

PROCUREMENT FOR BURGESS HILL PLACE AND CONNECTIVITY PROGRAMME

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Wards Affected: All
Key Decision: Yes
Report to: Cabinet
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Purpose of Report

1. The purpose of the report is to ask Cabinet to approve the procurement process for the projects within the Place and Connectivity Programme that are led by this Council. The report summarises the Programme, the arrangements and the proposed procurement approach for the civil contracting work required to deliver the projects.

Summary

2. The Burgess Hill Place and Connectivity Programme is a coordinated investment package of public realm, connectivity and sustainable transport infrastructure improvements. The Place and Connectivity Programme is part of and integral to the sustainable delivery of the Burgess Hill Growth Programme.
3. Significant progress has been made to assess an appropriate and robust route to procurement for Place and Connectivity Programme projects that are led by Mid Sussex District Council. In order to start this process, the authority to procure the civil and associated works via the Scape Procure Civil Engineering Framework is required from the Council.

Recommendation

4. **Cabinet are recommended to:**
 - i) **Agree to delegate responsibility to procure civil and associated works via the Scape Procure Civil Engineering Framework, up to the value of £6.839m to the Assistant Chief Executive, in consultation with the Head of Corporate Resources; and**
 - ii) **Agree to add the Mid Sussex led Place and Connectivity Programme projects detailed in Appendix 1 to the Council's Capital Programme**
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Background

5. Working in partnership with WSCC, the Council has secured £10.92m from the Government's Growth Deal Fund, administered by the Local Enterprise Partnership (LEP) with a 50% match funding requirement, to support the delivery of the Place and Connectivity Programme. The £10.92m Local Growth Funding (LGF), which must be committed by March 2021, supports a total Programme value of £21.84m. The £10.92 match funding commitment is met from the private sector and S106 contributions.

6. The Burgess Hill Place and Connectivity Programme responds to the anticipated increase in travel demand that is expected through the Burgess Hill Growth Programme and changes in socio-demographic factors which will influence propensity to travel and the travel mode choice. The level of traffic volume is expected to increase in future and sustainable transport schemes offer the potential for modal shift away from single occupancy vehicle usage.
7. The Place and Connectivity Programme ensures these improvements are delivered in a timely and co-ordinated manner to ensure planned economic growth opportunities are supported in a sustainable manner.
8. The Place and Connectivity Programme will deliver:
 - Public realm and connectivity enhancements at Burgess Hill and Wivelsfield railway stations;
 - Public realm and connectivity improvements in Burgess Hill Town Centre;
 - Connectivity between the Northern Arc and key destinations in Burgess Hill;
 - Connectivity between the Victoria Business Park and key destinations in Burgess Hill;
 - Connectivity between Burgess Hill and Haywards Heath;
 - Connectivity between surrounding villages and key destinations in Burgess Hill; and
 - Connectivity between the A2300 corridor and key destinations in Burgess Hill
9. The delivery of projects in the Programme will be implemented in two broad phases as follows:
 - Up to March 2021 (LGF funding)
 - From April 2021 – March 2035
10. WSCC is the lead Delivery Body for the overall Place and Connectivity Programme and is responsible for the relationship with the LEP. The Funding Agreement between WSCC and the LEP signed 10 May 2019 sets out the obligations for overall delivery and financial management of the Programme and enables drawdown of Local Growth Funding.
11. WSCC are the contractual lead for projects within the Place and Connectivity Programme totalling £15.002m and Mid Sussex for projects totalling £6.839m as set out in Appendix 1. This report outlines the proposed procurement process for the delivery of the projects led by Mid Sussex up to the value of £6.839m.

Procurement

12. Officers have worked with the Shared Procurement Service (Crawley, Horsham and Mid Sussex Councils) to identify options for an appropriate and robust procurement route for the Place and Connectivity Programme projects led by Mid Sussex.
13. Given the overall value of Mid Sussex led projects within the programme, and because the Programme will be procuring over a significant length of time, officers assessed an appropriate procurement approach to ensure the following is achieved:
 - OJEU compliance;

