our initial funding application we would be keen to see an interpretation as to how this will be made possible.

1.1 Kingston Council housing estate sites

Kingston Council owns and manages housing estates of varying size and population density. The Council has identified a lack of play provision within these estates. These housing estates are characterised by small pockets of green space within high density housing. As such any design must be complementary and considerate of residents whose properties will be in close proximity to the areas.

2. Brief

The purpose of the brief is to obtain a fixed price quotation, design rationale and illustrated layouts, which will lead to the successful contractor being awarded the contract for the design and build of facilities on the estates.

The partnership would like to see an 'indicative' design, based on areas of the estates highlighted in green on the map in appendix 2.

- Grass area adjacent to Childerly – KT1 3HW
- Grass area to the rear of Fordham, KT1 3EL
- Roof area adjacent to Madingly – KT1 3JG
- Grass area in front of Queen Mary Hall, Cambridge Gardens – KT1 3NP

The design is not restricted to a single area of space, but should include various areas on the sites that can link together. The roof area is likely to be unsuitable for construction but offers potential for informal activities, and the partnership would welcome ideas for use of this space.

These areas, and the submitted design, may change upon award of the contract, but should form a realistic scheme that can be evaluated to confirm accuracy and practicality of financial intent.

The partnership is keen to create a scheme which is unique and extends beyond traditional playgrounds and schemes seen throughout the country; this should include elements of outdoor fitness equipment, places for quiet enjoyment and can encompass equipment for alternative recreation activities such as parkour.

Submitted proposals must ensure there is an effective balance between active use of the site and the surrounding locality. The design should consider aspects of community safety through good layout, sight lines or use of suitable materials. The partnership would like to see a clear and concise design rationale, explaining how the core elements of the project will be delivered through good design.

The proposal must include a design which complies with the requirements of The Equality Act 2010. The proposal must illustrate how the design promotes inclusive access and play for disabled children, and that they remove as many barriers to the social interaction between children of all abilities as possible. The proposal must also demonstrate an awareness of the various types of disabilities that children throughout society are subject to, and how the play area will cater for their needs.

Contractor should submit	<i>1 'indicative' Illustrated design and layout based on the requirements of housing estate sites.</i>	<i>Design rationale</i>
Yes/No		

3. Budget

The total budget available is £125,000.

Contractor should submit	<i>Fixed price quotation with itemised breakdown of costs.</i>
Yes/No	

4. Deliverables

The award of the contract is on a design, build and installation basis, and the successful contractor will be expected to carry out these services. The successful contractor will also be expected to assist with community engagement for each of the schemes within their awarded contract. The cost (excluding VAT) to supply these deliverables shall be included within the fixed contract value.

4.1 Planning Permission

Planning permission will be required prior to construction work starting on site. The successful contractor will be expected to provide information and plans, as required, to assist in the preparation of the application by the partnership.

4.2 Maintenance

The contractor should factor 12 months of maintenance whilst the site establishes before formal hand over to the council, either into the contract price or as an added value item.

The short and long term maintenance requirements of the site should be set out for when the site is formally handed over to the council, for example grass cutting regimes, maintenance requirements for equipment or natural features.

4.3 Safety standards

Where applicable, all equipment and safety surfacing must comply with BS EN 1176 and BS EN 1177, and will be subject to a Post Installation Inspection to be carried out by a ROSPA qualified professional appointed by the contractor. The contractor shall provide evidence, where appropriate, that all materials within their design proposals have been tested and certified as being compliant with all relevant standards. This information should be provided within a submitted health and safety plan, along with proof of CHAS registration, HSE incident statistics for the previous year and an example risk assessment.

4.4 Construction Design and Management Regulations (CDM)

The contract may be subject to The Construction (Design and Management) Regulations 2007 (CDM Regulations), and if applicable the contractor will be appointed under this Contract as the Principal contractor and CDM-Coordinator (CDM-C).

