

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PROJECTS AND REGENERATION	EXECUTIVE COMMITTEE	4 JULY 2023	4

### ST ANNES EVENT SQUARE PROJECT

#### PUBLIC ITEM

This item is for consideration in the public part of the meeting.

#### SUMMARY

The St Annes Event Square Project is the first project to be delivered as part of the St Annes Masterplan, adopted by the Council in July 2022. The Event Square will provide a dedicated facility for hosting events on St Annes Road West, which will complement other locations in St Annes that host significant events across the year. The Council will then be able to use the new events space to deliver most events to be delivered under the St Annes Events Programme; a new project to be funded via the Fylde's UK Shared Prosperity allocation in 2024/2025, as well as enabling events to be hosted by existing partner organisations and yet to be identified private events companies.

The recommendations within the report seek to establish the budget for the project, which is £1.5m. The funding contributions to this budget figure are made up of existing funding on the capital programme, external match funding and additional funding from the capital investment reserve.

Details regarding the initial scope of the scheme and the outline programme for delivery are included within the body of the report. The target for completion of the project is June 2024.

The report also provides details regarding the procurement of the project team to manage, plan, design and deliver the project to meet the Council's objectives.

A further report will be brought to the Executive Committee later in 2023, to request the authorisation of expenditure associated with the main capital construction works.

#### RECOMMENDATIONS

##### The Executive Committee are requested to:

1. Consider and recommend to Council, approval of a fully funded addition to the Council's Capital Programme for the total sum of £1,500,000 (£1,000,000 in 2023/24 and £500,00 in 2024/25) to the St Annes Event Square Project, of which £857,000 in 2023/2024 shall be provided from the Council's Capital Investment Reserve, £160,000 funding from UK Shared Prosperity Programme (UKSPF) in 2023/2024, £250,000 in 2024/2025 is to be met from external funding provided by Lancashire County Council and capital virements of £233,000 in 2023/24 as detailed at point 2 below.
2. Consider and approve capital virements totalling £233,000 from the existing Capital Programme in 2023/2024, consisting of £123,000 from St Annes Regeneration Schemes and £110,000 from the St Annes Road West – Square to Pier Link and Gateway, to the St Annes Event Square Project.
3. Authorise the proposed expenditure of £160,000 in respect of the scheme as detailed within this report and approve the award of a contract for multi-disciplinary professional design services to BDP Ltd.
4. To note the expenditure of £89,530.50 for Project and Cost Management Services as detailed within this report and note the award of a contract to Gosling Consulting Ltd via the Rise Framework under delegated

powers given in the Council's Financial Procedure Rules in consultation with the Leader of the Council and the Chief Executive.

5. To note that a further report will be issued to the Committee in respect of the main contractor appointment to deliver the works and the authorisation of the capital works expenditure.

## **SUMMARY OF PREVIOUS DECISIONS**

### Planning Committee - 27<sup>th</sup> July 2022

It was resolved:

That, Members consider the final draft of the St Annes Town Centre and Island Masterplan and that, subject to the incorporation of any amendments that the Committee consider necessary, adopt the masterplan as a framework to guide future investment and development projects in the resort.

That the St Annes Town Centre and Island Masterplan and companion documents be used to support applications for grant funding and to secure financial contributions from developments (Sn 106) in the borough to ensure the future vitality of the town centre and the island.

### Finance and Democracy Committee – 13 September 2021

It was RESOLVED to grant delegated authority to the Director of Development Services to award the contract for the St Annes Town Centre and Island Health Check and Masterplan

### Finance and Democracy Committee - 29 July 2021

It was RESOLVED to approve a fully funded revenue budget increase of £120,000 for 2021/2022, of which £108,000 is funded from the Lancashire Economic Recovery Grant from Lancashire County Council and a further £12,000 is funded from the funding volatility reserve for the commissioning of the Island Regeneration Programme Masterplan.

### Planning Committee - 28 July 2021

It was RESOLVED: To recommend to the Finance & Democracy Committee approval of a fully funded revenue budget increase of £120,000 for 2021/2022, of which £108,000 is funded from the Lancashire Economic Recovery Grant from Lancashire County Council and a further £12,000 is funded from the funding volatility reserve for the commissioning of the Island Regeneration Programme Masterplan.

