


EAST SUFFOLK COUNCIL

PROJECT HIGHLIGHT REPORT

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

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| April | <p>Audience Development Plan Tricolor issued their final draft report to the Steering Group for comments by 12th April. The report will shape activity at The Ness to meet the audience as identified in the report.</p> <p>Client Side Project Management An additional fee has been agreed with Concertus for the provision of the main contractor procurement works, which is not included within the original contract. Cost £1,825.00.</p> <p>Ongoing discussion is taking place between ESC and LTC legal representatives to sign off the Occupancy Agreement, for ESC to take occupancy of the site for pending construction works. Further proposal to be discussed outside the Steering Group meeting. This issue has been escalated on the risk register.</p> <p>A feasibility study is being prepared in terms of the improvement and utilisation of the Birds Eye car park for future consideration for use by The Ness visitors and wider HAZ visitors to the area.</p> <p>The Planning application for the Pile Driver play structure has been submitted by LTC to ESC Planning Team. This is subject to a minimum 8 week decision period.</p> <p>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.</p> <p>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.</p> <p>Additional Funding</p> <p>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</p> <p>The physical interpretation work is included within the main contract and CCF budget.</p> <p>ACE To be update with a presentation in the meeting.</p> <p>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.</p> |
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June

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.

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,

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.

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.

Next Steps:

Key steps in May:

1. Sign off outstanding agreements e.g. Occupancy Agreement
2. Finalise provision of eco toilets (outside main contract and feasibility only)
3. Finalise design and costings (feasibility only) for Bird Eyes Car Park (outside main contract)
4. 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 |
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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:

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| Occupy to Licence decision - The main current risk to maintaining the project on programme is the signing of the agreement to occupy the site, to enable the contractor to take possession. LTC considered ESC proposal to lease back the site for 25 years, but has taken the decision not pursue this option. ESC solicitor is awaiting formal confirmation and revised proposals for ESC to consider in terms of warranties for sub-structure works to the site. | Required asap | 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 | |
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