At the time of the award of the contract and prior to commencement on site, the Principal Contractor must prepare the construction phase Health and Safety Plan in sufficient detail to enable the planning supervisor to assess the adequacy of health and safety provision. The minimum provision submitted that will satisfy this requirement must include the following (including acting as CDM-C):

- Management (details of structure and responsibility)
- Managing Health and Safety in Construction and Construction (Design and Management) Regulations 2007 in accordance with approved code of practice.
- Standard setting (Health and Safety standards for the contract works in terms of statutory requirements or higher)
- Information for Suppliers (arrangements for issuing health and safety directions)
- Selection Procedures (all Suppliers, sub-suppliers and designers)
- Communication and co-operation (between Authorised Officer, Supplier, sub-suppliers and operatives)
- Activities with risk to Health and Safety (procedures for carrying out risk assessments and for managing and controlling risk.
- Method Statements related to the hazards in the pre-tender health and safety plan and or statements on how the hazards will be addressed and other significant hazards identified by the Supplier
- Emergency procedures
- Reporting of RIDDOR
- Arrangements for welfare in accordance with Construction (Health and Safety and Welfare Regulations 1996
- Information and training for people on site
- Consultation with people on site
- Site rules
- Health and Safety File
- Arrangements for monitoring
- Issue of H10 notice to HSE as applicable.
- Site Waste Management Plan (WRAP)

The Principal contractor shall give direction to all sub contractors to ensure compliance with the CDM regulations. A site rule should be incorporated into the Health and Safety Plan whereby all operatives and Sub-suppliers staff under direct contractual obligations will comply with directives of the Principal Contractor. The Health and Safety plan shall include details of the means by which direction will be given to sub-suppliers and how compliance will be achieved and monitored.

Contractor should submit	<i>Health and Safety Plan</i>
Yes/No	

4.5 Provide security and site safety during supply and installation

The successful contractor will be responsible for the protection of the construction site from supply and installation through to post installation when the practical completion certificate will be issued. This service may be achieved by means of temporary fencing or equivalent, hazard tape, and use of signs. The contractor should detail how they intend to provide this service in the Project Implementation Plan (see 4.12)

4.6 Warranty/guarantee's

Your submission must include what guarantees or warranty you will offer.

Contractor should submit	<i>Warranties/Guarantees for materials and equipment</i>
Yes/No	

4.7 Remove and dispose of rubbish and debris from the construction site

In accordance with the Approved Site Waste Management Plan (WRAP) the removal and disposal of rubbish and debris from the construction sites shall be the responsibility of the successful contractor. This includes but is not limited to the removal of all rubbish and debris from the construction site and surrounding areas (if the litter or rubbish was caused because of, or is part of the construction works) when the installation is completed through to the issue of the practical completion certificate. The contractor should detail how they intend to provide this service in the Project Implementation Plan (see 4.12)

4.8 Reinstatement and 'grow-in' period requirements

The contractor's shall be responsible for reinstatement costs including but not limited to level corrections, turfing and irrigation of damaged grass areas, including wheel ruts. Damaged footpaths, kerbs, fences and planting or any other assets, arising during the construction of the play area, shall be replaced at the supplier's own cost.

4.9 Consultation

As part of the overall submission, the contractor will be expected to submit a *community engagement strategy*, outlining how they propose to engage and consult with local residents. The use of innovative ideas for consultation will be looked upon favourably and assessed in the evaluation process. Consideration should also be given as to how the community can take ownership of the areas once installed, to limit problems with noise, vandalism or general anti-social behaviour.

Contractors will be required to be actively involved in community engagement. Contractors must be available at hours deemed practical by the partnership for consultations to take place, including evenings and weekends.

Contractor should submit	<i>Community Engagement Strategy</i>
Yes/No	

4.10 Project enhancement

The partnership recognises that this is a great opportunity to create a unique space adding significant value to our Borough and its residents. In lieu of this we will consider any opportunities from contractors that will enhance the contract on offer and that will be of benefit for both organisations. If you have any enhancement opportunities, please provide a proposal with your submission.

Contractor should submit	<i>Details of any match funding, benefits in kind or discounts.</i>
Yes/No	

4.11 Programme

The timescale for preparation and delivery of the project is outlined below:

- January 2012 – Invite tenders;
- February 2012 – Evaluate tenders;
- March 2012 – Notify contractors and award report to director;
- April 2012 – Call in period and formalisation of agreements with chosen contractor;
- May 2012 – Community Engagement and finalisation of designs with chosen contractor;
- June-August 2012 – Planning permission;
- September – December 2012 – Construction work.

4.12 Project implementation plan (PIP)

Your submission shall provide us with a proposed project implementation plan that shall include:

- The phase that each task is allocated within (e.g. design phase, community engagement phase, supply and installation phase and post installation phase).

- The duration of each phase in working days.
- The start date of each phase in the format of dd/mm/yy.
- The completion date of each phase in the format of dd/mm/yy.

