

Report to Executive Director, Place Services

November 2020

Endorsement of Design Fees for Burgess Hill Stations and Western Gateway Improvements

Report by Director Communities and by Strategic Manager, Growth and One Public Estate

Electoral divisions: Burgess Hill East; Burgess Hill North

Summary

The Mid Sussex Growth Deal identifies shared growth priorities in Burgess Hill including the Local Government Funded (LGF) Burgess Hill Place and Connectivity Programme (£10.9m LGF funding). Leader Decision ([LDR09](#)) established the Programme funding allocation, delivery mechanism and governance for projects to be progressed by WSCC, allowing delegated authority to the Executive Director of Place Services to progress the projects subject to Business Case.

Burgess Hill Place and Connectivity Programme projects with a value of £15m were included within the WSCC Capital Programme to meet design and delivery costs of the identified schemes within the Burgess Hill Place and Connectivity Programme.

During 2019/20 Framework Consultants, WSP, prepared comprehensive preliminary designs and supporting reports for the Burgess Hill Stations and Western Gateway that were supported by the Burgess Hill Growth Board, Burgess Hill Members Steering Group and key stakeholders before being taken forward as part of a public engagement exercise in May / June 2020.

The preliminary designs were taken through Gateway 2 in June 2020 with a detailed fee structure, spend profile and programme to progress the projects through Detailed Design during 2020/21 in preparation for tender and procurement during 2021/22.

The total Capital required to complete the projects Detailed Design is £620k for the design work, surveys and Project Management. These costs will be funded through the LEP LGF3 Grant with quarterly returns to the LEP accounting for project spend.

Recommendations

- (1) That the Executive Director Place Services endorse that £620k be drawn down from the Burgess Hill Place and Connectivity Programme capital programme allocation to support the Detailed Design of the identified schemes at Burgess Hill and Wivelsfield Station and Burgess Hill Western Gateway to include Project Management fees and an allowance for surveys.
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Proposal

1 Background and context

- 1.1 The Burgess Hill Strategic Growth Programme reflects the development strategy for the town and region in the LEP's 2014 and 2018-2030 Economic Plans: the MSDC District Plan 2014-2031; the Mid Sussex Economic Strategy 2018-2031 and the West Sussex Economic Growth Plan 2018-2023 and realises the ambitions of Burgess Hill Town Council's Town Wide Strategy (2011) and Burgess Hill Neighbourhood Plan (2016). The Burgess Hill Strategic Growth Programme is supported by the Mid Sussex Growth Deal, which prioritises delivery of key infrastructure led schemes to support identified growth at Burgess Hill including the Place and Connectivity Programme.
- 1.2 The need for the Place and Connectivity Programme is reflected in the £10.9m LGF funding to enable strategic improvements to pedestrian and cycle connectivity to support identified development with pace and certainty, securing conditions for the successful delivery of the Burgess Hill Growth Programme.
- 1.3 Connectivity and public realm improvements at the towns' Stations and Western Gateway would provide a comprehensive pedestrian and cycle corridor between the Stations, town centre and key destinations with onward links to a wider and improved sustainable transport network. The projects enable mode shift for both local, short distance trips and commuting and mitigate the risk of increased congestion, deterioration in road safety and journey times on the existing highway network that could result in growth areas within the Burgess Hill Growth Programme potentially not being supported and not progressing.
- 1.4 The principal strategic objective of the Place and Connectivity Programme is to create viable conditions for growth and the successful delivery and integration of identified development sites in Burgess Hill to successfully achieve the sustainable delivery of the Burgess Hill Strategic Growth Programme.
- 1.5 The strategic benefits of the Place and Connectivity Programme also make significant contributions to the local, regional and national recovery from the impacts of COVID-19 in providing pedestrian and cycle infrastructure links between key destinations in Burgess Hill that will support changing travel patterns for local journeys and access to new homes and jobs.

2 Proposal details

- 2.1 The 2018 Burgess Hill Sustainable Transport Package Feasibility Study identified a series of sustainable transport and public realm improvements that form the wider Burgess Hill Place and Connectivity Programme, identifying seven priority areas to support connectivity of key origins and destinations.
- 2.2 These priority areas include the towns rail stations and the Western Gateway to provide the infrastructure for safe and convenient links with the wider network of planned pedestrian and cycle improvements and facilitate safe and secure movement to and from the Station, Church Road and Station Road and through the Queen Elizabeth Avenue.
- 2.3 The Wivelsfield Station proposals form part of a wider improvement and access strategy being progressed by MSDC to provide comprehensive links between the station and key destinations including the Northern Arc.

