



## **TENDER FOR THE BEVERLEY SKATE PARK REFURBISHMENT PROJECT**

**Organisation:** Beverley Town Council

**Project:** Refurbishment of the Beverley Skate Park

**Tender Overview:** To commission a specialist company to manage all aspects of this project, including stakeholder consultation, skate park design, physical works and all other aspects related to the refurbishment of the Beverley Skate Park.

**Deadline:** Tenders responses should reach Beverley Town Council by **FRIDAY 17<sup>th</sup> JUNE 2022** sent by email to [clerk@beverley.gov.uk](mailto:clerk@beverley.gov.uk)

### **CONTENTS**

Project Details	.....	Page 2
Location	.....	Page 3
Finances	.....	Page 4
User Groups and Stakeholders	.....	Page 4
More than just a Skate Park	.....	Page 4
Experience and Qualifications	.....	Page 5
Tender Responses	.....	Page 5
About Beverley Town Council	.....	Page 6
Town Council Contact Details	.....	Page 6
Photographs of the Skate Park	.....	Page 7

# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

## **PROJECT DETAILS**

The Beverley Skate Park is a facility owned and managed by Beverley Town Council. It is almost 20 years since the facility opened and is now in need of significant redesign, refurbishment and repair. It is tired and in some state of disrepair, although fulfils health and safety regulations (the most recent annual inspection was February 2022).

When it was first built, the designs and materials of the time were utilised, but as things have progressed, the engineering used to build such facilities has also changed and improved.

The facility is now in need of a complete overhaul, to ensure it remains relevant and well used.

Therefore, Beverley Town Council is tendering out for a specialist company to manage all aspects of this, including:

- Consultation with user groups and stakeholders, to ensure a sense of community ownership and that the facility fulfils the desires to those who use it.
- Project budget preparation.
- Assisting to identify and acquire external funding that may be required.
- Refurbishment design to provide a new, vibrant and sustainable facility.
- The implementation and management of all physical work.
- To attend and report back to regular progress

The land on which the Skate Park is sited is rented by Beverley Town Council from East Riding of Yorkshire Council, which has explained there is no opportunity to expand the current footprint of the facility. Therefore, the refurbishment will only take place on the exact site of the current facility.

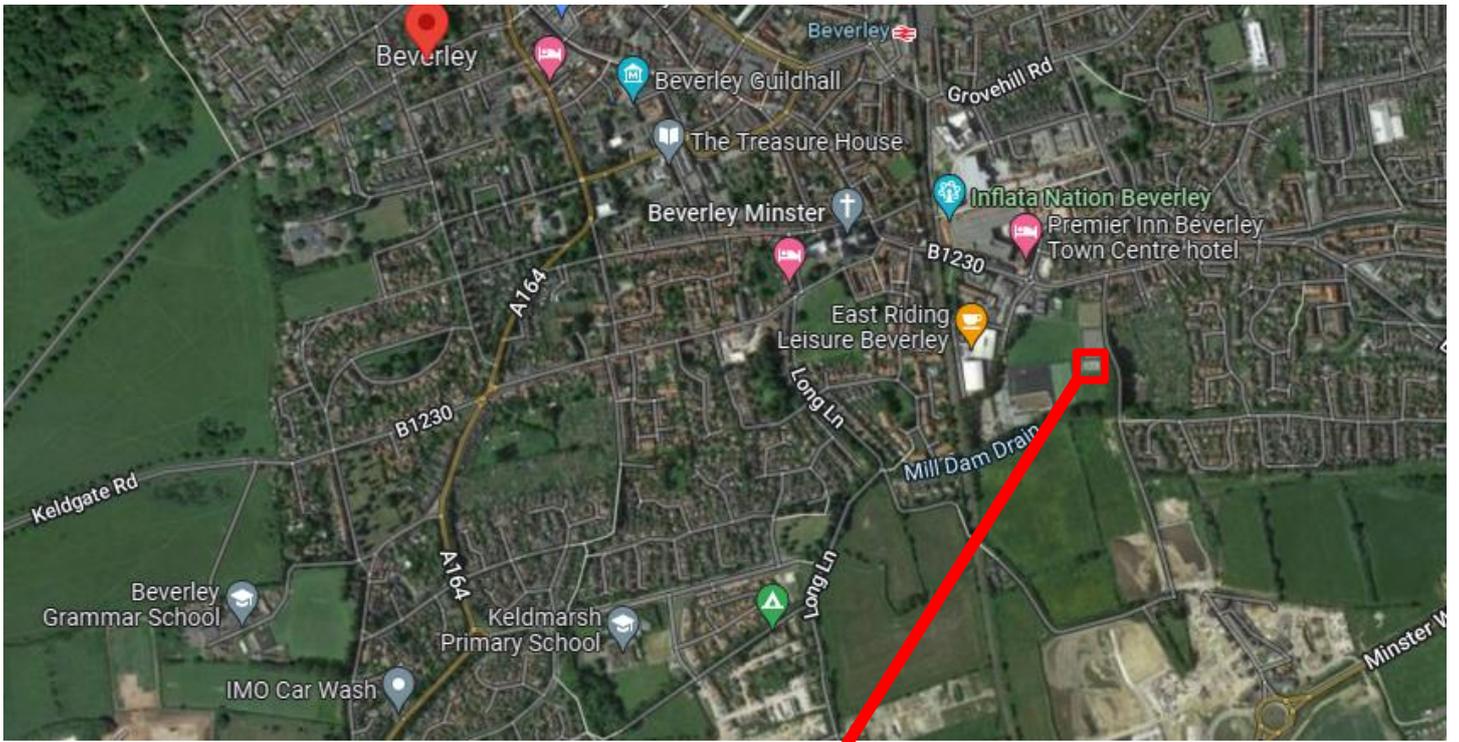
The Skate Park site itself is 648 square metres or thereabouts.

