

## Report on Tender Evaluation for Tenders to provide play equipment at Osbourne Road play area

### Summary

#### 1. Introduction

Following a Council decision [minute C 072/16], invitations to tender were sent to 4 suppliers of play equipment on 1<sup>st</sup> August 2016 for the design, supply and installation of play equipment for Osbourne Road play area [Appendix 1]. Two submissions were received by the due date of 30<sup>th</sup> August 2016 and considered by a Tender Panel on Friday 14<sup>th</sup> October 2016.

#### 2 Tender Panel

The Tender Panel was made up of four councillors, one representing St Boisil ward, which is the ward Osbourne Road play area is in, and three others. The councillors on the panel were Councillors Gibson [St Boisil ward], Hodgson, McLean, and Graham. BTC's Finance officer acted as secretary to the panel.

#### 3 Tender Evaluation Criteria

Initially, tenders were assessed for compliance with the check list supplied. Additionally, the tenders were assessed on the design layout proposed, including the suitability for the target age range, the individual play items, any additional furniture included, safety surface [type and extent] and cost.

#### 4 Tender Evaluation Results

4.1 Checklist: Both suppliers provided all the information requested within the submitted tenders.

4.2 Design: Both designs were similar in layout and equipment types suggested. Both were considered broadly suitable for the target age range, albeit with some reservations regarding the climbing frame proposed by supplier 1. The design provided by supplier 2 was thought to be more colourful as it incorporated coloured surface treatments.

4.3 Individual Play Items: Both proposals included similar basic play items; swings, springers, see-saw, roundabout, slide and climbing frame. In addition to the reservations about the climbing frame proposed by supplier 1, felt to be too old for the target age group, the panel also had reservations about the suggest style of roundabout and see-saw. There were no similar reservations regarding the play items suggested by supplier 2, with the climbing frame design seen as particularly suitable. The 'wide' slide to allow side by side sliding was also noted.

4.4 Additional Furniture: Neither submission included any non-play items

4.5 Safety Surface: The current play area is tarmac with safety surface surrounding the play equipment. Both suppliers proposed to use a wet pour safety surface. Supplier 1 proposed that the new safety surface would cover a similar area, while supplier 2 proposed to additionally remove areas of tarmac and replace these with safety surface.

4.6 Cost: the cost of the scheme proposed by Supplier 1 was 13% higher than that proposed by Supplier 2

## 5 Conclusions & Recommendation

Having considered all aspects of both tenders, the panel concluded that the proposal from Supplier 2 represented the better design and combination of play items. Together with the greater area of safety surface and lower price, the panel concluded this proposal represented best value for money.

Therefore, the panel would recommend BTC accept the tender from Supplier 2 at a cost of £34987.20.

Appendix 1

**Our Ref:**

**Your Ref:**

**Date:**

**Please ask for:** Wendy Pattison

**E-mail:** town.clerk@berwick-tc.gov.uk

Dear Sir/Madam

OSBORNE ROAD PLAY AREA, TWEEDMOUTH, BERWICK-UPON-TWEED, TD15 2HS

Invitation to Tender for Design, Supply & Installation of play equipment, furniture and safety surfacing at Osborne Road Play Area, Tweedmouth, Berwick-upon-Tweed, TD15 2HS. The play area is to be designed to cater for 10 years and under age group.

The Contractor shall be deemed to have satisfied itself before submitting its tender as to the accuracy and sufficiency of the rates and prices stated in the tender which shall (except in so far as is otherwise provided in the Contract) cover all the Contractor's obligations under the Contract and the Contractor shall be deemed to have obtained for itself all necessary information as to risks and any other circumstances.



## **Section 1: Introduction and background**

### **Berwick-upon-Tweed Town Council**

The Council is a local authority established under the Local Government Act 1972. It performs the functions of a parish council for Berwick, Spittal and Tweedmouth. The Council employs 5 staff, including An Acting Town Clerk and a part-time Finance Officer. As a public body the Council is subject to statutory duties to disclose information it holds, including under the Freedom of Information Act 2000. Further information about the Council's activities and finances can be found [http://www.berwick-tc.gov.uk/town\\_council](http://www.berwick-tc.gov.uk/town_council).