Your PIP can be provided as a timeline, Gantt chart or a format that illustrates the above information clearly in order for us to consider your proposal. You will need to prepare a PIP to clearly illustrate how you can deliver your service. The partnership would like to have the project completed by the end of 2012.

Contractor should submit	<i>Project Implementation Plan (PIP)</i>
Yes/No	

4.13 Project method statement

Contractors will be expected to provide a project method statement which outlines how you would expect to complete the project works for your awarded contract. This should include:

- Provision for loading/unloading materials
- Storage of plant, materials and vehicles
- Measure for suppression of noise and abatement of other nuisance arising from the works
- Measures to protect any tree, shrubbery or other landscape features to be retained during the course of the development
- Means of enclosing and securing the site.
- Measures for the removal and disposal of rubbish and debris as a consequence of works.

Contractor should submit	<i>Project Method Statement</i>
Yes/No	

4.14 Executive overview of the submission

To assist the partnership in reviewing each submission and completing the appropriate procurement paper work for the award of the contract, the partnership would like a 2 page overview of the submission highlighting the key features and aspects of the design and associated papers.

Contractor should submit	<i>2 page overview of summary highlighting key points.</i>
Yes/No	

Selection Criteria

The proposals will be evaluated against the criteria below, and the package will be awarded to the contractor with the highest score.

EVALUATION CRITERIA

Cambridge Road and Cambridge Gardens Estates			
Contractor Name:			
Date :			
Design Evaluation Criteria	Max	Total score	Remarks - could include...
Site Evaluation	20		
Access and inclusivity			Ease of access into sites and around facilities, slopes, lighting, changes in levels. Relevant surfacing for target users. Consideration of range of disabilities/challenges.
Materials			Natural, sustainable, safety surfacing, durability, aesthetics, future maintenance.
Integration with existing Landscape			Noise, position of equipment, consideration of surrounding landscape, allow for change and evolution
Play Value	30		
Range of equipment			Risk and challenge, age ranges, overcoming difficulties, being thwarted, testing (jumping, climbing etc), imagination, interaction with other users.
Fitness activities			Testing core elements – balance/cardio/resistance.
Alternative recreation			Social interaction opportunities, quiet area, free play, Informal use of surrounding landscape.

Interpretation of Design brief/quality	30		
Design rationale			Understand core elements of the project and transferring into good design.
Presentation of proposals			Clear and concise design visuals
Safety Standards			BS EN 1176 and BS EN 1177, ROSPA etc, health and safety plan – CHAS, HSE reported incidents, risk assessment
Community engagement strategy	10		
Consultation techniques			Unique, target specific user groups.
Community ownership			Continued community involvement on completion of project, limit ASB.
Price breakdown	5		
Value engineering			Value for money. Itemised breakdown of costs, warranties/guarantees, benefits in kind or discounts.
Project Management	5		
Method statement, PIP.			Clear, concise and easily understood.
TOTAL	100		

5 Submission Check list

Please check that all documents below are completed and returned.

	Yes/ No
1 indicative design based on the requirements of Moor Lane	
Design rationale	
Itemised breakdown of costs	
Health and safety plan	
Guarantees and warranties	
Community Engagement Strategy	
Details of any match funding, benefits in kind or discounts	
Project Implementation Plan	
Project Method Statement	
2 page executive overview of the submission	

Appendix 1 – LMT Grant application (relevant sections)

THE LONDON MARATHON CHARITABLE TRUST LIMITED

GRANT APPLICATION 2010

Royal Borough of Kingston upon Thames Housing Services on behalf of Cambridge Road Estates Community Group and Cambridge Road Estates Residents Association.

3. WHAT WOULD YOU SPEND IT ON (IN NOT MORE THAN 50 WORDS)

Family fun and fitness. The creation of a cross generational health and well being facility across the Cambridge road Estate. Encompassing play facilities along with static outdoor fitness equipment for all to use coupled with the use of the landscape of the estate itself to form a unique exercise trail.

5. HAVE ALL NECESSARY PERMISSIONS, PLANNING APPLICATIONS, ETC. BEEN GRANTED?

Yes

No

If “No”, please explain the situation.

The exact locations will be determined through further community consultations. It is intended for the bulk of the facility to create a community hub and a focus for socialising on the estate so the final location will be determined after further consultation with planning permission sought if necessary. Some potential areas under consideration have previously been play facilities when they were last in use numerous years ago, should these be chosen as final locations then planning permission may not be necessary.