### Finance and Democracy Committee - 29 July 2021 -

Confirmation of Working Groups

It was RESOLVED to confirm the membership of the following working groups: St Annes Programme Board – To appoint the Leader and Deputy Leader to the working group.

### Finance and Democracy Committee – 28 September 2020

Town Centre Working Group Update and Proposals to Support the Regeneration of St Annes Town Centre - It was RESOLVED:

to approve a revenue funded budget increase for 2020/21 in the sum of £150,000, to be funded from the Funding Volatility Reserve, to provide for the commissioning of a vision/strategy for St Annes Town Centre, such vision to include a town centre health check and be informed by the survey results and working group proposals for St Annes, and The Town Centre Working Group be consulted regarding the commissioning of this work.

### Planning Committee – 16 September 2020

Town Centres Working Group Update and Proposals to Support the Regeneration of St Annes Town Centre -To recommend that the Finance & Democracy Committee approve a revenue funded budget increase for 2020/21 in the sum of £150,000, to be funded from the Funding Volatility Reserve, to provide for the commissioning of a vision/strategy for St Annes Town Centre, such vision to include a town centre health check and be informed by the survey results and working group proposals for St Annes.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

## REPORT

### BACKGROUND

1. In July 2022, Planning Committee formally adopted the St Annes Masterplan, which is available as a background paper available via the link here <https://new.fylde.gov.uk/st-annes-town-centre-masterplan/>
2. The Masterplan brings together a wide range of stakeholder views and defines a long-term vision for the holistic regeneration of St Annes. The footprint of the Masterplan extends from St-Annes-on-the-Sea train station in the east, through the main district centre of St Annes Road West, across Clifton Drive to the Pier and then south towards the Island site.
3. The Masterplan details a series of physical interventions through development of buildings and public realm, as well as identifying a series of actions designed to boost the visitor economy through the Destination Management Plan.
4. Using the Masterplan as a strategic base document, the Council submitted a bid to Government in July 2022 for Levelling Up Round 2 funding to deliver the main public realm elements of the masterplan, the total of which was £14.6m.
5. In January 2023, the Council was informed that the bid was unsuccessful, this coincided with a workshop between elected members on The Leadership Board and senior officers on the delivery of the Masterplan. The workshop outcome concluded that the council needs to secure the necessary skill set, personnel, and funding strategy to deliver the Masterplan. The council does not at present have the capacity or employ personnel with the required skill set to initiate the process required to deliver the Masterplan.
6. However, it was essential that work is started on the priority areas of the Masterplan with the funding and resources that are available. Further consultation was undertaken through the Town Centre Working Group to establish what the immediate priorities are in St Annes and how the Council could deliver a project to address these.
7. A consensus emerged out of the consultation that the key issues to be addressed in St Annes should include:
  - a. Provision of a dedicated events space within the Town Centre
  - b. Improvement to lighting, particularly on the 'darker' side-streets
  - c. Improvements to signage and wayfinding
  - d. Improvements to CCTV infrastructure.
8. These priorities form the key strategic brief for the creation of a coordinated set of capital projects to be formalised, developed, and delivered to achieve these objectives. This report focuses on the provision of an events space on St Annes Road West, a project which is taken directly from the Masterplan.

### SCHEME DETAILS

9. Early scoping work was undertaken to assess the available design options for delivery of a events space and the initial options were presented to Leadership Board for a steer in April 2023. The options were designed to narrow the focus of the scheme and establish an initial budget and parameters of project scope, to enable the procurement of a multi-disciplinary team to design and manage the scheme. The initial budget has been set at £1.5m, this includes all necessary fees, survey costs, contingency and delivery of the works, after discussion with the Leadership Board the recommendation set out in this report is put forward for the committee to consider.

10. The option selected reduces the scope of the scheme included within the Masterplan which was estimated at £2.5m. The £1.5m option will include following key elements:
- a. EITHER a large events space but with a reduced specification in terms of material quality and fittings OR a reduced event space area to maintain the quality of material and fittings and described in the Masterplan
  - b. Upgraded pedestrian surfaces and crossings.
  - c. Feature lighting
  - d. Provision for services diversions
  - e. Coordination with the separate CCTV upgrade project
  - f. Provision of street furniture and planters (of a reduced quantity or specification of that as described in the Masterplan)
  - g. 'Pop-up' shelter structure to mark the events space.
11. The appointed design team will work also work up plans for an extension of the feature lighting into the darker streets and design a new signage and wayfinding scheme for St Annes as a resort.
12. A RIBA Stage 2 Concept Design plan prepared by BDP, which shows the initial vision of the scheme is included within Appendix A of this report (which is to follow).

