

Minutes of the Meeting of the **CAPITAL PROJECTS SUB-COMMITTEE** held at the Operations Department Depot, Swanage on **WEDNESDAY, 30th NOVEMBER 2022** at **4.00 p.m.**

Chair: -

Councillor M Bonfield

Swanage Town Council

Present: -

Councillor J Bishop

Swanage Town Council (from 4.15 p.m.)

Councillor T Foster (Town Mayor)

Swanage Town Council

Councillor A Harris

Swanage Town Council
(until 5.05 p.m.)

Councillor C Tomes

Swanage Town Council

Also in attendance: -

Councillor C Moreton (Deputy Mayor)

Swanage Town Council

Martin Ayres

Town Clerk

Gail Percival

Assets & Compliance Manager

Matthew Snowdon

Assets & Compliance Support Officer

There were no members of the public present at the meeting.

1) Apologies

There were no apologies to report on this occasion.

2) Declarations of Interest

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with section 9 and Appendix B of the Council's Code of Conduct.

There were no declarations to record on this occasion.

3) Matters arising from minutes of previous meeting held on 7th September 2022.

There were no matters raised on this occasion.

4) Days Park Path update on timing of works

It was reported that a site visit had been arranged for Thursday 1st December 2022 with the Asset & Compliance Manager, Dorset Council Property Services, the appointed contractors and a Dorset Council Arboriculture Officer for a final walkthrough. It is anticipated a start date for works will be agreed at this meeting.

Councillor Bishop joined the meeting at 4.15 p.m.

5) Peveril Point Road

Further to Minute No. 5 of the meeting of the Capital Projects Sub-Committee held on 7th September 2022, it was reported that the contract for provision of a methodology and specification in relation to highway works and ground stabilisation had been awarded to WSP at the Council meeting held on 26th September 2022. An update is due within two weeks setting out proposed design solutions.

6) Seafront Improvement Scheme update

The Assets & Compliance Manager drew attention to the content of the recent ground investigation report on the seafront land between Victoria Avenue and Cliff Cottage. It was agreed that this information should be incorporated in forthcoming councillor workshops to explore options for the stabilisation and enhancement scheme. It was noted that following the workshops a meeting of the Seafront Masterplan Working Party would be convened to make recommendations as to next steps.

7) Station Approach update

Further to the meeting of the Traffic Management Advisory Committee held on 22nd November 2022, it was noted that recommendations for works outlined in the WSP ‘Feasibility Study for Pedestrian Safety Improvements at Swanage Station’ are due to be presented to the Planning & Consultation Committee meeting scheduled for 5th December 2022.

Works proposed by the Advisory Committee include:

- bringing the existing location up to current highway standards (crossings, tactile paving, road markings)
- relocate the parking bays allocated for the railway to either the Co-op car park or to the two taxi bays adjacent to the disabled bays
- adjust road marking/surfacing in the area where the railway parking was previously located
- install a cycle rack (location to be determined)
- review the installation of additional crossings.

8) Seafront Repairs – Parish Slipway/Stone Quay.

Further to Minute No. 8 of the meeting of the Capital Projects Sub-Committee held on 7th September 2022, it was noted that the works had been delayed due in part to the Environment Agency’s timescales for installing the seasonal sea defences. This had led to the initial tender process being re-run, the outcome of which, it was reported, is currently being evaluated by the Assets & Compliance Manager and Dorset Flood and Coastal Erosion Management Team, prior to a report being made to the Council Meeting on 12th December. It was noted that timing remained critical due to the need to prevent further damage to the assets requiring repair.

9) Burlington Chine Public Conveniences.

Further to Minute No. 6 of the meeting of the Community Services Committee held on 9th November 2022 and the subsequent meeting of the Public Conveniences Working Party held on 16th November 2022, the Assets & Compliance Manager reported on a subsequent pipework and drainage inspection, which had not identified any visible faults. It was further reported the Council had been advised that if a rupture were to occur to the pipe in the future, it could be lined within an 8-week period and potentially temporarily patched as an emergency measure. Attention was drawn to the fact that a sum of £30,000 had been added to the Public Conveniences Reserve to cover the estimated cost of this work.

Councillor Harris left the meeting at 5.05 p.m.

Recognising the strength of support for retaining this facility, as demonstrated at the public meeting organised by the Council to consider future options on 7th September

2022, and in light of the drainage inspection, it was proposed by Councillor Bonfield, seconded by the Town Mayor and RESOLVED UNANIMOUSLY:-

TO RECOMMEND:

That an annual survey be commissioned to monitor the condition of the pipework at Burlington Chine public conveniences, with a sum of £30,000 being retained in the Public Conveniences Reserve for re-lining the pipes if that is deemed necessary or a critical failure occurs.

Consideration was also given to requirements for scheduled building maintenance, as detailed in the briefing note provided with the agenda for this meeting. It was noted that a revenue budget of £5,000 had been allocated for the current financial year, but that it was estimated that the works required would total approximately £7,000. Members confirmed that if the facilities were to remain open then they should be maintained in accordance with the advice received. It was, therefore, proposed by Councillor Bonfield, seconded by Councillor Bishop and RESOLVED UNANIMOUSLY: -

TO RECOMMEND:

That works to the external frontage of Burlington Chine public conveniences be undertaken and that the budget be increased to £7,000.

