

EAST SUFFOLK COUNCIL

PROJECT HIGHLIGHT REPORT

Project Name: The Ness	Project Lead: Paul Wood Project Manager: Client side, Annett Thompson, Concertus Richard Best, Project Manager WDC	Status (RAG)

Report Date: 10/04/2019	Report originator: Richard Best
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Timescales

Milestone name	Original planned date	Current agreed planned date	Latest Estimated date	Status/Comment	RAG
Procurement of client side Project Manager and QS	July 2018	July 2018	July 2018	Complete	
Groups set up (Working Group, Steering group, Board)	July 2018	July 2018	July 2018	Complete	
Procurement of Landscape Architect	August 2018	August 2018	August 2018	Complete	
Stakeholder Workshop for Design undertaken	Nov 2018	Nov 2018	Oct 2018	Complete	
Design complete	Dec 2018	Dec 2018	Dec 2018	Complete	
Contractors appointed	March 2019	March 2019	May 2019	Complete	
On site works start	April 2019	April 2019	May 2019	On going	
All on site (contractors) work complete	Nov 2019	Nov 2019	Nov 2019	On going	
Procurement of Audience Development Plan Services	Oct 2018	Oct 2018	Oct 2018	Complete	
Audience Development Plan complete	April 2019	April 2019	Dec 2019	On going	
Procurement of Events and Marketing Services	Oct 2018	Oct 2018	Oct 2018	Complete	
Calendar of Events Plan in place	Nov 2018	Nov 2018	April 2019	On going	
Launch event delivered	April 2019	April 2019	Nov 2019	On going	
Succession Plan for events and marketing agreed, April 2019	April 2019	April 2019	June 2019	On going	
Maintenance Plan agreed	Nov 2019	Nov 2019	Nov 2019	On going	
Project Evaluation	Dec 2019	Dec 2019	Dec 2019	On going	
Lesson learnt report	Dec 2019	Dec 2019	Dec 2019	On going	
Project Closure	Dec 2019	Dec 2019	Dec 2019	On going	

Progress: April

Contractor

The main contractor has been appointed, Blakewell.

LTC have been informed by Annett the Design is as stand until the contractor review the design and work the costing within the budget. At this stage, elements of the design maybe subject to change, All changes will be discussed with the Steering Group and LTC Full Council; unless Shona used delegated authority to sign off changes.

Birds Eye car park

Surveying works being undertaken to produce a more accurate feasibility study for further consideration.

Agreement and permission agreed with Birds Eye for the provision of artwork to The Ness facing side of their building. Possibility to be further scoped and Annett Thompson holding initial conversation with Allen Scott Architects.

Audience Development Plan

The Ness Steering Group shared feedback on the final draft report.

Amendments have been made by Tricolor which have been reviewed by Emma Chapman and feedback to Tricolor.

It is anticipated the report will signed off by close of week 27th May.

Forthcoming events include:

Beach School week 29th May,

Rise and Shine photograph competition which closes 5 August

First meeting of the Friends of The Ness 11 June,

Marketing and Activity Coordinator role

Ahead of the monthly Working Group meeting with Jo & Louis (8th April) documents were issued detailing the costings to date for the activity plan and an analysis of social media presence to date.

The first event took place on The Ness this month, which saw the Excelsior Trust restore the sails using traditional methods. Drone footage was taken to document this activity.

Additional Funding

Our Heritage

The £95k bid to Heritage Fund (formerly HLF) HF for the provision of the physical interpretation, augmented reality and activity was unsuccessful. However, HF have advised that they would consider a re-submission and subject to LTC approval, a new application to include the digital and augmented reality interpretation and activity only (less funding) will be re-submitted as soon as possible. This will include an element of match funding from the CCF budget. It is suggested that ESC will tender these works and the detail received from providers will inform the HF bid detail. The successful provider can be appointed subject to the award of the HF as advised by ESC Procurement Team. The physical interpretation work is included within the main contract and CCF

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ACE

To be update with a presentation in the meeting.

Anglian Water - The eco toilet feasibility study was presented to Neil Coleby for LTC consideration and it was agreed that Kate Ellis would obtain further details and costings from Woo-Woo and Natsol for further consideration. Further clarity in terms of required site excavation to site the toilets needs to be determined and Richard Best will pursue this issue with Annett Thompson. At the

appropriate time, a presentation would be made to Anglian Water with other proposals to discuss possible funding support to the project.

June

Contractor

The main contractor has been appointed, Blakewell.
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It is anticipated the report will signed off by close of week 27th May.

Forthcoming events include:

Beach School week 29th May,
Rise and Shine photograph competition which closes 5 August
First meeting of the Friends of The Ness 11 June,

Planned events included:

Enchanted Cinema 10 July with The Greatest Showman at Sparrows Nest Garden,
East Anglia Transport Museum Wheels and Waves event with the venue as Ting Denes
Christmas Fair, 24 November

Marketing and Activity Coordinator role

Two documents were issued including activity plan and an analysis of social media presence to date. There were several asks to the Working Group on the appropriateness of venues and dates for some of the events. All to feed back to Jo Leverrett

Artwork

4 artists that are going to deliver the art workshops. More detail on the workshop tbc.
The artist are:

1. Hugh Davies and Lisa Hurcum - *Paperworks
2. Mark Burrell
3. Miriam King
4. Ni Gooding

They are exhibiting at the pop up gallery Unit 22, The Britten Centre, from 18 - 31 May, Thurs - Sat 11 - 4 as part of the Easterly Artists event.