### **COST BREAKDOWN OF THE SCHEME**

The table below contains the initial RIBA Stage 1 budget, which will be refined at each gateway stage within the project as more detailed design becomes available.

**Table 1: Cost Breakdown of the Scheme:**

<b>Element</b>	<b>Budget Allowance</b>	<b>Notes</b>
Construction Budget	£1,050,000	To include the scope elements detailed above
Professional Fees, Surveys and statutory fees	£300,000	Surveys include (but not exhaustive) topographical, GRP, site investigation, arboriculture, all planning surveys, statutory fees, LCC fees.  Professional fees include Project and Cost Management, Landscape Design, Principal Designer (CDM), Transport and Highways consultant, planning consultant, services engineer, civil and structural engineer.
<b>Sub Total</b>	<b>£1,350,000</b>	
Contingency	£150,000	10% of total budget
<b>Total Budget</b>	<b>£1,500,000</b>	

### **FUNDING BREAKDOWN OF THE SCHEME**

13. The recommendations within the report detail the main funding sources for the scheme and quantify the additional amount of funding required from the capital investment reserve to create the £1.5m budget for the scheme.
14. The purpose of this section of the report is to reconcile the existing amounts on the capital programme (previously earmarked for earlier versions of regeneration schemes within St Annes that were put on hold pending the preparation of the Masterplan), confirm the additional match funding sources for the scheme and confirm the exact amount of additional funding which is required from the capital investment reserve. This information is summarised in the table below.

**Table 2: Funding Breakdown of the Scheme:**

Funding Source	Existing Capital Programme Item	Amount	Notes
St Annes Regeneration Schemes	Yes	£123,000	Previously allocated to the Pier Link project – now superseded by the decision to prioritise the events square
St Annes Road West – Square to Pier Link and Gateway	Yes	£110,000	As above
UKSPF Capital Match Funding	No	£160,000	As per approved UKSPF Investment Plan
LCC Match Funding	No	£250,000	As per a commitment given by the LCC Portfolio Holder for Economic Development
Additional contribution from the Capital Investment Reserve (CIR)	No	£857,000	As recommended by Leadership Board. The un-committed balance on the CIR after accounting for other capital schemes in the capital programme funded from the reserve and the £857k commitment recommended in this report will be £2.573m.
<b>Total</b>		<b>£1,500,000</b>	

**PROGRAMME AND KEY DRIVERS**

15. The delivery of the events space is critical to facilitate the delivery of the St Annes Events programme, which is a separate project funded by the UK Shared Prosperity Fund Programme. This project requires to be delivered in 2024/2025, as per the agreed USKPF Investment Plan and is being led by officers from the Place and Culture service area.
16. Therefore, the target is to deliver the events space by Summer 2024 to allow events to take place during the summer holidays and then for the remainder of the financial year up until March 2025. The events space will be the focal point for event delivery in St Annes, in addition to the various other locations that host events such as the beach and Ashton Gardens.
17. To achieve the target completion date of Summer 2024, a detailed project programme has been prepared by our appointed Project Management consultants, Gosling Consulting, with input from the Head of Projects and Regeneration and the multi-disciplinary design team consultants, BDP Ltd. The detailed project programme contains all key project activities, gateways stages and approval dates.
18. A summary of the milestone dates is as follows:

Milestone	Date
Executive Committee Approval of Outline Scheme	<b>4<sup>th</sup> July 2023</b>
Stakeholder Engagement on the Design	<b>August 2023</b>
Submit Planning Application	<b>11<sup>th</sup> September 2023</b>
13 Week Determination Period	<b>11<sup>th</sup> December 2023</b>
Preferred Contractor Award	<b>20<sup>th</sup> December 2023</b>

Start on Site	<b>16<sup>th</sup> January 2024</b>
Complete Construction	<b>End June 2024</b>

**Note:** There will be a requirement to draw down the funding from the Executive Committee after the contract award.

19. Detailed engagement including consultation will be held with all key stakeholders and public as part of each design stage. The team will ensure that in person engagement with the business groups in St Annes takes place to provide awareness, understanding and engagement in the process.
20. A revision to the project programme will be issued at each project gateway and regular progress updates will be presented to the Leadership Board.

