

Chichester District Council

THE CABINET

4 September 2018

Provision of Vehicle Wash Facility at Westhampnett Depot

1. Contacts

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2. Recommendation

- 2.1 That £20,000 be released from capital reserves to fund the appointment of a civil engineering consultant to develop a costed design solution for a new vehicle wash facility and associated works at Westhampnett depot.
- 2.2 That officers be authorised to appoint the design consultant and to present a project initiation document to the Cabinet at its meeting on 4 January 2019.

3. Background

- 3.1 The Council's Contract Services depot at Westhampnett has been the subject of a major phased refurbishment and redevelopment programme of works lasting several years. This programme has included improvements to the office and workshop accommodation, mechanical and electrical improvements, a demolition and asbestos removal programme and enhanced perimeter security works. In 2015 a half acre area of the site was redeveloped to form a Gypsy and Traveller Transit Site (G&TTS) in addition to a new service road to provide an exit from the site via the West Sussex County Council's (WSCC) Waste Transfer Station to create a one way road network. More recently, in 2016 the east side vehicle park was upgraded to include improved drainage. The west side of the site is also in need of improved drainage and resurfacing to prevent flooding and to repair uneven surfaces following the demolition works.
- 3.2 At its meeting on 9 January 2018 the Cabinet approved, in principle, an initial project proposal (IPPD) for the provision of a vehicle wash facility and associated drainage at the site. As this facility would be located on the west side of the site, the drainage and resurfacing works would be undertaken on completion of the wash facility project and would be subject to a separate IPPD and PID.
- 3.3 Indicative costs of £126,000 were included in the IPPD for the wash facility. A significant proportion of these costs were attributed to the associated drainage to ensure the safe disposal of accumulated waste products and detergents into the water system. In order to more accurately identify these costs and the budget needed for the PID, a civil engineer will be required to provide a design solution.

This report requests that £20,000 be made available from reserves to appoint a civil engineering consultant to provide a design solution. The design solution will also take the opportunity to accurately cost the drainage and resurfacing works required to the west side of the site to inform the IPPD and PID associated with this final phase of the refurbishment programme.

4. Outcomes to be Achieved

- 4.1 The services' large freighters and vehicles are primarily used for the collection of recycling, domestic and garden waste. Freighters are used for both recycling and domestic waste collection on an alternate weekly basis and it is therefore necessary to ensure the vehicle hopper is clean and free from contaminants following a domestic waste round to ensure CDC recyclables meet the quality threshold when loads are sent to the recycling plant. Currently staff use a hand-held water pressure washer to remove as much food waste as possible. However, it is not possible to use any detergents as the existing drainage system is not capable of cleansing the contaminated water. .
- 4.2 When a vehicle is inspected for MOT it is a requirement that the engine bays and chassis are clean. Currently the service pay a third party contractor to provide the cleaning required prior to an MOT. This project will enable the service to undertake this on site, saving revenue of £5,000 per annum and staff time and transport costs to Havant.
- 4.3 Having an on-site facility will enable the Council's 68 vehicles to be washed more frequently which maintains what are expensive assets and provides a more professional appearance of the Council's fleet of vehicles.

5. Proposal

- 5.1 That the Cabinet authorises the release of £20,000 from reserves to appoint a design consultant to provide accurate costs for the PID for a vehicle wash facility and associated drainage at Westhampnett depot.
- 5.3 That officers provide a fully costed PID to the Cabinet at its meeting on 9 January 2019 for this project.

6. Alternatives Considered

- 6.1 The provision of this facility is a new one and therefore officers have considered the option of not providing it and continuing with their current practice of using an off-site facility. Whilst the off-site facility is not particularly expensive, there are other opportunities that may be available with an on-site facility. These could include gaining additional income by providing the vehicle wash to external organisations and/or linking the improved drainage to the G&TTS which currently operates a cesspit drainage system. WSCC manage the G&TTS on behalf of the West Sussex Districts and Boroughs and currently pay a contractor to empty the cesspits. If the West Sussex partners were willing to fund any capital costs associated with connecting the foul water discharge from the GTTS to the drainage system installed for the wash facility to dispose of their foul water directly into the Southern Water mains sewer and to provide some contribution to CDC Southern Water utility costs, both CDC and the West Sussex partners could achieve revenue savings.

7. Resource and Legal Implications

- 7.1 The design consultant will provide the management of this project. Internal resources will be required for contractual and procurement elements of the project. Contract services staff will be required to work with the Council's Health and Safety Manager and the design consultant to manage the logistics of the scheme to ensure the depot remains safe and operational during the works.
- 7.2 The procurement process will be carried out in compliance with the Council's standing orders and following advice from both Procurement and Legal Services.
- 7.3 The design will meet planning and industry water standards for the disposal of accumulated waste products and water disposal.

8. Consultation

- 8.1 Corporate Health and Safety will be consulted prior and during the works to ensure a safe working environment for the Council's staff and contractors.

9. Community Impact and Corporate Risks

- 9.1 The project will include a soil test to identify any ground contamination and a trial pit will be dug to identify any underground structures. The project costs will include a contingency fund to accommodate these potential issues associated with a project of this nature.

10. Other Implications

	Yes	No
Crime and Disorder		X
Climate Change and Biodiversity The proposed contract will ensure the safe disposal of contaminated water	X	
Human Rights and Equality Impact		X
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Other (please specify)		X

11. Appendices

None

12. Background Papers

None