Please register your intention to submit a tender by sending an email to

Wendy Pattison, Acting Town Clerk, [town.clerk@berwick-tc.gov.uk](mailto:town.clerk@berwick-tc.gov.uk) to include all contact details. This will enable us to inform you of any alterations or additions to the specification.

### **Checklist for Tenderers**

Failure to provide all of the items in the checklist may cause your Tender to be non-compliant and not considered.

Number of Items to be included in the Tender

1. A detailed cost breakdown detailing each item on the Schedule of Work sheet or equivalent
2. Guarantee and warranty information as appropriate.
3. References x 2
4. Insurance - Requirements: All adequate insurance to run alongside the contract as required. Please submit certificate of public liability insurance

### **Timescales for Delivery**

This timetable is indicative only. The Council reserves the right to change it at its discretion.

Stage Date(s)/time

Issue of Invitation to Tender 1<sup>st</sup> August 2016

Submission of Tenders 12:00 noon 30<sup>th</sup> August 2016

Evaluation of Tenders from 5<sup>th</sup> September 2016

Notification of result of evaluation 15<sup>th</sup> September 2016

Contract commencement - Week beginning 3rd October 2016

Yours sincerely

Wendy Pattison  
Acting Town Clerk

On Saturday 1<sup>st</sup> October our town was invaded by an organised gang of racists and fascists. The public were protected from them by the Northumberland Police, but they were still allowed to chant racist slogans and intimidate residents.

Of particular note is that Nazi salutes were made in our Town, and they were taken by the Police to the Church were in a few weeks time we will be remembering the millions of people who gave their lives to keep our country free of these sort of people. These actions by the self-styled 'Northern Infidels' and 'Scottish Defence League' insulted our war dead and they defiled their sacrifice. Also present were members of highly unpleasant organisation known as 'Direct Action' who are openly racist, and style their emblem on the Nazi SS.

I myself am a 3<sup>rd</sup> generation immigrant, as my grandparents were refugees who were given sanctuary in this country. Many other Berwick residents are no doubt the descendants of refugees and immigrants. If you go back far enough we are all immigrants. There is a large Polish community living in Berwick, who contribute to our economy. We ought to be taken our fair share of sheltering refugees from the war zones that surround Europe today.

I would like Berwick Town Council to consider the following resolution at its earliest opportunity Berwick Town Council believes that racism has no place in our town, and that the supporters of race hatred are not welcome here.

The Town Council resolves to write to the Northumberland Chief of Police and Police Commissioner to answer the following questions

1. Why was this march not banned?
2. Why were none of the marchers arrested for incitement to race hatred?
3. Why were Nazi salutes allowed, and the racists allowed to march past the Church were we will be remembering our war dead in just over 4 weeks time?

We also request that all further political marches are banned as they constitute a breach of the peace.

# NORTHUMBERLAND

## Northumberland County Council

County Hall • Morpeth • Northumberland • NE61 2EF  
• Web: [www.northumberland.gov.uk](http://www.northumberland.gov.uk)

Berwick Town Council  
Gareth Davis

Our Ref: HO166130  
Your Ref:  
Contact: Mr T Luck  
Direct Line: 01670 622588

E-mail: [HighwaysProgramme@northumberland.gov.uk](mailto:HighwaysProgramme@northumberland.gov.uk)  
Monday 31st October 2016

Dear Sir/Madam

### **Proposed No Waiting at Any Time Restrictions, North Road / Windsor Crescent, Berwick upon Tweed**

Residents have raised concerns with County Councillor Jones, regarding vehicles being parked too close to the junction of North road / Windsor Crescent, Berwick upon Tweed, causing a traffic safety issue. Councillor Jones has therefore requested that "No Waiting at Any Time" restrictions be introduced at this junction in order to alleviate these concerns.

I am therefore writing in accordance with Regulation 5 of the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1998 (as amended) to formally advise you on the proposed introduction of "No Waiting at Any Time" parking restrictions at North Road / Windsor Road, Berwick upon Tweed as shown on the attached plan.