- 2.4 The work undertaken during 2019/20 developed preliminary design proposals which were subject to stakeholder and public engagement during Summer 2020 with an overall positive response and ongoing support through the established governance structure to progress the detailed design and undertake further, focused engagement prior to the preparation for tender and procurement of a contractor to deliver the projects in 2021/22.
- 2.5 WSP have provided detailed proposals, fee structure, programme and risk assessments for the progression of the projects through detailed design together with outline costs and programme for tender and procurement of a contractor and delivery of schemes in 2021/22.
- 2.6 The proposals for the detailed design require £620k to be drawn down from the Programme's current capital allocation (comprising £419k (including a 10% contingency) for the design work plus £100k for surveys and £101k for Project Management support).
- 2.7 These costs will be funded through the LEP LGF3 Grant with quarterly returns to the LEP accounting for project spend.

3 Other options considered (and reasons for not proposing)

- 3.1 The strategic need for the Place and Connectivity Project, as an integral part of the Burgess Hill Growth Programme has been recognised and will enable the delivery of critical improvements to support development currently programmed or committed, ensuring conditions for the successful delivery of the wider Burgess Hill Strategic Growth Programme.
- 3.2 The preferred option is to deliver the projects, aligned to the Burgess Hill Strategic Growth Programme to maximise growth opportunities at the town and the wider region. The Capital Programme allocation for Burgess Hill Stations and Western Gateway within this will ensure the timely development and delivery of these schemes within the framework of the LGF Funding Agreement.
- 3.3 In order to progress the projects to detailed design and preparation of tenders, funding for the development of the designs, as set out in the WSP Fee Proposal needs to be drawn down from WSCC the capital allocation for the Burgess Hill Place and Connectivity Programme.
- 3.4 Delivery of the projects would be commissioned and managed under the WSCC Highway Professional Services Framework Agreement for project management, design and construction and where necessary together with on-going partnership work with MSDC to ensure the co-ordinated delivery.
- 3.5 The WSCC Growth Programme Delivery Manager will work with partners including the WSP appointed Project Manager via Major Projects and the MSDC Strategic Development Project Manager to ensure the programme is co-ordinated within WSCC and with partners. Projects for which the County Council is the contractual lead will be progressed through the appropriate County Council capital governance and decision processes together with monthly highlight reports.
- 3.6 The WSP Framework establishes the appropriate resource would be available to progress the designs upon the ongoing support of the Business Case and subsequent instruction to progress the work and sets out a comprehensive programme for the design and delivery of the improvements.

4 Consultation, engagement and advice

- 4.1 The proposals were subject to an online public engagement exercise during May and June 2020 with comments received in relation to the proposed Stations and Western Gateway Improvements being generally supportive and, where practical, addressed through design development.
- 4.2 The Public Engagement included a number of key stakeholders including Burgess Hill Town Council, bus operators, walking, cycling and access groups.
- 4.3 The current proposals are supported by the Burgess Hill Growth Board and Member Steering Group and support the ongoing design process and identified approach to tender and procurement.
- 4.4 A proposed route for the tender and procurement of services and the construction of the works for the Burgess Hill Place & Connectivity Programme is identified through the current WSCC Framework Services and supported by the Project Board.

5 Finance

- 5.1 The LEP has allocated £10.9m LGF3 funding to support the Burgess Hill Place and Connectivity Programme which includes a commitment of 50% match funding. The £10.9m LGF allocation supports a total programme value of £21.8m with match funding from private sector development and S106 / CIL.
- 5.2 The projects within the Place and Connectivity Programme for which WSCC is identified as the Contractual Lead are summarised in the table below with the allocation of £15.002m identified within the WSCC Capital Programme.

Burgess Hill Place and Connectivity Programme	
Burgess Hill and Wivelsfield Rail Stations	£1.872m
A2300 Corridor	£2.47m
Town Centre Access and Public Realm (Western Gateway)	£2.8m
Town Centre Access and Public Realm Phase 2	£2m
Northern Arc	£3m
Town-wide Links to Key Destinations	£2.86m
Total	£15.002m

- 5.3 The total capital required to complete the projects Detailed Design for the Burgess Hill Stations and Western Gateway is £620k (comprising £419k (including a 10% contingency) for the design work plus £100k for surveys and £101k for Project Management support).