A range of draft posters to advert events have been agreed with the Working Group.

June

Additional Funding

Anglian Water

Kate Ellis has refined the design detail and costings from Woo-Woo and Natsol for further consideration. No soil sample testing has taken place in the area earmarked for the toilets, albeit this area is considered contaminated and served historically as a cess pit area. Alternative costings in terms of traditional construction and connection to the main sewer are being sought. At the appropriate time, a presentation would be made to Anglian Water with other proposals to discuss possible funding support to the project, once all the costings are known.

Reptile Survey

Suffolk Wildlife Trust have been instructed to carry out a full reptile survey which involved 7 survey visits plus one day to place the mats on site. This survey work will begin on the 17th May.

Our Heritage

HF has advised that they would consider a re-submission and draft tender documents have been prepared and are with LTC for comment. The deadline for feedback from LTC has been missed (15/05/2019) The importance of this deadline has been raised, LTC to provide feedback by 20/05/2019. The application is to include the digital and augmented reality interpretation and activity. An element of match funding from the CCF budget.

July

Client Side Project Management

Urgent discussions have continued between ESC and LTC legal representatives and project leads, to sign off the Occupancy Agreement, for ESC to take occupancy of the site for pending construction works. Alistair Bissett forwarded eight documents as requested and agreed for sign off by LTC. Final adjustments to wording have now been submitted to LTC for their approval and now final agreement. Discussions are still. This issue has been escalated on the risk register. A further risk has been raised in terms of additional charges for contract extension by Concertos.

It is proposed that once the contract has been officially awarded to the preferred contractor Blakedown, Annett Thompson will continue the value engineering process with them and firm up final design proposals for the Steering Group to consider and LTC to sign off.

HLF Heritage Bid

The tender evaluation panel met 10 July and selected Immersive Creative to deliver the augmented digital work and Poetry People the heritage activity. It was agreed the two companies would be awarded the respective contracts subject to successful Our Heritage funding applications. Initial discussions are scheduled late July with both companies to discuss the details of their proposals and to prepare for delivery.

A number of initial variation orders are also awaiting issue once the occupancy agreement has been signed by LTC e.g. re-design works relating to the gas main position, which has now been located and marked by Cadent and possible changes to footpath positions and design.

Rights of Way

Annett Thompson has progressed the RoW closure notices as far as possible without the signed occupancy agreement in place. SCC RoW officer is awaiting instruction to proceed. Richard Best has also notified the ESC RoW officer in readiness to provide further assistance if required.

Audience Development Plan

The monthly Working Group meeting with Jo Leverett took place on the 1st July. Two documents were issued including activity plan and an analysis of social media presence to date. All work is on track. Next meeting scheduled for the 29th July

Planned events included:

Enchanted Cinema 10 July with The Greatest Showman at Sparrows Nest Garden,
East Anglia Transport Museum Wheels and Waves event with the venue as Ting Denes
Christmas Fair, 24 November

Marketing and Activity Coordinator role

Two documents were issued including activity plan and an analysis of social media presence to date. There were several asks to the Working Group on the appropriateness of venues and dates for some of the events. All to feed back to Jo Leverett.

Forthcoming events include: To be detailed at the Steering Group meeting

Artwork

Further to the presentation provided to the Steering Group earlier this year, listing the options to develop this aspect of the works, the item is again scheduled for the Steering Group to discuss at the 29 July meeting and agree the most appropriate way forward.

Works outside the main contract

- Decision awaited from LTC re public toilets feasibility study
- Progression of vehicle crossing to Sparrows Nest

Next Steps:

Key steps in May:
<ol style="list-style-type: none"> 1. Sign off outstanding agreements e.g. Occupancy Agreement 2. Consider Pedestrian crossing at Whapload Road 3. Agree possible funding support by Anglian Water

Changes:

	Approved by (name)	Approval date
Additional fee for Reptile survey to Suffolk Wildlife Trust	RB	15/05/2019

Costs:

Item name:	Original planned cost	Current agreed planned cost	Latest Estimated cost	Status/comment	RAG
Project Management and QS	28,800	36,625	49,125	Payments to date £41,101.87	
Landscape Architect	75,000	75,000	75,000	Payments to date £52,500	
Audience Development Plan Services	25,000	19,950	19,950	Payments to date £11,370	
Events and Marketing Coordinator Service	35,500	28,880	28,800	Payments to date £12,000	

Key Risks:

Occupy to Licence decision - The main current risk to the project is the signing of the agreement for Blakedown to occupy the site. The delay is now reaching a critical stage as the project the contractor will be unable to complete the works by the deadline end of December 2019 and additional fees may now be incurred.	Urgent	On going
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Targets

Performance Indicator	2018/19 Target	Achieved to date	Overall Target	RAG
Land Regenerated (m2)	130,000	0	0	
External Funding Attracted		88,176	88,176	