

BELLINGHAM LANE /MILL HALL CAR PARK - PROJECT PROGRESS

1 SUMMARY

- 1.1 At the meeting of Transportation and Environmental Services Committee held on 25 January, Officers were instructed to report on progress of the above project. (minute 18/01 refers).

2 INTRODUCTION

- 2.1 The scheme to demolish the Old Rayleigh Sports and Social Club and provide parking and landscaping was originally proposed at Members Budget Monitoring Group in November 1999.
- 2.2 A feasibility report and plan was submitted to the reconvened Budget Monitoring Group the following week on 2 December 1999 and approved at Council on 18 December 1999.
- 2.3 The scheme is in a Conservation area and required Planning permission and Conservation area Approval from the Secretary of State for the Demolition of the building.

3 SCHEME PREPARATION

- 3.1 A formal design for the scheme was prepared in January 2000 for submission to the Planning Committee for Approval. This decision would normally take approximately eight weeks and Approval was anticipated in early April.
- 3.2 The Scheme also required approval from the Secretary of State for the Environment for demolition in a Conservation Area. It was not known how long this would take, but could be expected to be in the range of three to four months.

4 CONSULTATION WITH OUTSIDE BODIES

- 4.1 A scheme of this nature is relatively complex and requires consultation with a number of parties who have direct involvement or are affected by the works.
- 4.2 The scheme also involved letting a number of contracts to carry out Surveys, Asbestos Removal, Demolition, and Civil Engineering works.

- 4.3 Direct Consultation has been undertaken with Rayleigh Town Council, Leisure Connection who manage Mill Hall, Meals on Wheels, the Womens Institute, Rayleigh Antiquarian Society, and all adjacent landowners who would be involved in boundary agreements.
- 4.4 Detailed liaison was required with Statutory Undertakers, Gas, Water, Electricity, Telephones, and Anglian Water for the sewers. This was to ensure that all plant and cables could be located and services disconnected from the building that was to be demolished.

5 PROGRAMMES OF WORK

- 5.1 An initial programme of work was sent to all Members on 28 January 2000, with a copy of a press release indicating that the scheme would be completed by April 2001. This programme was intended to allow for change and revision, as the scheme developed.
- 5.2 Following receipt of all required approvals, completion of all necessary negotiations, and delaying some minor items until later, to reduce delays to commencement, a revised programme was sent to Members on 15 August 2000. This programme indicated that in order to reduce disruption to Rayleigh at Christmas, the programme was being shortened significantly to reopen the car park in early December.
- 5.3 A schedule is attached as Appendix A providing a list of events to date.

6 REASONS FOR SLIPPAGE

- 6.1 There have been a number of small delays in each of the contracts that have resulted in a cumulative delay of some 7-8 weeks. These are as follows:
 - a. Additional 2 weeks tender negotiations due to withdrawal of lowest tenderer.
 - a. Additional Asbestos removal required due to contamination of insulation within the Rayleigh Sports and Social Club building. One weeks additional work.
 - b. Inclement weather during the demolition contract, and some slow working in order to increase the amount of materials recycled. The cost of this contract reflected the fact that much of the material was to be recycled and hence credited against cost of demolition. Delay two weeks.

- c. On the current contract, there was considerable inclement weather in November and December. Delay tentatively agreed over two weeks.
- d. Additional works were undertaken because Eastern Electricity were unable to supply labour to lower a cable that passed across the site. A redundant gas supply was also found buried across the site, which required disconnection by Transco, the gas network Authority. Delay three days.
- e. Vandalism. One day was lost in replacing works damaged by vandals in December.
- f. The Contractor also stopped for a day to clear an area to allow some of his site to be used for parking at Christmas and into January 2001. Delay one day.
- g. The Contractor has indicated that he is having difficulty employing sufficient labour to carry out all of the works in the programmed time. Officers have been in discussion over this issue and have written to the Managing Director of the company, seeking assurances over the proposed completion date.

