

REPORT TITLE: WEEKE COMMUNITY CENTRE - CIL APPLICATION

12 JUNE 2019

REPORT OF PORTFOLIO HOLDER: Not applicable

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WARD(S): ST BARNABAS

PURPOSE

Town Forum [report WTF267](#) regarding the Town Forum budget for 2019/2020 approved in principle, expenditure of up to £50,000 for the improvements to the Weeke Community Centre driveway using the Forum's share of the Community Infrastructure Levy (CIL).

The purpose of this report is to provide information on how the project will be managed and delivered and to seek approval for the funding needed to enable the project to proceed to delivery.

RECOMMENDATIONS:

1. That Town Forum approves up to £50,000 of its Community Infrastructure Levy (CIL) to fund improvements to the access road to Weeke Community Centre and Taplings Road play area.
2. That Town Forum approve authority for the Engineering and Transport Manager to incur expenditure of up to £50,000 for the improvements to the access road to Weeke Community Centre and Taplings Road play area

IMPLICATIONS:

1 COUNCIL STRATEGY OUTCOME

- 1.1 Outcome Three of the Council Strategy 2017-2020 (refresh February 2018) is to improve the health and happiness of our community. The Strategy states that we want to focus on reducing inequalities and improving our community's health and happiness particularly through sport and other types of activity.
- 1.2 Making the community centre more accessible, improving safety and increasing opportunities to access the facilities offered by the community centre and the play area will help to deliver this.

2 FINANCIAL IMPLICATIONS

- 2.1 In order to support this scheme it is recommended that up to £50,000 of Town's CIL funds are allocated to this project. Total CIL income received and retained by the Town share of the CIL fund is approximately £517,000. To date, no funds have been spent or committed to projects across the Town.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The report seeks approval for the allocation of Community Infrastructure Levy Funds and fund expenditure for road improvements. The legislation governing the development, adoption and administration of a Community Infrastructure Levy (CIL) is contained within the Planning Act (2008) and the Community Infrastructure Levy regulations 2010 (as amended) (CIL Regulations 2010). CIL may be used to help deliver infrastructure to support development in an area. The allocation of funds is in accordance with the CIL Regulations.
- 3.2 The Local Government Act 1999 requires the Council to make arrangements to achieve best value in the exercise of its functions which includes the proposed procurement. While conducting the procurement and evaluating the bids, officers must satisfy themselves that the procurement process is in accordance with this principle.
- 3.3 The Council has power to procure this contract under S1 of the Localism Act 2011. In line with the Council's Constitution three quotations were sought for the scheme by Weeke Community Association which aligns with the City Council's own procurement policy. The procurement process that officers intend to follow has already been set out in the body of this report and appears to be a fully compliant procedure.
- 3.4 In order to deliver the scheme the works order will be placed by the City Council. All works undertaken by the contractor will be monitored by the Engineering and Transport Team who will project manage the scheme.

4 WORKFORCE IMPLICATIONS

- 4.1 The Engineering and Transport Team will project manage the scheme within existing resources.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 Winchester City Council is currently responsible for the management of the driveway area. A new lease is in negotiation which would require Weeke Community Centre to maintain this area as part of their new lease. Ownership would remain with the City Council.

6 CONSULTATION AND COMMUNICATION

- 6.1 Consultation has been carried out by Weeke Community Association on the different phases of the Fusion project which also covers the plans for improvements to the Community Centre. The Community Centre stated that there is widespread support from the immediate community, the wider community within St Barnabas ward, local business, local Councillors and interested parties.
- 6.2 Existing users of the Community Centre have asked for changes to be made to the driveway,

7 ENVIRONMENTAL CONSIDERATIONS

- 8 It is anticipated that existing driveway surface will be removed from site and recycled for use on other road projects within Hampshire. It is also possible for the new surfacing to contain recycled aggregate depending on the supplier and contractor. Where possible all materials will be sourced from local suppliers to reduce transport distances. EQUALITY IMPACT ASSESSEMENT

- 8.1 The access road to the Community Centre is the primary access for all users and facilitates access for all vehicular and pedestrian traffic.

