

Report to	Resources & Performance Committee
Date	14 November 2012
By	Director of Corporate Services
Title of Report	South Downs Centre Update
Purpose of Report	To update the Committee on recent progress on the South Downs Centre project

1) Recommendation: The Committee is recommended to Note progress on the South Downs Centre project since the last Committee meeting.

1. Introduction

- 1.1 This report provides an update of progress on the South Downs Centre project since the last meeting.

2. Planning and Listed Building Applications

- 2.1 Following a decision to refine the design of the new main entrance to Capron House it was agreed that the Planning application and both Listed Building Applications would be considered at the Planning Committee on 11 October 2012. The Planning Application was approved and the Listed Buildings applications were sent on 15 October for determination by the Secretary of State for Communities and Local Government. This process could take eight weeks although it was hoped that sending a letter with the applications requesting their early consideration might speed up this process.
- 2.2 A Staff Travel Survey intended to support and inform the development of the Travel Plan, which was a condition of West Sussex Highways at the time of grant of the original planning consent, was carried out during September 2012. The scope of the Travel Survey was extended to cover all South Downs National Park Authority (the Authority) staff including those who will not be based at the South Downs Centre, to inform the Authority's drive to improve travel and transport sustainability; the survey generated an 83% response rate. A first draft of the Travel Plan has just been received and its recommendations will now be assessed.

3. Purchase of the Buildings

- 3.1 Completion of the purchase of the buildings has been delayed as a result of the need to clarify the listing status of the memorial plaque which the current owners have removed from the Memorial Hall. This is now the only remaining major issue requiring resolution prior to completion.

4. Programme

- 4.1 Morgan Sindall has developed a detailed programme for the works that currently indicates a start on site on 10 December 2012, however this is subject to both satisfactory completion of the purchase and grant of listed buildings consent, both of which are outside the remit of the project team.

5. Resources

- 5.1 The overall budget remains unchanged at £2.8m; although the additional work required in refining the designs prior to planning approval has resulted in the design contingency being almost completely used up.

- 5.2 The Member Advisory Group has met twice since the last update to Resources and Performance Committee.
- 5.3 Morgan Sindall have sent out tender enquiries for the majority of the subcontract packages and, once tenders have been received, costs will be compared against the budget figures to assess the cost position and potential need for value engineering.

6. Risk Management

- 6.1 The main risks remain those associated with the uncertainty of dates for completing the purchase and gaining Listed Buildings Consents. It is hoped that the letter to CLG requesting early consideration of the applications will accelerate progress of obtaining the consents.
- 6.2 Any significant changes to the design have the potential to cause additional cost and delay and a formal change control process has been put in place.

7. Human Rights, Equalities, Health and Safety

- 7.1 There are no implications arising from this report.

8. External Consultees

- 8.1 None.

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Appendices	None
SDNPA Consultees	Director of Corporate Services, Director of Planning, Director of Strategy and Partnerships, Director of Operations, Chief Finance Officer, Deputy Chief Finance Officer, Monitoring Officer & Legal Services.