7 RESOURCE IMPLICATIONS

- 7.1 There are no financial implications as a result of this report. The scheme is currently on target to meet the identified budget for the scheme.
- 7.2 The contract does provide for liquidated damages of £500 per week if the contract exceeds time. This sum is not a penalty clause, it represents the authority's best estimate of losses that may be incurred as a result of delay which is the fault of the contractor. At present requests for extensions of time have been agreed as officers have deemed these requests to be reasonable.
- 7.3 In theory, there is a potential loss of income in that car parking spaces are not available. At present, on average during the duration of the contract, usage of car parks has been as follows:-

Castle Road	90% full
Websters Way	80-85% full
Mill Hall	90-95% full
Market	40-50% full

It is probable, therefore, that there is not a loss of income as parking spaces within close proximity are available. What cannot be quantified is inconvenience to motorists, particularly on a Wednesday and the possibility of less usage generally is a result of it being more difficult to find a parking space.

8 RECOMMENDATION

It is proposed that the Committee **RESOLVES**

- 8.1 That Members note the overall progress of this scheme and note the reasons indicated for the various delays in the project.

Roger Crofts

Corporate Director (Finance & External Services)

Background Papers:

None.

For further information please contact David Timson on:-

Tel:- 01702 318110
E-Mail:- david.timson@rochford.gov.uk

Appendix A

Mill Hall Environs Project

History of Scheme Preparation & Completion

26 Nov 1999	Request for Scheme at Members Budget Monitoring Group for site feasibility by next meeting (2 Dec).
2 Dec	Re-convened Budget Monitoring Group – Officers present scheme outline and budget costings.
7 Dec	Budget and Scheme confirmed at Full Council Meeting.
December 99/January 00	Note - Extremely critical period re staff resources dealing with Mill Hall Improvements, Public Convenience Refurbishment projects and play areas etc. Internal Project Team – responsibilities defined and draft timetable set. Work on preparation for planning application, drawings and details ongoing during this period.
18 Jan. 2000	Site survey and levels undertaken.
26 Jan.	Town Planning application initially submitted to Planning to check all information included. Completion of drawings, information and forms for Planning Application.
28 January	Initial programme of works sent Members.
1 Feb	Application back to Planners with some additional information for further check.
3 Feb	T. Planning & Conservation Area applications (demolition) formally submitted.
25 Feb	Planners confirm that Conservation Area application for demolition will have to be referred to the Secretary of State for determination.
March	All material belonging to brewery cleared from the building.
16 March	Project Team meeting to update progress. Planners need to get the application to 6 April Planning Committee.
28 March	Following petition from Homeregal House residents and pressure from various sources, revised layout of front of site to Chief Executive.
6 April 2000	Planning Approval subject to Secretary of State decision and revision of front areas of the site

14 April	Revised Layout Options for front areas completed for resubmission to Full Council.
18 April	Full Council approval of revised layout OptionA.
28 April	Option A Revision taken to Planning Services for approval.
May	Project Team working on their other workloads. No further works on this scheme until Secretary of State Approval received as work could be unproductive. Ongoing issues being dealt with.
8 June	Project Team meeting - Siteworks scheme to go to tender early July.
9 June	Secretary of State Approval subject to conditions - “NO DEMOLITION until contract is let and archaeological work implemented.” Engineers proceeding with the final construction drawings, details and tender documentation for Siteworks project. Note project on time at this stage, the Conservation Area condition does not affect programme. However Asbestos Strip and demolition now held until main contract tenders returned and agreed. Programme revised to show Asbestos Strip and Demolition to be completed by 15 September.
9 June	Archaeological requirements of Conservation Approval discussed with ECC Heritage Advice Management and Promotion Group (HAMP).
6 July	All materials for scheme discussed and agreed at Project Team meeting to meet Planning conditions.
10 July	Health and Safety Plan completed and notification to HSE (Statutory Requirement). TENDERS invited for Siteworks project.
17 July	Archaeological Brief received from Head of Planning.
24 July	Letter to Planners with all information to satisfy the Conditions.
4 August	Confirmed by Eastern Electricity that demolition could take place with High Voltage cable remaining live and in place following Risk Assessment.
4 August	TENDERS returned for Siteworks.
7 August	3 day Building Archaeological Survey commenced.
8 August	Lowest Tenderer confirmed by telephone they could NOT absorb the cost of 2 items they had not priced in their Tender.
9 August	Asked to confirm in writing – “Stand by price or withdraw”.
10 August	Lowest Tender withdrawn in writing.