If you wish to visit the facility, you are welcome to do so. It is open to the public 7 days a week and gates remain open at all times. You are also welcome to contact the Acting Town Clerk if you would like to discuss the project.

# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

## LOCATION

The Skate Park is located on land that forms part of the Beverley Leisure Complex, which is owned and managed by East Riding of Yorkshire Council. The parcel of land on which the Skate Park sits is leased to the Town Council on what is essentially a “peppercorn rent”. Access to the facility is either via main Leisure Complex entrance on Flemingate or via a gate closer to the Skate Park on Spark Mill Lane.



# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

## **FINANCES**

Due to this sort of project not being something in which the Town Council specialises, it will require the successful tender applicant to advise on appropriate costs to fully develop and realise this project.

To date, the Town Council has ringfenced £70,927 for this project.

One of the first main tasks of the successful applicant will be to produce a “sliding scale” project budget, providing details of what could be achieved at various budget levels.

If additional finances are required to those already allocated, the successful applicant will also provide advice and guidance as to where the other funding can be sourced (e.g. grant applications, commuted sums, sponsorship, etc.) and support the application process to do so.

## **USER GROUPS AND STAKEHOLDERS**

It is vital that user groups and stakeholders are involved from the start. It is important that the views of users are taken into consideration when redesigning the facility so as to meet their needs. This will also give them sense of joint ownership. Therefore, the Town Council requires details as to how the successful tender applicant would achieve this.

It is also hoped that an ongoing user group can be established with support from other youth outreach teams, to ensure the ongoing positive involvement of facility users.

Other stakeholders include elected members of Beverley Town Council, the Town Clerk, the Beverley Leisure Complex Manager, East Riding of Yorkshire Council Ward Councillors, Youth Services e.g. East Riding of Yorkshire Council (ERYC) Youth Outreach, East Riding Voluntary Actions Services (ERVAS) Youth Officers, etc.

In recent months, ERVAS has been sending youth officers to the skate park to start building proactive relationships with user groups. This has included white-washing the site and creating new street art, etc.

## **MORE THAN JUST A SKATE PARK**

Whilst the primary function of the facility will be for skateboards, BMXs, rollerblades, etc., the Town Council also envisages the Skate Park acting as an open-air drop-in centre.

Beverley no longer has a dedicated, physical youth centre. Therefore, it is hoped some services can be provided at the Skate Park, such as drop-in support in terms of health education, mental health wellbeing, etc., to enable the facility to become more than just a Skate Park, but a significant safe space for young people regardless of their interest in skating and where appropriate organisations can liaise with them to provide important support services.

# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

## **EXPERIENCE AND QUALIFICATIONS**

In your tender submission, you must be able to evidence the following:

- An expert professional knowledge of skate park projects of this kind.
- A portfolio of similar success projects.
- Experience of consulting with user groups and stake holders.
- Proper insurances, Health and Safety accreditations, etc.
- Not a sole trader – must be a limited company.
- Innovation and creativity.
- Experience of working with town and parish councils, alongside senior county and unitary authorities.

It would also be desirable to:

- Hold appropriate event management qualifications.
- Knowledge of the external funding sector to which applications could be made to support this project.

## **TENDER RESPONSES**

The deadline for tenders is **FRIDAY 17<sup>th</sup> JUNE 2022** sent by email to [clerk@beverley.gov.uk](mailto:clerk@beverley.gov.uk)

Your tender response should include:

- A breakdown of your costs to fulfil the services required to develop and deliver this project
- Evidence that you can fulfil the requirements of the Town Council.
- Evidence that you can fulfil the responsibilities as detailed in this document.
- Evidence that you have the experience and qualifications as detailed in this document.
- Evidence of budget planning and funding acquisition experience (e.g. sponsorships, external funding bids, etc.).
- Your ideas as to how this project can be creatively, yet cost-effectively delivered.

# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

## **ABOUT BEVERLEY TOWN COUNCIL**

Beverley Town Council has been making a positive difference to the town since it was formed in 1999.

Working at the heart of the local community, it consists of four wards – Minster North, Minster South, St Mary’s East and St Mary’s West). These are all within the Town Council (or Parish) boundaries.

Whilst East Riding of Yorkshire Council oversees many larger, infrastructure issues such as housing, highways, social services, council tax, etc., the Town Council helps to bring a uniqueness to Beverley and works at a grassroots level within the community.

There are 14 elected Councillors and 4 members of staff:

- Town Clerk (37 hours per week - currently on extend sick leave)
- Deputy Town Clerk (35 hours per week – currently Acting Town Clerk)
- Administration Officer (22 hours per week)
- Finance Officer (10 hours per week)

The above puts in context the limited size of the Town Council and emphasises the requirement to tender out for specialist services to develop the Skate Park refurbishment project. For more information visit [www.beverley.gov.uk](http://www.beverley.gov.uk).

## **TOWN COUNCIL CONTACT DETAILS**

**Acting Town Clerk:** Mr Matthew Snowden

**Address:** 12 Well Lane, Beverley, East Riding of Yorkshire, HU17 9BL

**Telephone:** 01482 874096

**Email:** [clerk@beverley.gov.uk](mailto:clerk@beverley.gov.uk)

**Website:** [www.beverley.gov.uk](http://www.beverley.gov.uk)

# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

## PHOTOGRAPHS OF THE SKATEPARK



# BEVERLEY SKATE PARK REFURBISHMENT PROJECT