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None required.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property – Works need to be carried out to an appropriate standard</i>	Works overseen by the Council's Engineering & Transport Team.	
<i>Community Support – the scheme has been approved in principle so withdrawal of funding</i>	The City Council can support the delivery of the scheme by allocating CIL funds.	Providing funding to support the community through new and enhanced facilities

<i>could lead to frustration and disappointment of people living in the area.</i>		
<i>Timescales – delaying the project will impact on users of the centre as it has been designed to be carried out during their quietest time of year.</i>	Deliver the scheme in summer 2019 by supporting the project with a contribution from the Town CIL fund.	Approving the scheme now will enable works to be completed during the quietest time of year for the community centre.
<i>Project capacity – that works are more expensive than anticipated.</i>	The City Council Engineering and Transport Team will oversee the project and initial planning. If costs escalate (more than £50k) alternative/further funding would need to be identified.	If the project is delivered under budget then the remaining funding will be retained in the Town CIL budget
<i>Financial / VfM – the contractor is not financially stable</i>	The City Council is recommending an approved Hampshire highway contractor to undertake the works.	
<i>Legal – project is not delivered in line with Council's legal requirements</i>	The City Council will manage the project into ensure compliance.	
<i>Innovation</i>		
<i>Reputation - Project is funded by CIL so if not satisfactorily delivered in accordance with proposal and budget this may result in criticism of the City Council. Failure to use CIL funds will undermine public confidence in the value of CIL.</i>	The City Council will manage the project to ensure satisfactory delivery. This project will deliver community benefits and aligns with the spending protocol agreed by the Town Forum.	
<i>Other - N/A</i>		

11 SUPPORTING INFORMATION:

- 11.1 The need for the driveway to be widened has already been acknowledged as it is difficult for some vehicles to use the driveway in its current state. Increase in usage of the community centre has led to concerns relating to the potential conflict of pedestrian and vehicular traffic on a very narrow lane.

- 11.2 The City Council have already removed the outhouse to the property adjacent the driveway and have moved the boundary fence over by approximately 1m to facilitate the widening works.
- 11.3 On 17th January this year, [report WTF267](#) on the Town Forum budget for 2019/2020 was considered and approval was given in principle for expenditure of up to £50k for the improvements to the Weeke Community Centre driveway using the Forum's portion of the Community Infrastructure Levy (neighbourhood portion) as these improvement works were considered consistent with the agreed protocol for allocating CIL funds to projects in the town (WTF251) taking into account that the driveway improvements would align with the Town's Forum's vision for Winchester Town and would enhance facilities in a part of the city where there has been significant development in recent years. Approval was given therefore on the basis that a further report on the project management and delivery of the works be submitted to Town Forum for consideration and, subject to appropriate assurances being in place to ensure satisfactory delivery, final agreement of the funds could be given. .
- 11.4 The Council's Engineering and Transport Team have considered the CIL application submitted by Weeke Community Association and the associated tender documentation and specifications. Working with the Community Association and the chosen contractor a deliverable solution has been achieved within the maximum budget of £50,000.
- 11.5 It has been agreed with Weeke Community Association that the Council's Engineering and Transport Team will manage the project to ensure the completed works meet the correct specification and standards together with assisting with the statutory highway procedures required as part of the works. The Council will retain all financial responsibility for the project and ensure works are completed to the required standard before authorising payment direct to the contractor.
- 11.6 Weeke Community Association's Fusion Project to redevelop Weeke Community Centre as a key community facility is in its initial stages. The project, which is at the pre-planning stage, details plans for an improved community building and this will require improved utility services accessed from the main road. The ducting for these works will be laid as part of the driveway improvements to be undertaken as part of these works. It is considered essential to undertake this at the same time as the driveway improvements because it will be more cost effective and prevent the driveway being excavated in the future to install the services creating a trench the length of the driveway.
- 11.7 If approval is given for the driveway improvements, work will take place in 2019. The Engineering and Transport Team and the contractor, Rocon, will liaise with the Community Centre when planning the works to try and minimise disruption to the public and the running of the centre.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 The alternative is to not provide a CIL contribution to the cover the cost of the driveway improvements and these funds could be used for other infrastructure projects but there is no identified alternative source of funding for this project so it would be unlikely to proceed. .

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

WTF267 – Town Account Budget 2019/2020, 17th January 2019

WTF245 – Community Infrastructure Levy and Town Improvement fund, November 2016.

Other Background Documents:-

None

APPENDICES:

None