- Efficient procurement without compromise on quality;
 - Accountability;
 - Value for money;
 - Social value;
 - Ability to use local suppliers/ supply chains;
 - Good client support with demonstrable experience of delivery
14. It is recommended that the procurement of civil and associated works is made via a multi-disciplinary contract via the Scape Procure Framework.
15. The Scape Group is a public-sector partnership that offer fully managed frameworks available to any public body. This Council, has an extant access agreement for the Framework, and for this work would use the Civil Engineering Framework led by Balfour Beatty. The Civil Engineering Framework is designed to deliver a variety of projects, such as the Place and Connectivity Programme.
16. The Scape Procure Framework provides:
- An efficient approach to procurement with an immediate route to market demonstrating value for money;
 - Complies with UK and EU Regulations;
 - Both a dedicated Framework Manager and Relationship Manager
- This approach allows early Contractor engagement with the project, including the provision of outline feasibility at no cost to the Council, and facilitates a collaborative design process, allowing input from all stakeholders including the Contractor.
17. The proposed procurement route is supported by the Council's Legal and Shared Procurement Services.
18. The procurement stage deliverables are:
- Clear programme documentation;
 - A Resourced and capable contractor with clear client side management.
 - Clear management structures with resource to deliver the scope of the Place and Connectivity Programme; and appointed contractor(s) to deliver the requirements within the required timescales

Governance and Risk Management

19. Procuring via the Scape Procure Civil Engineering Framework significantly reduces the risk of underspend of the LGF funding (required for March 2021) by ensuring that a very efficient and effective means of procurement is adopted by the Council to facilitate the delivery of projects within the tight delivery timeframes.
20. The Scape Framework is performance and support managed by both a dedicated Framework Manager and Relationship Manager and a collaborative risk assessment with regular review is hardwired into the Programme. This facilitates transparency and regular reporting to the client side to ensure any issues can be effectively reported and managed through the Burgess Hill Growth Programme governance arrangements.

21. The overall co-ordination and strategic management of the Burgess Hill Growth Programme of which the Place and Connectivity Programme is part of, is undertaken by the Burgess Hill Growth Programme Board, chaired by the Chief Executive of Mid Sussex and attended by senior representatives from this Council and WSCC.
22. The regular monitoring and oversight of individual projects in the Place and Connectivity Programme is undertaken by the Place and Connectivity Programme Delivery Team comprising officers from Mid Sussex and WSCC. This Group reports to the Burgess Hill Growth Programme Board.
23. Any changes that put at risk project tolerances being exceeded (defined parameters such as time and cost), are reported to the senior responsible officer to mitigate the effects and if necessary, an exception report will be delivered to the Programme Delivery Team and ultimately to the Growth Programme Board.
24. A cost tracker is being used to monitor the costs of carrying out projects in the Programme and this will be reported to the Programme Delivery Team on a monthly basis. Any potential deviation from the budget will result in an exception report being presented to the Programme Delivery Team.
25. A risks and issues log is maintained throughout the duration of the Programme and a specific log is linked to procurement. Major risks and issues are elevated on a monthly basis.

Policy Context

26. The Burgess Hill Place and Connectivity Programme supports the Council's priorities of sustainable economic growth and resilient communities. Sustainable transport and public realm improvements will ensure planned economic growth opportunities can be supported in a sustainable manner.

Financial Implications

27. Approval to procure or the procurement process does not commit the Council to expenditure. The Council is able to assess suppliers against the budget and is able to cease procurement if the market is unable to supply within budget.

Risk Management Implications

28. Risk for the project is managed through the programme arrangements for the overall Burgess Hill Growth Programme.
29. The progression of elements of the Programme will be dependent on a number of delivery factors including the availability of road space and relationship with other projects being delivered through the Burgess Hill Growth Programme. The scope and timing of proposals is flexible within the context of the overall Place and Connectivity Programme with flexibility to move funding between projects should this be required. LGF funding will be applied to the first proposals that spend within the overall projects.

Equality and Customer Service Implications

30. Equality issues will be considered through the development of proposals in the Burgess Hill Place and Connectivity Programme.

Other Material Implications

31. None

APPENDIX 1

Contractual lead for projects within Place and Connectivity Programme

MSDC Contractual Lead:

- Improvements at Burgess Hill and Wivelsfield Rail Stations Phase 2
- Triangle Leisure Centre, Access and Public Realm Improvements
- Burgess Hill to Haywards Heath /Hassocks Cycle Links
- Electric Vehicle Charging Points
- Town-wide Bike Share and cycle parking
- Town-wide Links and Wayfinding to Key Destinations
- Bus Stop Infrastructure including Real Time Passenger Information
- Northern Arc Links (on-site)

WSCC Contractual Lead:

- Improvements at Burgess Hill and Wivelsfield Rail Stations Phase 1
- A2300 Corridor
- Town Centre Access and Public Realm Improvements Phase 1
- Town Centre Access and Public Realm Improvements Phase 2
- Northern Arc Links (off-site)
- Townwide Links to Key Destinations