

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	FINANCE AND DEMOCRACY COMMITTEE	13 SEPTEMBER 2021	URGENT ITEM

URGENT ITEM - DELEGATED AUTHORITY TO AWARD THE ST ANNES TOWN CENTRE AND ISLAND HEALTH CHECK AND MASTERPLAN

PUBLIC ITEM

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

SUMMARY

The committee is asked to agree that the following item be included on the agenda as an urgent item, as it cannot reasonably be deferred to the next scheduled meeting of Finance and Democracy on 7 October. (see [Section 100B, subsection 4b Local Government Act 1972](#)). It is considered urgent due to the urgency to award the contract to the preferred bidder in relation to the likely deadlines for submission of the Levelling Up bids.

RECOMMENDATIONS

1. The committee is asked to agree that the following item be included on the agenda as an urgent item, as it cannot reasonably be deferred to the next scheduled meeting of Finance and Democracy on 7 October (see section 100B, subsection 4b Local Government Act 1972). It is considered urgent due to the urgency to award the contract to the preferred bidder in relation to the likely deadlines for submission of the Levelling Up bids.
2. 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.

SUMMARY OF PREVIOUS DECISIONS

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

7. Confirmation of Working Groups

It was RESOLVED to confirm the membership of the following working groups:

4) St Annes Programme Board – To appoint the Leader and Deputy Leader to the working group.

Finance and Democracy Committee – 28 September 2020

8. Town Centre Working Group Update and Proposals to Support the Regeneration of St Annes Town Centre

It was RESOLVED:

1. 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

2. The Town Centre Working Group be consulted regarding the commissioning of this work.

Planning Committee – 16 September 2020

4. Town Centres Working Group Update and Proposals to Support the Regeneration of St Annes Town Centre

4. 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. The agreed Corporate Plan for 2020/24 includes an ambition to develop & deliver Master Plans for the town centres. It also includes actions to deliver the next phase of regeneration for St Annes town centre and The Island, St Annes.

PREVIOUS DECISIONS

2. The Planning Committee at its meeting on 16 September 2020 recommended that the Finance & Democracy Committee approve a revenue budget increase for 2020/21 in the sum of £150,000, funded from the Funding Volatility Reserve, to provide for the commissioning of a town centre health check and town centre strategy for St Annes. This was approved by the Finance and Democracy Committee on 28 September 2020.

3. The Planning Committee at its meeting on 28 July 2021 considered a report on the success of an application to the Lancashire Economic Recovery & Growth Fund to produce a Masterplan for the Island site. Members agreed 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. This was approved by the Finance and Democracy Committee on 29 July 2021.

AVAILABLE BUDGET

4. The available budget for both St Annes and The Island is shown in table 1 below:

Cost element description	Revenue Budget 2021/22
Town centre health check & town centre strategy	£150,000
Island masterplan	£120,000
Total	£270,000

Table 1 – Budget provision for the St Annes Town Centre and Island Health Check and masterplan commission.

GOVERNANCE

5. The St Annes Regeneration Programme Board will oversee the delivery of the Masterplan with individual projects identified through this process being overseen by the Planning Committee. The Programme Board reports directly to Finance and Democracy and is made up of relevant officers exercising their delegated powers to deliver the St Annes regeneration programme. The Leader and Deputy Leader have been appointed to the Board to provide a political steer to the decisions of officers or recommendations to committee.

PROCUREMENT

6. Following approval of the above budget the St Annes Regeneration Programme Board has agreed the specification and tender documents for the commission and procurement undertaken. The restricted procedure notice was published on 3 June 2021 and attracted 17 expressions of interest (Eoi) by the closing date of 5 July 2021. Following evaluation of these Eoi's, 6 companies were selected to submit tenders by 16 August. These tenders were then evaluated, and the top scoring 3 companies invited to attend interviews on 8 and 9 September. The winning consultant has been provisionally selected by the evaluation panel, with their tender price coming in under the available budget. The Council are observing a 10-day standstill period, which is a legal requirement of the Public Contract Regulations 2015 and ends on the 23 September 2021. The Council can then formally award the contract.

APPOINTMENT OF CONSULTANTS

7. There is some urgency to complete the above evaluation and appoint to the commission to ensure that work commences as soon as possible. This is to commence the required surveys and consultation before the end of October and to aim for the overall commission to be completed in time for deadlines for the second round of Levelling Up bids in 2022 yet to be announced by Government.
8. As a result, committee is recommended 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.
9. An information report will be brought to the next meeting of committee to inform members of the consultants selected and the timescales and process for the commission.

IMPLICATIONS	
Finance	The Revenue Budget provision in 2021/22 has been previously agreed up to £270,000 to deliver the St Annes Town Centre and Island Health Check and masterplan.
Legal	There will be a contract entered into to appoint consultants to undertake the St Annes Town Centre and Island Health Check and masterplan.
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None

Health & Safety and Risk Management	None
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LEAD AUTHOR	CONTACT DETAILS	DATE
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BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Document name		Council office or web address

Attached documents

None