5.4 The Capital consequences are shown in the table below.

Scheme	Original Overall Budget	FY19/20 Spend (Actual*)	FY20/21 Spend (Detailed Design**)	FY21/22 - 2023 Spend (Forecast)	Forecast Total Cost
Western Gateway	£2,800,000	£195,000	£338,000	£2,310,000	£2,648,000
Wivelsfield Station	£650,000	£83,000	£126,000	£555,400	£680,400
Burgess Hill Station	£1,222,000	£96,000	£156,000	£772,100	£928,100
TOTALS	£4,672,000	£374,000	£620,000	£3,637,500	£4,256,500

*Including Project Management and survey fees

**Including 10% Contingency, Project Management and assumed survey cost

- 5.5 £620k is required from the WSCC Capital Programme allocation for the Burgess Hill Place and Connectivity Programme in order to meet ongoing design costs associated with the three projects and the capital is recovered from the LGF grant via the LEP quarterly returns.
- 5.6 These costs will be funded through the LEP LGF3 Grant with quarterly returns to the LEP accounting for project spend.
- 5.7 The proposals have no associated Human Resources, IT and Assets Impact and a future decision will be taken to support the procurement and appointment of a contractor for the works

6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
Risk of resources / alignment of resources not being available to support the delivery of the projects within the LEP funding profile and LEP funding is lost	Lead partner to ensure accountability for the programme through formal arrangements with key partners e.g. Mid Sussex Growth Deal representing commitment by WSCC and MSDC to work together to align resources. Burgess Hill Governance structure and internal project management structure ensures regular programme oversight, appointment of consultant to progress projects within the programme and further develop spend profiles in line with LEP funding window. Ongoing engagement with LEP and Finance to agree LGF Flexibilities to ensure programme funding and investment in Burgess Hill is retained.
The cost of delivery of the final package may exceed available fixed budget or Scheme delivery overrun	Individual schemes within the will be costed and monitored by design team in conjunction with authority finance officers and all cost estimates will comprise an "optimism bias" in order to factor

Risk	Mitigating Action (in place or planned)
due to consultation / design amendments resulting in projects not being deliverable or affordable	<p>in contingencies. Schemes can be initially tailored or prioritised to fit available budget. Internal project management structure ensures regular programme oversight including finance monitoring as part of the quarterly claim reporting process, which will identify any emerging budget pressures and provide an opportunity for remedial action. Budgets to be monitored through the established governance process.</p> <p>Engagement and Oversight of Project Board, Burgess Hill Growth Board and Burgess Hill Members Steering Group within the established Governance Framework will consider priority and progression of projects and budget.</p>
Risk that the identified LEP / LGF Grant Spend cannot be achieved by March 2021	<p>Engagement and Oversight of Project Board, Burgess Hill Growth Board and Burgess Hill Members Steering Group within the Governance Framework. Oversight of spend profile against LEP funding agreement and ongoing engagement with LEP and Finance in relation to agreeing LGF Flexibilities to ensure programme funding and investment in Burgess Hill is retained.</p>
Risk that long term maintenance for 'non standard' highway items cannot come from capital budget allocation and may be a risk to the highways revenue budgets	<p>In line with wider Growth Programme Capital Projects, designers will identify anticipated long term maintenance requirements, that would normally constitute Commuted Sums. In line with current arrangements within existing Growth Programmes, identified commuted sums values will be set aside within the capital budget and will transfer to the Highways Maintenance budget for any future CAPITAL works on this scheme</p>

7 Policy alignment and compliance

- 7.1 The proposal supports both A Prosperous Place and A Council the Works for the Community priorities contained within the West Sussex Plan. The pedestrian, cycle access and connectivity improvements at Burgess Hill Stations and Western Gateway will contribute to the total length of new cycle paths within the Burgess Hill and support Economic Growth and GVA within the County.
- 7.2 The proposals also stem from partnership deals between the County Council and District Council partners together with the strategic partnership with Coast 2 Capital, the Local Economic Partnership.
- 7.3 In addition, the project will make a significant contribution to the local and regional recovery from the impacts of COVID-19 both in terms of supporting a shift away from the car and congested transport to non-car trips through the delivery of high quality pedestrian and cycle infrastructure and also supporting access to homes, commercial space and jobs growth areas within Burgess Hill.
- 7.4 The proposal has no implications under the Human Rights Act 1998.

7.5 There are no foreseeable crime and disorder implications to this proposal.

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Appendices - None

Background papers - [LDR09](#) (18.19)