

Mayfield Community & Health Centre

December 2023 update

1 Design

- Elevation designs have been produced by the architects (for all the four sides of the building); the existing site and internal floor plans remain unchanged at this time.
- The design documentation has been forwarded to the WDC Planning Dept and a pre-app meeting is scheduled for 8th December 2023. Note that there might be changes to the designs in the light of feedback from the pre-app meeting and hence they have not been made available to the public at this time. They will however be made public as soon as practicable.
- There is a recognition that there is some debate as to whether the hall or the hub should benefit from the view over Court meadow. The current design (whereby the hub looks out over Court Meadow) is the lowest cost of all the options and to have the hall overlooking Court Meadow is estimated to cost an additional £340,000, which we do not have. This subject will be discussed further at the December MCC committee meeting.
- The design will also be finessed as part of the design element of the design and build contract once placed.

2 Procurement

- There is agreement that the Framework Agreement to be used will be Pagabo and the appointment of Pagabo should be in the next month.
- We have two quotes and possibly a third arriving shortly, for the design and build contract - all of which are very competitive. It is recommended that professional advice from an independent quantity surveyor (QS) be obtained with a view to assessing the viability and credibility of each of the options in order that the parish council can be assured of achieving the best overall value for money. At the time of writing quotes from three quantity surveyors are being obtained. Given that there is some urgency in obtaining the independent report and the fact that after the December council meeting the next one is not until February, and that there is no scheduled F&GP meeting until February either, the full council is requested to approve the expenditure of up to £10k on appointing the independent QS. There is sufficient finding for this activity in the budget. It is anticipated that the actual amount needed will be significantly less than this since the work should not involve more than 3 days at most.
- The placement of the PCSA contract is a function of the finalisation of the Lease and Development Agreement legal documentation, both of which are actively being developed and it is anticipated they should be ready for signing by end January 2024. WDC is expecting delegated authority to be given at the WDC Cabinet meeting on 6.12.23, so there should not be the need to await approval from future Cabinet meetings.

3 Planning

- With the supply of elevation drawings on 28.11.23 a pre-app meeting with planners has been arranged for 8.12.23. Verbal feedback will be provided on the day and written feedback should be available within a week of the meeting.

4 Timescales

- WDC have been advised that it is essential that the project timescales show completion no later than December 2025 and build contract (JCT) awarded no later than December 2024 and a new programme of work will be produced shortly.

3 Financials

- The design and build contract is still targeted to be no more than £4.5M after some value engineering. There are some further costs, for instance the parish council share of employers' agent costs and legal costs, but these are reckoned to be within the overall budget.

4 Legals

Legal documentation is being prepared for:

- Heads Of Terms for Development Agreement
- Framework contract
- PCSA contract

5 Communications

- Assuming either that the latest architect's plans are acceptable to WDC Planning Dept or, if not, that they can be readily modified in accordance with planning requirements, it is the intention to hold a public consultation on the design in January 2024.