The Cambridge Road Estate is located in the Norbiton ward and the Kingston Town Neighbourhood of the Royal Borough of Kingston upon Thames. Its population represents 17.7% of the total ward population. The 2001 Census population estimate was 1,569. The population is diverse including young families, older people, a growing BME population which includes refugees and asylum seekers and a number of disabled people.

The Cambridge Road Estate is the largest social housing estate in the Royal Borough of Kingston and is one of the main pockets of deprivation in the Borough.

The borough of Kingston is considered to be wealthy and has a high proportion of owner occupied homes. However the Cambridge Road Estate remains the most deprived area in Kingston on a national scale. The average income on the estate is very low with a large proportion of residents experiencing ill health due to their poor socio economic status, they have a reduced life expectancy and greater problem accessing health and leisure services than the majority of the boroughs population.

NHS Kingston and the Royal Borough of Kingston have identified the area as being disadvantaged with many residents living in poor housing conditions, facing higher levels of unemployment and higher rates of crime.

A 2008 Joint Strategic Needs Assessment (JSNA) identified that there was a 5.7 year difference in life expectancy at birth for men compared with neighbouring wards, with the difference is even greater for women, 7.5 years, other JSNA markers – premature death, mental health, self-reported measures of health – all paint a picture of marked health inequality.

The creation of a facility which crosses generations will allow for the maximum benefit for the 1,569 residents on the estate to enjoy and go some way to addressing some of these health inequalities by providing a much needed facility that may otherwise be inaccessible to many of the residents. It will provide high a quality recreation facility which address the needs of the local community, form a community hub and go some way to further develop community cohesion on the estate.

Aside from a MUGA which is in need of renovation, The estate does not have any similar facilities and has been without play facilities for numerous years. This project is designed to tackle this need and develop local participation in sport, recreation and play.

To substantiate this need, following a feasibility study entitled 'YouCanKingston', in which in-depth work with residents was undertaken, specific recommendations for the estate included; The development of play areas which encompass a broad age spectrum. The design and delivery of Sport and leisure facilities which allow for social networking opportunities as well as designing out crime by providing opportunities to engage and occupy the youth coupled with improving the fabric of the estate itself.

It is felt that this project will bring life to the estate and provide opportunities for all the residents of the estate particularly for upwards of 372 children, many of whom have never had play facilities which are easily accessible to them, furthermore the nature of the project will be of benefit to all the other residents, many of whom would not usually be able to access such facilities.

This facility is intended to form an essential community hub where opportunities for such activity are limited. Installations in other boroughs estimate usage of between 200-250 people per day of diverse age groups spanning generations and it is anticipated that the numbers will be similar here.

Below is a resident breakdown of age structure as taken in the 2001 census providing an indication as to the number of potential users. The cross generational aspect of this project and the holistic approach to sports, play and recreation that it is taking means that it may be enjoyed by all residents of the estate.

8. COMMUNITY USE. Please demonstrate how your project will comply with our community use criteria. How many people and in what age groups from the local community do you think will use or benefit from the facility? PLEASE REMEMBER THAT YOUR FACILITY MUST BE AVAILABLE FOR USE BY THE COMMUNITY.

Age Structure, as identified in the 2001 census

Age Group	Cambridge Road Estate
0-4	116
5-7	75
8-9	60
10-14	97
15	24
16-17	41
18-19	31
20-24	110
25-29	111
30-44	327
45-59	283
60-64	81
65-74	109
75-84	87
85-89	11
90 & Over	6
Total	1,569

9. NEW USERS. How many people in your answer to 8. above, do you anticipate will be new participants in physical activity as a result of your receiving a grant from the Trust?

It's anticipated that 50% (minimum) of users will be new to physical activity. It will be available for use by targeted groups, mental health, obesity and disability and programmes will be implemented to facilitate this. This will involve work with the Local Authority, local stakeholders and Kingston's CSPAN who support this application.

OUTCOMES – Please tell us how you will monitor and evaluate the success of your project. If you receive a grant, you will be required to report your success.

Monitoring and evaluation will be conducted in the following ways;

Regular observation and sampling in order to ascertain footfall and gain user feedback.

Utilising existing 'YouCanKingston' media (website, twitter, vimeo and flickr sites) for both providing information and gaining feedback feedback,.

Door to door consultations with residents to gage the general opinion of the site.

Attendance records from facilitated programmes.

The overall success will be most determined by how the residents take ownership and whether it becomes the community hub that it is intended to be, therefore a case study will be produced also.

Appendix 2 – Map of estates



