

AGENDA

SCRUTINY COMMITTEE MEETING

Date: Wednesday, 4 September 2019

Time: 7.00pm

Venue: Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT

Membership:

Councillors Lloyd Bowen (Chairman), Richard Darby, Steve Davey, Mike Dendor (Vice-Chairman), Tim Gibson, Alastair Gould, James Hall, Carole Jackson, Elliott Jayes, Denise Knights, Lee McCall, Pete Neal and Ken Pugh.

Quorum = 4

Pages

1. Emergency Evacuation Procedure

The Chairman will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures.

The Chairman will inform the meeting whether there is a planned evacuation drill due to take place, what the alarm sounds like (i.e. ringing bells), where the closest emergency exit route is, and where the second closest emergency exit route is, in the event that the closest exit or route is blocked.

The Chairman will inform the meeting that:

(a) in the event of the alarm sounding, everybody must leave the building via the nearest safe available exit and gather at the Assembly points at the far side of the Car Park; and

(b) the lifts must not be used in the event of an evacuation.

Any officers present at the meeting will aid with the evacuation.

It is important that the Chairman is informed of any person attending who is disabled or unable to use the stairs, so that suitable arrangements may be made in the event of an emergency.

2. Apologies for Absence and Confirmation of Substitutes

3. Minutes

To approve the [Minutes](#) of the Meeting held on 3 July 2019 (Minute Nos. 108 - 116) as a correct record.

4. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

Advice to Members: If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

Part One - Substantive Items

5. Sittingbourne Town Centre Regeneration Update

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The Head of Housing, Economy and Community Services, the Cabinet Member for Economy and Property, the Sittingbourne Town Centre Scheme Manager, and representatives from KCC and Spirit of Sittingbourne have been invited to attend for this item.

Part Two - Business Items

6. Cabinet Forward Plan

The Committee is asked to consider the Forward Plan with a view to identifying possible items for pre-decision scrutiny. (To follow)

7. Urgent Business Requests

The Committee is asked to consider any requests from Committee Members to commence a review.

Issued on Tuesday 27 August, 2019

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Scrutiny Committee, please visit www.swale.gov.uk

**Chief Executive, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**

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Sittingbourne Town Centre Regeneration

Update to Scrutiny Committee 4th September 2019

	Progress Update
SPIRIT OF SITTINGBOURNE	
Highway Works	<p>Erith continue with the Section 1 S278 works to the one-way system by Cockleshell Walk and Spring Street car parks.</p> <p>A foreign HGV encroached into the barriers within the works on the one-way system on 11th August and went down an open excavation resulting in long tailbacks on the A2 and a difficult recovery. Following this KCC Streetworks granted Erith 5 consecutive shifts of night work from 13th – 17th August to expedite the works to prevent a re-occurrence. Erith are currently stating that the Section 1 works will be complete by mid-September.</p> <p>A Stage 3 (post works) Road Safety Audit was carried out of the bus stop area on 25th July. During the audit it was noted that the bus drivers were not using the bus stop area as designed and intended and therefore only an interim audit could take place which focussed on the physical elements of the build only. The auditors deemed that the bus drivers were using the bus stop area in an unsafe manner and therefore Erith took the decision, following notification to the bus operators, to close off the area from 26th July. Since then further discussions have been had with KCC 's Director for Highways, KCC's Development and Transport Teams as well as the bus operators to find a solution. KCC Developments Team have now agreed minor changes to the bus stop area as a result of the audit findings which the developer has designed and is currently costing and programming these works with Erith</p> <p>Erith/Spirit were provided dates from KCC Streetworks (16th – 22nd September) to carry out all of the carriageway re-surfacing that had not been accepted by KCC's Development Team within Phases 1 & 2 however these dates have now been withdrawn due to the extended works at Crown Quay Lane and St. Michael's Road junction.</p>
Leisure Development (Bourne Place)	<p>PDR continues to make good progress with the plaster boarding to the corridor walls and ceilings and bedrooms and the acoustic flooring within the hotel.</p> <p>PDR has completed most of the first fix electrics to the hotel and is currently spraying sealer to all of the bedroom</p>