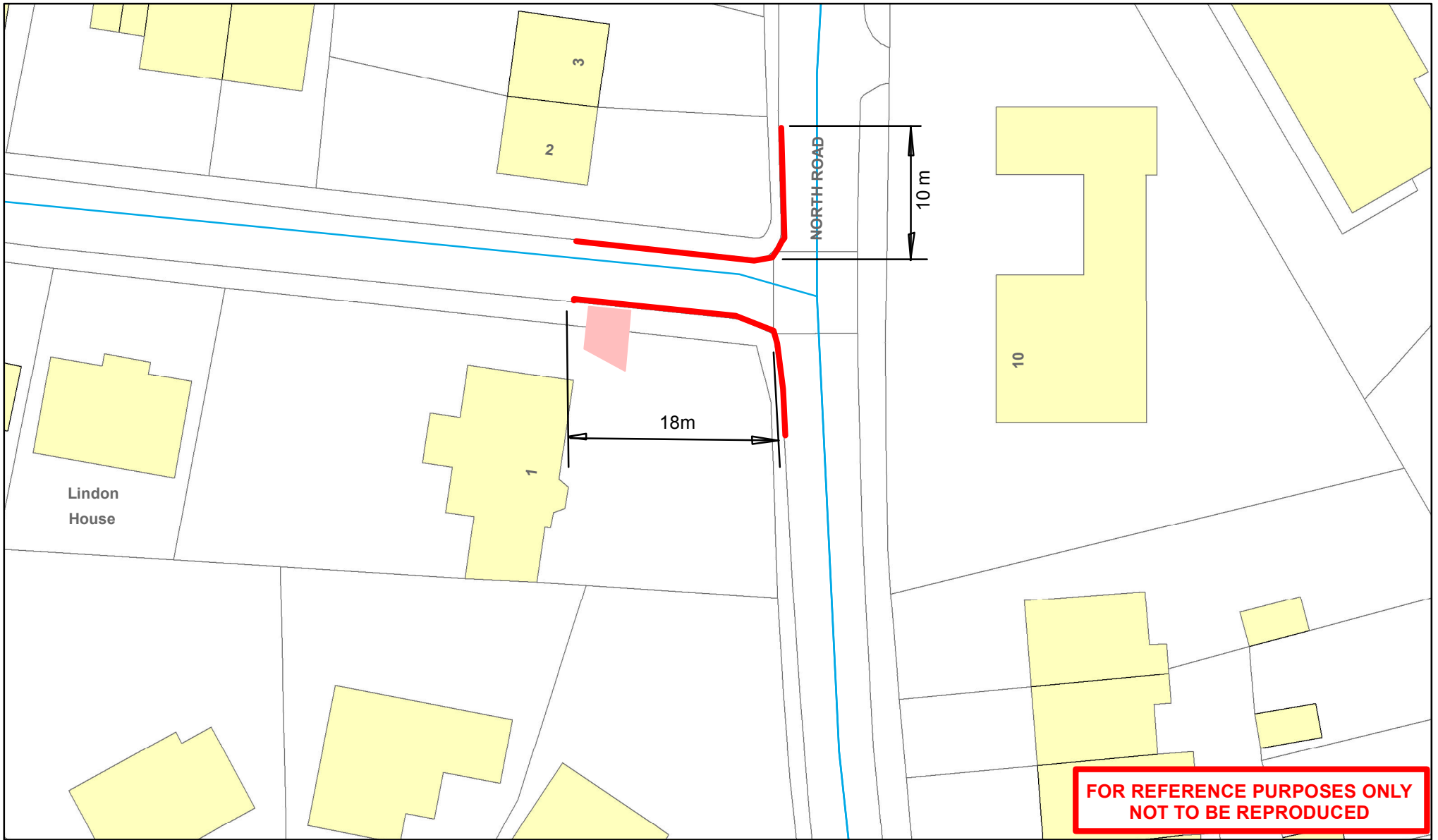
If you have any comments or observations regarding this proposal please can you email or write to Highways Programme and Production, County Hall, Morpeth NE61 2EF before the 14<sup>th</sup> November 2016