## **PROCUREMENT**

21. Further to the recommendations made within the report, there have been two procurement exercises undertaken to appoint key members of the project team. The points below provide more detail to the committee as to the procurement approach used.
22. The first procurement exercise was to appoint an external Project Management consultant to lead the day-to-day delivery of the scheme. It was necessary to appoint an external Project Manager as a previous attempt to recruit to the Senior Project Officer post on the Council's establishment was unsuccessful, and therefore to maintain programme it was necessary to seek this resource externally.
23. The appointment for Project and Cost Management services was made through the direct award option on the RISE Framework for construction and engineering consultancy services. The decision to proceed with the framework aligns with the Fylde Council Procurement Strategy outcome 7.2 which seeks to use aggregated buying power to take advantage of best prices. The other main advantage of the direct award through the framework was to expedite the appoint of key services to progress the project at an early stage.
24. The decision was made to appoint Gosling Consulting Ltd for £89,530.50, (inclusive of 2% framework fee) under delegated powers set within the Council's Financial Procedure rules in consultation with the Leader of the Council and the Chief Executive, to provide Project and Cost Management Services through RIBA Stages 2-6. The information above is provided in line with the Council's Financial Procedure Rules to retrospectively report the expenditure to the next available Executive Committee.
25. A detailed scope of service document for the Project and Cost Management appointment is available upon request.
26. The committee is also requested to authorise expenditure and approve the award of a contract to BDP Ltd for £160,000 to provide multi-disciplinary design services including Landscape Design, Civil and Structural Engineering, Services Engineering, Transport Consultant Services and Planning Consultant Services from RIBA Stage 2 – 6.
27. The award of this contract is to be made via the National Health Service Shared Business Service Framework, Lot 12 (which is also available to other public bodies such as the council), through a direct award process. The rationale for utilising the framework is the same as the rationale for appointing the Project and Cost Management consultancy services. Officers also recommend this appointment because BDP have prepared the overall Masterplan for the site and the efficiency (particular with regards to programme) benefits that this brings to the project.
28. A detailed scope of service for the multi-disciplinary design team appointment is available upon request.
29. A capital drawdown report will be brought to the appropriate Executive Committee upon completion of the tender process for the main contractor, which is also likely to be made via a contractor framework for the benefits that have been described above and to align with the Council's overall corporate procurement strategy.

IMPLICATIONS	
Finance	The report considers and recommends to Council: approval of a fully funded addition to the Council's Capital Programme for the total sum of £1,500,000 (£1,000,000 in 2023/24 and £500,00 in 2024/25) to the St Annes Event Square Project, of which £857,000 in 2023/2024 shall be funded from the Council's Capital Investment Reserve (CIR), £160,000 from UK Shared Prosperity Programme (UKSPF) in 2023/2024, £250,000 in 2024/2025 from external funding provided by Lancashire County Council and capital virements of £233,000 from the existing Capital Programme in 2023/2024, (£123,000 from St Annes Regeneration Schemes and £110,000 from the St Annes Road West – Square to Pier Link and Gateway); to authorise expenditure of £160,000 and approve the award of a contract to BDP Ltd; to note the expenditure of £89,530.50 for Project and Cost Management Services and note the award of a contract to Gosling Consulting Ltd via the Rise Framework under delegated powers given in the Council's Financial Procedure Rules in consultation with the Leader of the Council and the Chief Executive; and to note that a further report will be issued to the Committee in respect of the main contractor appointment to deliver the works and the authorisation of the capital works expenditure. The un-committed balance on the CIR after accounting for other capital schemes in the capital programme funded from the reserve and the £857k commitment recommended in this report will be £2.573m.
Legal	The various stages of the project will need to be procured in line with the Public Contracts Regulations 2015 (where applicable) and the council's own procurement rules.
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	There are no implications
Health & Safety and Risk Management	There are no implications

LEAD AUTHOR	CONTACT DETAILS	DATE
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BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
St Annes Masterplan	September 2022	<a href="https://new.fylde.gov.uk/st-annes-town-centre-masterplan/">https://new.fylde.gov.uk/st-annes-town-centre-masterplan/</a>

Appendix A – RIBA Stage 2 Concept Design (To Follow)