	<p>walls prior to spraying the mist coat of paint.</p> <p>PDR continue to progress with the external cladding for the hotel and the masonry superstructure and will be starting to install bedroom furniture from week commencing 2nd September.</p> <p>PDR is currently laying the hot melt roofing material to the cinema and is finishing off installing the cladding carrier board to the external faces of the building. The insulation board to the underside of the roofing (internally) is also being installed.</p> <p>PDR is also constructing the sub-station walls within the cinema building and preparing for the installation of the external cladding which is due to commence week commencing 26th August.</p> <p>Spirit are currently preparing their documentation for a discussion with the planning team on 21st August prior to a material amendment submission</p> <p>The legal teams for Spirit, SBC, Praxis and UKPN are currently all in discussion regarding the positioning of the sub-station on the corner of the Praxis land.</p>
Princes Street Retail Park / The Forum Car Park	<p>Mitchells continue to carry out the snagging items in Princes Street Retail Park. Recently they have installed the 'wheel stops' to the parking bays adjoining the central walkway and are currently in contact with KCC Streetworks to enable them to do the remedials to the landscaping areas adjoining Eurolink Way.</p> <p>SBC have yet to receive an update from Spirit on completion of the outstanding snagging items and the addition of bollards, within the Forum Car Park.</p>
Residential	<p>SBC has now received further substantiation from Spirit regarding the outstanding conditions to be met in accordance with the Development Agreement for the residential element.</p>
Planning	<p>Spirit continues to work with the Planning Team for the conditions relating to the Leisure site.</p>
Risks	<p>Spirit is maintaining the Developers risk register through all phases of the scheme.</p>
Communications	<p>PDR sent out a newsletter to local residents and businesses during week commencing 15th July to provide an update on progress and upcoming site activities. The information was sent to members and also posted on the SOS website.</p>

	<p>Members received an update on the outcome of the stage 3 (post works) audit for the bus stop area on 29th July</p> <p>On 6th August Spirit sent out a press release relating to the next phase of roadworks on the one-way system. This information was also sent to members.</p>
SBC	
Multi-Storey Car Park (MSCP)	<p>A meeting to discuss the outstanding financial variations and final account took place between SBC and Huber on 23rd July</p> <p>The MSCP contractor, Huber continues to complete the snagging as well as the identified outstanding items. Huber is on site for two weeks from 19th August to install the additional column extensions and mesh to the top floor and horizontal beams and mesh to the ground floor. They will also be carrying out the soil installation to the landscaping areas and carrying out remedial works to the blockwork paths adjacent to the two stair cores.</p> <p>During the two weeks from 19th August there are also contractors on site installing caged and timber storage areas in the stair cores and bicycle area and installing bird proofing measures to the lighting columns on the top floor.</p> <p>Huber provided the final building control certificate from the building control consultant on 20th August.</p> <p>There have continued to be issues with unauthorised access and therefore additional temporary hoarding was installed on the ground floor along with the dog patrolled security to prevent further access, anti-social behaviour and vandalism.</p> <p>The public opening is planned for September.</p>
SBC Team and Governance	<p>The appointed QS/Employers Agent for the MSCP from Ian Sayer & Co continues to support the SBC team until the project close out is agreed.</p> <p>The latest progress meeting with Spirit, PDR and the Councils monitoring surveyor from Ward Williams Associates took place on 1st August 2019. Interim site visits continue to take place with SBC's Scheme Manager and Spirits Project Director.</p> <p>Cushman & Wakefield continue to assist with the Managing Agent duties for the Retail Park and the MSCP and are currently developing a Fit Out Guide for the</p>

	<p>tenants for the leisure development.</p> <p>Board meetings, Key Officer Group meetings and Internal Officer Group meetings continue.</p>
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