

# Arun District Council

<b>REPORT TO:</b>	<b>Policy and Finance Committee – 7 March 2024</b>
<b>SUBJECT:</b>	<b>Littlehampton Seafront Project</b>
<b>LEAD OFFICER:</b>	<b>Philippa Dart – Director of Environment and Communities Joe Russell-Wells – Group Head of Environment and Climate Change</b>
<b>LEAD MEMBER:</b>	<b>Cllr Matt Stanley</b>
<b>WARDS:</b>	<b>Beach, River</b>
<b>CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:</b> The Littlehampton Seafront project will implement parts of the Council's Vision by improving infrastructure that supports wellbeing and enabling improvements and activities to increase visitor spend. The project will also meet the town centre aspirations of the Council's Economic Development Strategy 2020-2025.	
<b>DIRECTORATE POLICY CONTEXT:</b> The Littlehampton Levelling Up Fund project sits within the Directorate plan. Its design will take account of existing maintenance contracts and management strategies.	
<b>FINANCIAL SUMMARY:</b> The budget for the project is £7,265,501, of which £7,234,201 is funded by a Levelling Up Fund grant from DLUHC. The remaining funding of £31,300 is funded by Arun District Council, sitting within the Changing Places budget on Asset Management for the inclusion of a Changing Places Toilet (CPT) facility at Littlehampton seafront. An additional sum of £25k has been made available for PV panels. A sum of £56k has been received from the Levelling Up Fund as a capacity and capability grant payment and is being specifically used to fund design guardians.	

## 1. PURPOSE OF REPORT

- 1.1 This report provides an update on the Littlehampton seafront project.

## 2. RECOMMENDATIONS

- 2.1 Members are asked to note the content of the report.

## 3. EXECUTIVE SUMMARY

- 3.1 This report provides an update on the Littlehampton seafront scheme, including preparations for the construction phase.

## **4. DETAIL**

### **4.1. Background**

Arun District Council has been awarded a £7,234,201 grant from the Levelling Up Fund (LUF) to enhance the seafront public realm in Littlehampton. The scheme, which received positive public support during consultation in 2016, will transform the seafront open space, attract more visitors, and boost economic regeneration in the town. The improvements will provide better opportunities to access culture, encourage outdoor activities that strengthen social connections and improve mental and physical health and well-being.

A refreshed version of the scheme was published for public consultation in October 2022 and the results showed a good level of public support for the designs. Comments received as part of the consultation were collated for further review by the design and build contractor. An updated scheme was presented to Policy and Finance Committee on 11 July 2023 and endorsed by Members.

### **4.2 RIBA Stage 4**

The project team is finalising the design details and construction drawings in preparation for obtaining a final cost to deliver the scheme. As part of the Stage 4 design the project team are concluding the value engineering process and are working towards achieving the required savings. There are minor changes to the approved design as a result of the value engineering process and therefore a Non-Material Amendment application (NMA) will be submitted.

The project team will shortly be submitting information required to discharge the pre-commencement conditions, including surface drainage details, an archaeological programme and construction management plan.

Procurement packages are being issued in phases to seek prices for the work, with over 50% of these packages already sent out to suppliers. Each package will require 3 proposals to be evaluated to ensure ADC receive value for money and each return will be reviewed by both the contractor and consultant team.

### **4.3 Construction phase**

The contractor's construction programme shows that work is expected to commence on site in spring 2024 and is due to be complete by winter 2024/25. Precise dates are still to be confirmed and in the coming weeks the contractor will be engaging with various sub-contractors to firm up and finalise the construction programme, which could result in some minor adjustments to the detail.

The phasing of the project has been planned to deliver the scheme as quickly as possible and where possible mitigation measures have tried to minimise disruption to visitors. There will be a range of challenges for the construction team and stakeholders to work through as the project is delivered.

Temporary facilities have been allowed for during the works to enable the provision of public toilets, accommodation for the Foreshore service and a store for the land train. Selected locations will allow these to continue to operate with minimal disruption.

The project is expected to be delivered as follows:

- Phase 1: Demolition of toilet block and commencement of new building(s) service and drainage diversions, commencement of new facilities in activity hub and marketplace at Banjo Road.
- Phase 2: Utilities service works, completion of new toilet block and new facilities in activity hub/marketplace, improvements to car park and creation of new entrance.

The contractor will be using a small section of the West Green car park as a temporary site compound during the first phase of works and will then utilise Banjo Road during the subsequent phases.

The phasing of the works will ensure that the majority of West Green car park is available for the summer season. Later in the year parking will become more limited but, weather permitting, additional overflow car parking provision could be made available to increase capacity.

During the construction phase coach parking will not be available in Banjo Road. Coaches will be able to drop and collect passengers at the bus stop in South Terrace and will be sign posted to park elsewhere. Signage has already been displayed on site to give advanced warning to coaches prior to works commencing. Contact will also be made with known coach companies to share this information.

Applications for events on the seafront area are being reviewed and officers will work with event organisers to minimise any required changes to proposed layouts. The safety of visitors and those attending events will be a priority.

#### 4.6 Communication

The project team are working to ensure that stakeholders are kept informed about the progress of the project.

Before construction commences:

- Notification of potential disruption or temporary changes to existing services to be displayed on site and circulated to relevant stakeholders.
- Messaging to be included on the council's website and social media posts.
- Letters sent to residents.
- Meet the contractor forum arranged.

During the works:

- Progress updates to Members.

- Links to the project website for information about the project to be displayed on site.
- Website to include progress updates.
- Signage to identify pedestrian routes.

