

# ARUN DISTRICT COUNCIL

## REPORT TO AND DECISION OF THE ENVIRONMENT & NEIGHBOURHOOD SERVICES COMMITTEE ON 27 MAY 2021

**SUBJECT: Place St Maur Project, Bognor Regis**

**REPORT AUTHOR: Rachel Alderson – Principal Landscape & Project Officer**

**DATE:** April 2021

**EXTN:** 37946

### **EXECUTIVE SUMMARY:**

This report seeks approval of the Heads of Terms for the Place St Maur construction contract procurement process and the Esplanade traffic studies.

This report is being presented as an Urgent Item as it had been due to be considered by Cabinet on 17 May 2021 which was cancelled.

### **RECOMMENDATIONS:**

The Committee is requested to:

1. Approve the Heads of Terms, as set out in the report, for the Place St Maur construction contract procurement process; and
2. The budget of £70K approved by Full Council for the Esplanade traffic studies be noted and the Heads of Terms, as set out in the report, for the procurement process be approved.

### **1. BACKGROUND:**

#### **1.1 Project summary**

Public realm design improvements for the Place St Maur and the Esplanade were displayed during a public consultation between 11 February and 8 March 2021. Results of the consultation identified the most popular features from the consultation and were used to develop the preferred option.

Cabinet Decision (C/032/16112020) approved the preferred design for the scheme and the design team have been progressing the technical designs for Place St Maur to enable the tender information to be collated.

The purpose of this report is to ensure that the project team follow the correct approvals process in line with changes to the Constitution. The new Constitution requires the project budget and Heads of Terms to be approved prior to commencing a procurement process.

### 1.2 Place St Maur construction contract procurement

A capital budget of £1.5m has been identified to deliver the Place St Maur construction works. Cabinet Decision C/032/16112020 recommended to Full Council the approval of a supplementary estimate of £370K as partnership funding, and that the drawdown and expenditure of £1.2m external funding from Coast to Capital be approved. These recommendations were ratified by Full Council at their meeting on 13 January 2021 (minute 414).

The procurement process will need to be undertaken during Summer 2021 in order that works may begin on site in Autumn 2021. A tender will be published on the Council's portal and will invite submissions which respond to both quality and price.

### 1.3 Esplanade traffic studies procurement

While there is no funding allocated for delivering the Esplanade proposals at the current time a budget sum of £70K is included, within the approved funding in 1.2 above, to undertake traffic studies, which will assess the impact of temporarily closing a section of the Esplanade for the purpose of holding events.

Officers from WSCC have prepared a brief for the traffic studies which will enable ADC to publish a tender for this work. It is anticipated that the studies will take place during Summer 2021.

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

### 2.1 Place St Maur Heads of Terms

It is proposed to procure a construction works contract for Place St Maur on the basis of the following heads of terms:

- a. Scope: Delivery of the public realm improvements to Place St Maur in accordance with the preferred option approved by Cabinet, contained within a total budget of £1.5m.
- b. Duration of contract: 6 months construction period with 12 months defect period.
- c. Form of contract: JCT Intermediate with Contractor Design, with any amendments to the standard terms to be agreed by Legal Services.

### 2.2 Esplanade Traffic Studies Budget

The approved project budget includes an allocation of £70K for the Esplanade traffic studies as part of the total project costs. It is proposed that the Committee notes the expenditure of the sum for this purpose.

### 2.3 Esplanade Heads of Terms

It is proposed to procure traffic study services for the Esplanade on the basis of the following heads of terms:

- a. Scope: To undertake traffic investigation studies in Bognor Regis which assess the impact of a temporary road closure of a section of the Esplanade (between Clarence Road and Lennox Street), contained within a budget of £70K. The services will include a desktop assessment, data collection, traffic analysis, transport modelling, stakeholder engagement and a report with recommendations.
- b. Duration: 8 months
- c. Form of contract: Council standard terms and conditions, to be prepared by Legal Services.

### 3. **OPTIONS:**

- a. To approve the recommendations as set out in this report.
- b. To not approve the recommendations.

### 4. **CONSULTATION:**

The heads of terms are not subject to consultation. Stakeholder engagement was undertaken early in the design phase and a public consultation on the concept designs took place between 11 February and 8 March 2021.

Has consultation been undertaken with:	<b>YES</b>	<b>NO</b>
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify)		✓
5. <b>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	✓	
Legal	✓	
Human Rights/Equality Impact Assessment		✓
Community Safety including Section 17 of Crime & Disorder Act		✓
Sustainability	✓	
Asset Management/Property/Land	✓	
Technology		✓
Safeguarding		✓
Other (please explain)		✓

## **6. IMPLICATIONS:**

- Financial – The Council has committed to drawing down funding for the project.
- Legal – A contract will be awarded to the successful tenderers.
- Sustainability – Sustainability is a factor when sourcing materials for the scheme and consideration of maintenance of the completed project.
- Asset Management/Property/Land – ADC will retain responsibility for Place St Maur on completion and therefore its maintenance.

## **7. REASON FOR THE DECISION:**

To progress enhancement plans for the Place St Maur site in accordance with the project programme and to determine the impact of a temporary closure on the Esplanade.

## **8. BACKGROUND PAPERS:**

[Cabinet 9 March 2020 – Minute 499](#)

[Full Council 22 July 2020, Minute 114](#)

[Environment & Leisure Working Group – 3 September 2020, Minute 14](#)

[Cabinet 16 November 2020, Minute 285](#)

[Environment & Leisure Working Group 10 December 2020, Minute 22](#)

[Full Council 13 January 2021, Minute 414](#)

[Cabinet 22 March 2021, Minute 9](#)

[Environment & Leisure Working Group 25 March 2021, Minute 32](#)