

Sunken Gardens Project Scope – Draft

1.0 Client mission, vision and objectives

1.1 Background

Cabinet Decision (C/043/090320) rescinded all previous decisions for the Sunken Gardens site and was ratified by Full Council at their meeting on 22 July 2020, Minute 114. New proposals for the site will focus on the footprint of the Sunken Gardens only.

1.2 Vision

It is acknowledged that the Sunken Gardens are valued by the local community and so should be largely conserved in their current form whilst considering opportunities for refurbishment. Proposals should take the following into account:

- The traditional feel and layout of the Sunken Gardens should be retained and enhanced.
- The concept design should incorporate a new Southern entrance into the Sunken Gardens (from Waterloo Square) to enhance links with the sea front.
- Sunken Gardens were formed as part of an original water tank site from the 1920s/30s- there is potential to draw on the history of the site to inform the concept design.
- The site needs to be flexible and have winter appeal (e.g. winter gardens)

1.3 Strategic Objectives

- To enhance the quality of the landscape whilst retaining traditional features within the existing site footprint.
- To activate the space and encourage families into the area.
- To improve access for wheelchair users and young families.
- To address anti-social behaviour on the site with designs helping to self-police such issues (e.g. through site activation and widen the range of users).

2.0 Context for project

2.1 Site description

The Sunken Gardens is a linear space with a north-south orientation. The site is bordered by a low brick wall with selected entrance points. The site is formed of different levels with a central sunken area. Access options to the sunken area are limited for wheelchair users and visitors with pushchairs. There is a variety of tree and shrub planting across the site which offers protection from south-westerly winds. A number of mature trees surround the play area.

The site suffers from anti-social behaviour which can deter families from visiting therefore it is hoped that a fresh approach will reverse this trend and create a destination for both locals and visitors.

The site is in a good strategic location within Bognor Regis with important linkages to the surrounding area including the train station, high street, pier and seafront. This emphasises the importance of delivering a scheme to a high standard.

2.2 Site surroundings

Outside the Sunken Gardens residential properties and a health centre lie to the west and further residential properties including a residential tower block are located to the east. The north of the site is adjacent to a public car park owned by ADC and beyond West Street to the south is the Council owned public open space Waterloo Square. The buildings are mostly constructed from a combination of brick and render.

2.3 Site boundary

The proposed site boundary is shown in Appendix A.

No further development is currently planned outside the immediate site boundaries.

3.0 Project Scope

3.1 Proposed Features

It is proposed that design for the site includes the following components:

- Removal of existing play area and relocation of a play facility within the site
- A new southern entrance to the existing gardens
- Refurbishment of the planting borders
- Review of seating

3.2 Durability/lifespan/maintenance requirements

The enhanced open space should be of a good quality design and led by sustainability principles e.g. locally sourced materials, native and site appropriate planting. There is a need to engage with the Friends of the Sunken Gardens and landscape maintenance contractors (Tivoli) to understand the current management regime; what elements are most valued and what can potentially be relocated or replaced. For example, there are some concerns about the limited life expectancy of some of the existing trees surrounding the gardens.

3.3 Stakeholder needs

Arun District Council is the client for the project. Stakeholders will include a range of ADC officers (e.g. Parks, Engineers, Cleansing, Community Safety, Economic Regeneration), Ward Members, Bognor Regis Town Council, Sussex Police, Bognor Regis BID, Bognor Regis Community Gardeners, Tivoli Greenspace Management, Civic Society.

The refurbished open space will be freely available to the general public. The site will need to be fully accessible to visitors.

3.4 Programme

The project is expected to meet the following high-level programme:

Consultant Procurement	Early 2021
RIBA Stage 0-2 Concept Design	Early 2021
RIBA Stage 3 Developed Design & Approval of Design	Spring 2021
RIBA Stage 4 Technical Information & Tender Process	Summer 2021
RIBA Stage 5 Implementation	Autumn 2021

3.5 Finances & Procedures

The project budget is £500k to include consultant fees.

Designs will be presented to Cabinet for approval.

4.0 Scope of consultant's services/outputs

4.1 Review of site information and additional surveys

The range of survey information exists for the site and will be made available to the selected consultancy team, including topographic survey, Phase 1 habitat survey and tree condition survey.

4.2 Project deliverables

As a minimum, the deliverables provided by the consultant should include:

- Concept designs for the site, to be tested through stakeholder engagement.
- Developed designs.
- Cost plan for the preferred design.
- Production of tender information.
- Site supervision during implementation.
- All outputs necessary to meet the requirements of the CDM Regulations 2015.

4.3 RIBA Stages

The project will cover services RIBA Stages 0-7.

4.4 Professional Services

It is envisaged that the core consultancy team will be led by a Landscape Architect and incorporate the following disciplines:

- Landscape Architect
- Quantity Surveyor/cost consultant

4.5 Reports and Meetings

The project will require engagement with ADC officers, Councillors and external stakeholders and preparation of associated material including:

- Monthly design team meetings
- Stakeholder workshops to develop / discuss options
- Attendance at Councillor committee meetings to present updates on the project

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Appendix A – Area proposed for Sunken Gardens scheme; using footprint of the existing Sunken Gardens and Play Area



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