Yours faithfully



Terry Luck  
**Programme Officer**






**NORTHUMBERLAND**  
Northumberland County Council

**Network Management  
Information System**

Title: Proposed DYL junction of  
North Road & Widsor Crescent  
Berwick upon Tweed

 PROPOSED NO WAITING AT ANY TIME  
RESTRICTIONS (DOUBLE YELLOW LINES)


Northumberland County Council  
County Hall  
Morpeth  
Northumberland NE61 2EF Tel: 01670 533000

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Drn:  
AW

Date:  
Sept 16

Scale:  
NTS

 PRIVATE ENTRANCE

## **Berwick upon Tweed Town Council Neighbourhood Plan Steering Group**

### **MINUTES OF THE MEETING HELD ON FRIDAY September 23rd 2016**

#### **AT THE TOWN COUNCIL OFFICE, BERWICK**

#### **Present**

16/50 Cllr E Goodyer (Chairman); Cllr P Hodgson; Julien Lake; Thomas Stewart; Stephen Scott; Brian Darling; Lady Zoreen Hill; Elaine Paterson.

#### **In Attendance**

16/51 Steve Cozens, Assistant to the Clerk; Jo-Anne Garrick, Consultant.

#### **1. Apologies for absence**

16/52 Cllr K Graham; Cllr G Hill; Cllr C Seymour.

#### **2. Minutes of the Meeting held on August 12th 2016**

16/53 Agreed by all and duly signed.

#### **3. Matters arising from the Minutes**

16/54 None.

#### **4. Visions & Objectives as per attached**

16/55 Members were supplied with two version of Visions & Objectives, a Thematic version (Annex 1) and a Topic based version (Annex 2). This would be a living document, not a consultation, informing the public and asking for feedback. It was decided to use Annex 1 with the word Objective removed along with any reference to specific sites. This would be a vision and part of plan working in topic groups and not the final version.  
Cllr E Goodyer would draft a version which would reference topic groups.

#### **5. Consultation**

16/56 A £1,500 grant had been obtained and, with the previous flyer used as a draft, Royal Mail would be used for a leaflet drop which would ask for feedback into topic groups.

#### **6. Reports from WGs**

16/57 TRANSPORT – a plan has been produced but more work will be required.  
EMPLOYMENT & SKILLS – Jo-Anne attended the SLA Conference on Friday and was able to gain some evidence which needs to be included with statistics around employability etc. Now have stronger links with Northumberland College and Adult Learning Skills and have had discussions about apprenticeships. There is a further meeting planned for next week.  
There was a session for the Neighbourhood Plan at the recent Small Business Conference where it was felt that employment land should be allocated and this should be protected. Also mentioned was Tweedmouth which has a lot of large derelict units. Pressure is there for housing. Evidence suggests that there are fewer offices to let, spaces are being taken. The office vacancy rate



is going down.

TOURISM – Trying to engage with people about opportunities around Spittal. So much so that Mike Greener of Spittal Improvement Trust would like to join the group. This was agreed.

## **7. AECOM packages**

16/58

Cllr E Goodyer would chase AECOM to get character appraisal approved. A package is available that produces environmentally sensitive sites. There will be a meeting in 3 to 4 weeks time to discuss a skills centre in Berwick. During the Small Business Conference the idea of Business Incubator Units was mentioned. The Youth working group believe there is cross-over of subject matter. They felt that needs should be identified and then they would liaise with other working groups.

## **8. Date of next Meeting and items for consideration**

16/59

Friday, 28 October 2016 at the Town Council Office at 5pm.

## **BERWICK-UPON-TWEED TOWN COUNCIL**

**Minutes of the Town Council Planning Committee Meeting held on Tuesday, 20 September 2016 at 6.30pm in the Ante-Room, Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors: G Roughead (Chair)  
A Forbes  
G Smith

### **IN ATTENDANCE:**

S Cozens, Assistant to the Clerk  
2 member of the public

### **OPEN SESSION**

The meeting were asked if they had any knowledge of a development on the Old British School, Palace Street East. The Assistant to the Clerk was asked to explore further.

