

# ARUN DISTRICT COUNCIL

## REPORT TO AND DECISION OF ECONOMY COMMITTEE ON 19<sup>TH</sup> JANUARY 2022

### REPORT

**SUBJECT:** Bedford Street Public Toilet Refurbishment

**REPORT AUTHOR:** Paul Broggi – Property, Estates & Facilities Manager

**DATE:** 1<sup>st</sup> December 2021

**EXTN:** 01903 737506

**AREA:** Property, Estates & Facilities - Technical Services Group

### EXECUTIVE SUMMARY:

This report seeks to gain authority for the proposed refurbishment of the public WC's. Authority is further sought for the project to proceed to tender and placement of contract and works order for the project with the most economically advantageous contractor to permit project delivery.

### RECOMMENDATIONS:

The Committee is requested to:

- 1** - Approve for the Council to proceed with the procurement of the revised design and refurbishment and associated works to Bedford Street Public Toilets as presented.
- 2** - Delegate authority to the Group Head of Technical Services, to authorise and enter into contract with, and place order for, the tendered works with the most economically advantageous contractor following the procurement exercise to enable project delivery.
- 3** – Agree that the funding for the project of £250,000 be moved from 2021/22 to 2022/23 to align with the likely delivery of the works.

### 1. BACKGROUND:

**1.1** Property, Estates & Facilities are responsible for the planned preventative and reactive maintenance and repair of the public toilets across the Arun District. Bedford Street public toilets were highlighted in the Council's Strategic Vision for Public Conveniences within Arun (see background papers) for retention and refurbishment. These toilets are considered to be one of the Council's highest volume use public conveniences. Regrettably they are also regularly the subject to anti-social behaviour and so it is considered vital that the redesign and refurbishment design out aspects that contribute to this unacceptable use.

**1.2** The proposed works include for a redesigned layout to provide unisex cubicles and full refurbishment. The new WC cubicles will open out into a wide central visible communal area which will be open at the front facing onto Bedford Street (this will be capable of

being closed and secure when the facility is shut). Suitable accessible / disabled facilities will be provided. Similar designs are adopted across the District and these have been well accepted and show increased customer care in use and reduced anti-social behaviour issues. The works are estimated to cost within the region of £250,000.00 and will be accommodated within the Councils allocated Asset Management Budget for 2021/22. Please refer to background papers to view the existing layout and the proposed new design to be procured.

**1.3** The proposed design has been subject to consultation with Sussex Police as well as the Council's Community Safety team. The presented design, included in the attached background papers, received unanimous support in respect of the proposed layout which was considered to be positive in terms of assisting in the prevention of anti-social behaviour at this location.

**1.4** Under advice from the Council's procurement team the project will be publicly tendered in compliance with Contract Standing Orders. The Council will look to procure the contract by the identification of the most economically advantageous contractor and will score the tender based on an agreed assessment matrix with scoring weighted to 60% quality and 40% price.

## **2. PROPOSAL(S):**

**2.1** - That the Economy Committee approve for the Council to proceed with the procurement of the revised design and refurbishment and associated works to Bedford Street Public Toilets as presented.

**2.2** - That the Economy Committee delegate authority for the Group Head of Technical Services, to authorise and enter into contract with, and place order for, the tendered works with the most economically advantageous contractor following the procurement exercise to enable project delivery.

**2.3** - That the funding for the project of £250,000 be moved from 2021/22 to 2022/23 to align with the likely delivery of the works.

## **3. OPTIONS:**

Alternatively:

**3.1** - That the Economy Committee **do not** approve for the Council to proceed with the procurement of the revised design and refurbishment and associated works to Bedford Street Public Toilets as presented.

**3.2** - That the Economy Committee **do not** delegate Authority for the Group Head for Technical Services, and **do not** authorise to enter into contract with, and place order for, the tendered works with the Council's identified preferred bidder.

## **4. CONSULTATION:**

Has consultation been undertaken with:	<b>YES</b>	<b>NO</b>
Relevant Town/Parish Council	X	
Relevant District Ward Councillors	X	
Other groups/persons (please specify) Bognor Regis BID	X	

<b>5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)</b>	<b>YES</b>	<b>NO</b>
Financial	X	
Legal	X	
Human Rights/Equality Impact Assessment	X	
Community Safety including Section 17 of Crime & Disorder Act	X	
Sustainability	X	
Asset Management/Property/Land	X	
Technology		X
Other (please explain)		X
<p><b>6. IMPLICATIONS:</b></p> <p><b>Financial</b></p> <p>The funding required for this work (£250,000) is currently included in the Asset Management budget for 2021/22. However, it is now expected that the work will not be undertaken until the financial year 2022/23. It is therefore recommended that the funding identified be re-profiled to 2022/23 from 2021/22.</p> <p><b>Legal</b></p> <p>The proposed award is in accordance with the Council's Contract Standing Orders and the public procurement rules. The procurement process ensures the Council meets its duty to secure best value under the Local Government Act 1999. Once procured, Legal Services will be instructed to agree and complete a Joint Contracts Tribunal (JCT) contract with the preferred contractor.</p> <p>The Council has the power under s87 Public Health Act 1936 to provide public conveniences in proper and convenient situations.</p> <p><b>Human Rights/Equality Impact Assessment (EIA)</b></p> <p>An EIA has been completed as part of this report (see background papers). No identified actions are required in relation to the submitted proposal and recommendations of this report.</p> <p><b>Community Safety including Section 17 of Crime &amp; Disorder Act</b></p> <p>Sussex Police and the Council's Community Safety Team have been consulted at the design stage and have all provided their support in respect of the proposed layout which is positive in terms of assisting in the prevention of anti-social behaviour at this location.</p> <p><b>Sustainability</b></p> <p>The Council will utilise energy saving / low consumption electrical fittings LED's when completing the refurbishment in accordance with the Councils carbon reduction commitment.</p>		

**Asset Management / Property / Land.**

The works will be contract managed in-house by the Council's Property & Estates team. This is essential planned preventative maintenance work that will assist in securing the longer-term condition of this asset.

**7. REASON FOR THE DECISION:**

The redesigned proposed layout and refurbishment of this public facility will assist with the reduction of anti-social behaviour in the area. It will ensure that the Council provide a more welcoming facility for the public to use in this location and allow the Council to deliver the Strategic Vision for Public Conveniences within Arun.

For the above reasons the recommended decision within this report is considered to be in the best interests of the Council.

**8. BACKGROUND PAPERS:**

8.1 – [Strategic vision for Public Conveniences within Arun.](#)

8.2 – Existing and Proposed design for Bedford Street Public Convenience.

8.3 - Equality Impact Assessment.