Councillor Moreton left the meeting at 5.15 p.m.

It was reported that the working party meeting held on 16th November had discussed the benefits of obtaining an up-to-date valuation of the open area adjoining the public conveniences and the Town Clerk agreed to pursue that matter further.

10) Recreation Ground Footpaths.

Members received a report from the Assets & Compliance Manager regarding significant cracking of footpaths and ground movement on the Recreation Ground and some parts of Sandpit Field. This was likely to be the result of the extremely dry weather conditions over the summer. An inspection has been undertaken by a suitably qualified contractor who had identified several areas where repairs would be appropriate, in some places to mitigate the health and safety risk to those using the footpaths. An initial estimate of the cost of these works had been £20,000, but to address all of the areas identified in the inspection would cost almost £27,000. After careful consideration it was proposed by Councillor Bonfield, seconded by Councillor Bishop and RESOLVED UNANIMOUSLY: -

TO RECOMMEND:

That repairs be made to the footpaths on the Recreation Ground and Sandpit Field and that a budget of £27,000 be allocated.

11) Tourist Information Centre – Beach Cleaning/Storage Areas.

The Assets & Compliance Manager reported that repairs and refurbishment of the two areas adjoining the Tourist Information Centre currently used for staff breaks, equipment storage, beach cleaning equipment and COSHH storage had been allocated a budget of £15,000 within the Capital Programme 2022/23. It was highlighted that these works will ensure the integrity of the roof and services within the building, provide additional storage space and ensure that beach cleaners and, in the summer, seafront advisers have an appropriate area with hot and cold water for rest breaks.

A quotation for the works had been sought within Dorset Council's Repairs, Maintenance, Minor and Small Capital Works Framework Agreement: Lot 11, which was in excess of the original budget. In light of this it was proposed by Councillor Bishop, seconded by Councillor Tomes and RESOLVED UNANIMOUSLY: -

TO RECOMMEND:

That repair and refurbishment works to the two areas adjoining the Tourist Information Centre be authorised and that the budget be increased to £18,000.

12) Skate Park – Equipment Removal and Resurfacing.

Further to Minute No. 7 of the Community Services Committee meeting held on 9th November 2022, it was reported that the Assets & Compliance Manager continues to actively explore the most cost-effective options for the removal of the equipment approaching its end of and that resurfacing of the affected areas of the Skate Park will be undertaken once that has been removed.

It was noted that the Capital Programme for 2022/23 contained a provision of £25,000 for these works. However, a quote sourced via Dorset Council's Repairs, Maintenance, Minor and Small Capital Works Framework Agreement: Lot 11 had been received in excess of this sum.

Following careful consideration, it was proposed by Councillor Bonfield, seconded by Councillor Tomes and RESOLVED UNANIMOUSLY: -

TO RECOMMEND:

That a contract be issued under Dorset Council's Repairs, Maintenance, Minor and Small Capital Works Framework Agreement: Lot 11 for the resurfacing of the Skate Park for a sum of £27,793.05, to be actioned once the redundant equipment has been removed.

13) Changing Places North Beach car park – update on timing of works.

The Assets & Compliance Manager reported that Dorset Council have received the Changing Places grant money from central government and that this work was now scheduled to commence in March 2023 with completion estimated for Summer 2023.

14) Budget Setting 2023/2024.

Further to consideration at each of the Council's Standing Committees, schedules containing the draft Capital Programme 2023/24 – 2025/26 and draft Significant One-off Revenue Expenditure 2023/24 were discussed. A number of amendments were identified to be further considered at the next meeting of the Finance & Governance Committee, scheduled for 14th December 2022, as follows:

Draft Capital Programme 2023/24 – 2025/26

- Consider bringing forward £40,000 for Station Approach Infrastructure improvements to the 2023/24 period.
- Remove Stone Quay Reconstruction & Bonding of £50,000 as this work cannot be capitalised and is now included within the Draft Significant One-off Revenue Expenditure 2023/24.

Draft Significant One-off Revenue Expenditure 2023/24

- Station Approach planning & consultation reduce from £10,000 to £5,000
- Burlington Chine pipe repairs – remove £35,000 from the budget as this amount is currently held in allocated reserves and will only be spent if required.

- Tourist Information Centre front of house changes – remove £10,000 and add to reserve list
- Electricity provision for Prince Albert Gardens – alter this to Electricity provision for Parks & Gardens
- Quay & Slipway repairs – further to Minute No. 8) above increase budget from £35,000 to £65,000.
- Wifi provision for Prince Albert Gardens – alter to Wifi provision for Parks & Gardens
- Path Repairs Recreation Ground – further to Minute No. 10) above increase from £20,000 to £27,000
- St Mark’s former playing field enhancements – reduce draft allocation from £7,000 to £3,000
- Beach Gardens awning – remove £6,500 and add to reserve list.

Further to the above, attention was drawn to the need to make budget provision for the removal of the Arts Club hut. It was noted that a quote had been received early in 2022 for removal of this building and isolating the electricity supply within a cabinet. The Assets & Compliance Manager will refer to the contractor to ascertain if this quotation remains current.

15) Date of next meeting.

The date of the next meeting was discussed and was agreed it should be set as and when required.

The Meeting closed at 5.55 p.m.