#### **P028/16 1. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillors I Dixon, G Hill and C Seymour.

#### **P029/16 2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on Tuesday, 9 August 2016 were agreed and signed as a correct record.

#### **P030/16 3. DISCLOSURE OF INTERESTS**

Councillor A Forbes declared a personal interest in Item 6, Applications 16/02968/LBC and 16/02969/FUL (2 Pier Maltings, Pier Road, Berwick-upon-Tweed, Northumberland. TD15 1JB) and 16/02800/FUL and 16/02801/LBC (12 Quay Walls, Berwick-upon-Tweed, Northumberland. TD15 1HB).

#### **P031/16 4. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

#### **P032/16 5. LOCAL NEIGHBOURHOOD PLAN**

No update was provided. However, as this was a standing item, further updates

P033/16

would be provided at future meetings as required.

## **6. APPLICATIONS FOR PLANNING PERMISSION**

**16/02985/FUL**

**Proposed erection of a new sunroom to the rear of the property.**

**(Retrospective)**

**87 Prior Road, Tweedmouth, Berwick-upon-Tweed, Northumberland. TD15  
2EL**

No objection.

**16/02968/LBC**

**Proposed alteration from window to glazed door, and erection of second-  
floor external balcony to the south elevation.**

**2 Pier Maltings, Pier Road, Berwick-upon-Tweed, Northumberland. TD15  
1JB**

Members had no objection in principle but were concerned the application could set a precedent.

**16/02969/FUL**

**Proposed alteration from window to glazed door, and erection of second-  
floor external balcony to the south elevation.**

**2 Pier Maltings, Pier Road, Berwick-upon-Tweed, Northumberland. TD15  
1JB**

Members had no objection in principle but were concerned the application could set a precedent.

**16/02903/LBC**

**Listed Building Consent for sub division of Grade 2 listed building into 2  
No 3 bedroom houses; 2 No rear additions to provide kitchens; 1 No new  
front door out onto Ravensdowne.**

**76 Ravensdowne, Berwick-upon-Tweed, Northumberland. TD15 1DQ**

Members appreciated the development but would agree with any comments provided by the Conservation Officer.

**16/02086/LBC**

**Listed Building Consent: Removal of unsafe metal fire escape; Demolition of timber wall clad and metal roofed garage; Demolition of redundant water tank.**

**Castle Hills House, Berwick-upon-Tweed, Northumberland. TD15 1PB**

No objection.

**16/02800/FUL**

**Proposed removal of existing balcony structure and French doors and replacement of external door and fitting of new windows in former door openings to the rear of property.**

**12 Quay Walls, Berwick-upon-Tweed, Northumberland. TD15 1HB**

No objection.

**16/02801/LBC**

**Listed building consent for the proposed removal of existing balcony structure and French doors and replacement of external door and fitting of new windows in former door openings to rear of property.**

**12 Quay Walls, Berwick-upon-Tweed, Northumberland. TD15 1HB**

No objection.

**16/02963/FUL**

**Proposed erection of 3 dwelling houses and landscaping on the site of the existing builders yard, including change of use and the demolition of the existing buildings, structures and wall.**

**G M Craig Building Contractors Ltd Workshop, Princes Street, Spittal, Berwick-upon-Tweed, Northumberland. TD15 1QX**

Members were concerned that the site seems too small for three dwellings, that access is close to a junction and that reserves of coal exist which could be worked in the future.

**16/01763/FUL**

**Retrospective - The siting of five shipping containers and one portakabin**

**for on-farm storage.**

**Farm Office And Land South East Of Farm Office, Castle Hills, Berwick-upon-Tweed, Northumberland.**

No objection.

**16/03010/FUL**

**Proposed demolition of existing access steps and provision of independence stair lift, new concrete landing and replacement steps.**

**24 Blakewell Gardens, Tweedmouth, Berwick-upon-Tweed, Northumberland. TD15 2HJ**

No objection.

**P034/16**

**7. PLANNING APPLICATION DECISION LIST**

The decisions provided in the attachment were noted.

**P035/16**

**8. DATE OF NEXT MEETING**

The date of the next meeting would be Tuesday, 18 October 2016 at 6.30 pm.