11 August	Second lowest tender – Miller Bros - identified and following a meeting with Corporate Director (F&ES), a letter was sent to them inviting acceptance of Contract Conditions and reduction to the tender sum by reducing and deleting some Provisional Sums to suit the budget available.
15 August	Letter to Members with revised and shortened timetable.
17 August	Confirmation of tenderer's agreement to the revised tender total received by letter.
August	Services to the former Club building disconnected.
17 August	Official Order placed with Miller Bros. for Siteworks Project – Date for start to be 18 September (on programme) subject to site clearance. Note no works could proceed until this contract order was placed. Original Programme now two week behind due to tender negotiations. Anticipated able to catch up programme at this stage.
17 August	Agreement from ECC Archaeological Unit that Demolition could proceed Asbestos Strip and Demolition can now proceed Advised that contractor could not start for two weeks due to previous commitments.
23 August	Ingleton Wood appointed as Party Wall surveyors under 1996 party Wall Act - Condition survey of Solicitor's garage (carried out on 29 Aug).
30 August 2000	Asbestos strip commenced. Two weeks later than programmed . Expected two week programme.
4 Sept	Health and Safety Executive notified of Site work Contractor's details.
11 Sept.	Additional asbestos contamination of insulation materials discovered which delayed completion by less than one week.
13 Sept	Further appointment of Ingleton Wood to deal with rear boundary agreements to 13,15,17 London Hill. Pre-Commencement Site Meeting held with Miller Brothers.
Overall Scheme now over 4 weeks behind programme although Officers still optimistic at this time that catch up possible.	
22 Sept	Demolition Contractor commenced 4 weeks later than programmed. Unable to start immediately following Asbestos Contractor withdrawal from site.
9 Oct.	Display of final scheme mounted in Members Room.
25 Oct.	Demolition Contractor vacated site over four weeks later than programmed.

Note: Delay to demolition also due to weather – wettest Autumn on record.

26 Oct. – 16 Nov.	<p>Main Contractor started Car park Contract over four weeks later than programmed, originally 18 September – Note: 12 week contract period to 1 Feb 2001. 2 weeks for Christmas Industry shutdown is not included within the 12 week contract period but does increase the contract completion time.</p> <p>Display mounted in Mill Hall foyer.</p> <p>Discussions with contractors established no chance of catching up, therefore attempted to ensure some car parking spaces released for Christmas period.</p>
21 Nov	Letter to Members advising of delay to asbestos and demolition contracts due to weather and additional works - with over 4 weeks delay on programme completion date moved to 9 February, beyond 1 February already indicated which includes some additional delay in this contract for wet weather.
6 Dec	Letter to Members advising of temporary Christmas parking arrangements.
Christmas 2000	<p>Temporary Christmas parking provided by Miller Bros. They also held off not doing any programmed pre- Christmas work to the front areas of Mill Hall.</p> <p>2 week Industry shutdown for Christmas.</p>
8 January 2001	Contractor back on site. Discussions re lack of progress.
10 Jan.	Party wall discussions reach a stage with Solicitor at 19 London Hill over party wall agreement for redundant outbuilding and garage. Report required to Corporate Resources to seek agreement on proposals (report in P&C).
11 Jan	Item in Members Bulletin re the new anticipated completion date 23 February due to further inclement weather and other problems.
15 Jan.	Letter to Miller Brothers confirming concern re lack of progress seeking assurances of additional resources.
22 Jan.	Additional gang on site, laying base course and to commence front area.
25 Jan.	First additional gang leave site.
29 Jan.	New additional gang arrive on site.
5 Feb.	Fencing Contractor programmed to erect new boundary fence to Bellingham Lane and London Hill.
23 Feb.	Programmed Completion allowing for agreed extension of time.