

Project Documentation - Initial Project Proposal Document
Project: Resurfacing and Improved Drainage at Westhampnett Depot
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1. Purpose of Document

The purpose of this document is to justify the undertaking of the project based on the estimated cost of delivery and the anticipated benefits to be gained. The proposal outlined in this document will be used as part of the process for prioritising future projects.

2. Project Description

To resurface the west side of the depot site to include an extended foul drainage system and fully compliant surface water drainage system with new rain water gullies, petrol interceptors, soakaway systems, etc. and additional depot lighting, signage and road and bay markings.

In scope:

- Reconstruction and full resurfacing of the west elevation vehicle park extending east west from the vehicle workshop concrete apron to the west boundary and north south from Stane Street to the boundary with the WSCC waste transfer site.,
- To provide a continuous asphalt contoured durable road and vehicle park surface extending from the previous surfacing work undertaken in 2016 with all surfaces drained to falls into a new surface water drainage system.
- Subject to statutory authority approvals, to provide a compliant foul drainage link from the Gypsy Traveller Transit Site (G&TTS) to an extended foul drainage link to be provided for the vehicle wash facility. This connection will offer WSCC the opportunity to fund the capital costs associated with connecting the G&TTS via this foul drain to a public sewer with the economic benefit of reducing revenue costs.
- Subject to completing the above foul link to the G&TTS the current drainage system would be modified to include the disconnection and removal/sealing of the two cesspit vessels. This will be dependent upon WSCC funding the capital costs and WSCC making a contribution towards CDC Southern Water utility on going revenue costs.
- New vehicle park lighting installation and signage.
- Reinstate power to front gate to support future more secure exit / entrance security.

Out of scope:

- Fuel storage: CCS currently purchase road diesel for their vehicle fleet off site. However they have two underground emergency use only diesel fuel storage tanks. These tanks provide a total capacity of 6,800 litres and are located at the main entrance beyond the security gates, although these are surveyed and pressure checked annually their upgrading or replacement is not part of these proposals. For information the quantity of diesel stored will provide one week's emergency supply for the freighters.
- Replacement of the current security gates.

3. Background

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. The purpose of the refurbishment programme has been to ensure the site is operationally safe, operates in the most efficient and effective way and is fit for purpose in the longer term.

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 final phase of this programme of works is the improvement of the west side of the site to upgrade the drainage and resurface the vehicle park to prevent flooding and to repair uneven surfaces following the demolition works. Some remedial works were undertaken in September 2018 to ensure the operating environment was safe and any immediate risk to staff was removed, however these works were remedial and as such, have a short term life span.

4. Outcomes to be Achieved

- Improved road and parking surface drainage to provide oil separation and to reduce flooding of the area in wet weather.
- Improved signage, road and bay markings to ensure a safe working environment for CDC staff and contractors
- Long term removal of risks associated with uneven surfaces.
- Completion of refurbishment programme to ensure the Westhampnett site provides a long term facility for CDC by ensuring the depot area is as flexible as possible and can accommodate forecast growth in vehicle numbers and movements

5. Timescales

The project will initially proceed with the commissioning of Consultants to design and cost the project and to liaise with Southern Water to ascertain drainage options

Subject to an agreed programme with CCS for the implementation of the scheme a Cabinet report and PID will include details of the final design and associated costs.

The duration of the site works will be identified by the design consultant and included within the detailed PID.

6. Project Costs and Resources

Detailed capital expenditure costs will be identified by the engineering consultant but officers estimate that construction costs based on a total surface area of 5,045m² including engineers consultancy fees are likely to be in the region of £474K/500k. WSCC costs associated with the drainage modifications to the G&TTS are excluded

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. Benefits vs. Cost

The benefits associated with this project are identified in the Outcomes to be Achieved section of this paper. Primarily, the objective of this project is to ensure the Westhampnett depot facility is fit for purpose, secure and safe in the longer term; maintaining a valuable CDC asset.

The predicted life expectancy of the facility based on use modelling of similar work is expected to be between 15/20 years.

As mentioned in paragraph 3, there is an associated opportunity to gain some additional income from WSCC which would reduce CDC Southern Water utility costs.

8. Identify Risks

- (a) Ground contamination identified e.g. asbestos. Soil test will be undertaken. Contingency to fund.
- (b) Underground structures identified. Trial pit will be dug. Contingency to fund.
- (c) Maintaining an operational site whilst works are undertaken. Works will be phased and some temporary off-site storage facility will be sought.
- (d) Consent by the local water authority to discharge trade waste from the wash down facility to the public sewer and permission to increase the volume of discharge to the public sewer by the addition of the G&TTS, previously estimated at 0.5 litres/second.