When the contractor is working on site it is extremely important that they do not receive what could be perceived as instructions from anyone other than the appointed project managers. This could result in delays and have cost implications. Conversations with site personnel can also lead to incorrect information being circulated which wastes time while this is addressed.

Interest in the project is understandable and information will be available on the council's website. There will be a contact email address for people who have specific queries or concerns.

#### 4.7 Next steps

The project team will obtain a final cost for constructing the scheme and finalise preparations for the construction phase.

The following table summarises the expected project programme:

RIBA 1/2: Survey work, concept design, public consultation	Complete
RIBA 3: Framework tender to procure design and build contractor, detailed design, planning application	Complete
RIBA 4: Technical design, construction tender process	Early 2024
RIBA 5: Construction phase	Spring 2024 – Winter 2024/25

### 5. **CONSULTATION**

5.1 The original plans for the Littlehampton seafront were consulted on in 2017. The refreshed proposals for the scheme were shared with stakeholders and published for public consultation in October 2022. The consultation results were presented to Policy and Finance Committee on 13 December 2022.

5.2 Following the conclusion of the consultation the designs were developed further during RIBA Stage 3 and a planning application submitted, enabling further opportunity for public comment.

### 6. **OPTIONS / ALTERNATIVES CONSIDERED**

6.1 The council has committed to delivering the scheme in accordance with the terms of the Levelling Up Fund grant award, therefore no alternative options are being considered.

## **7. COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER**

- 7.1 The project is monitored regularly with no current financial implications outside of allocated budgets.

## **8. RISK ASSESSMENT CONSIDERATIONS**

- 8.1. A project risk register will be maintained for the duration of the project. The highest risks to the project are currently identified as cost, delivery within programme, and buried services.

The risks are regularly reviewed, and mitigation measures considered to reduce the risks.

## **9. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER**

- 9.1 This report is for noting and there are no governance or legal implications.

## **10. HUMAN RESOURCES IMPACT**

- 10.1 None.

## **11. HEALTH & SAFETY IMPACT**

- 11.1 Further consultation will be carried out with the corporate health and safety team to ensure any health and safety concerns identified through the consultation are addressed before the design is finalised. The design team will produce a designer's risk assessment, and the project will be delivered in accordance with The Construction, (Design and Management) Regulation 2015. Appropriate health and safety risk assessments and management regimes will also need to be established for any new activities, including play areas and water features. Consultation and communication with other interfacing council services will also be maintained to ensure that any additional risks that result from the works are suitably managed.

## **12. PROPERTY & ESTATES IMPACT**

- 12.1 The project will result in improvements to council assets as well as the potential for additional assets. These will impact on future planned maintenance budgets.

Covenants and lease arrangements are being taken into account and discussions underway with relevant parties to mitigate for potential constraints.

## **13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE**

- 13.1 The EIA for the project identifies positive impacts to the following protected characteristics/groups:

- Age – new facilities and creation of social spaces will form part of the project.
- Disability - Changing Places facility is included as a result of successful grant funding. The design allows for accessibility within the scheme layout.
- Pregnancy and maternity – the design of the scheme will enable good accessibility for prams/pushchairs.
- While not a protected characteristic the project will also benefit socio economic disadvantaged groups through the provision of new, free facilities.

The appointed design and build contractor set out their social value proposals as part of their tender submission which include engagement with local schools, developing employment skills, creating opportunities for local businesses, and supporting community projects.

#### **14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE**

- 14.1 The carbon footprint impact of the project will be considered as part of the design phase. Betterment will be looked for in terms of drainage and flooding mitigation. The project aims to achieve a minimum of 10% Biodiversity Net Gain through new planting on the site.

#### **15. CRIME AND DISORDER REDUCTION IMPACT**

- 15.1 Stakeholder engagement during RIBA Stage 3 with the community safety team has assessed potential issues and opportunities for mitigation.

#### **16. HUMAN RIGHTS IMPACT**

- 16.1 It is not anticipated there will be any impact.

#### **17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS**

- 17.1 Sensitive data will be handled in accordance with the GDPR.

---

#### **CONTACT OFFICER:**

Name: Rachel Alderson  
 Job Title: Principal Landscape and Project Officer  
 Contact Number: 01903 737946

#### **BACKGROUND DOCUMENTS:**

[Levelling Up Fund Bid Submission - Economic Committee 8 June 2021, Item 63](#)

[Levelling Up Fund Projects – Policy & Finance Committee 9 December 2021, Item 504](#)

[Levelling Up Fund Projects – Full Council 26 January 2022, Item 623](#)

[Levelling Up Fund Projects – Bid Submission](#)

[Littlehampton Seafront Project – Policy & Finance Committee 30 June 2022, Item 111](#)

[Littlehampton Seafront Project – Policy & Finance Committee 6 September 2022, Item 238](#)

[Littlehampton Seafront Project – Policy & Finance Committee 20 October 2022, Item 373](#)

[Littlehampton Seafront Project – Policy & Finance Committee 13 December 2023, Item 529](#)

[Littlehampton Seafront Project – results of public consultation](#)

[Littlehampton Seafront Project – Policy & Finance Committee 7 March 2023, Item 755](#)

[Littlehampton Seafront Project – Policy & Finance Committee 11 July 2023, Item 126](#)

[Littlehampton Seafront Project – Policy & Finance Committee 26 October 2023, Item 321](#)

[Littlehampton Seafront Project - Policy & Finance Committee 6 December 2023, Item 453](#)

[Littlehampton Seafront Project - Policy & Finance Committee 8 February 2024, Item 615](#)