

Minutes of the Operations Committee Meeting
held (electronically) on Thursday 21st January 2021

Present: Cllr B Jones (Chair), M Chegwen, R Lee,
Cllr S Maitland-Thomas, Cllr J Pratt, C Wesgate

In Attendance: Cllr M Clarke

1. Apologies for absence

None received.

2. Declarations of interest

None.

3. To consider item – John Street Public Conveniences (Cllr B Jones)

Cllr M Clarke provided Members with some background information in relation to John Street Public Conveniences which is as follows:-

Following BCBC decision to close the toilets there was considerable public comment and it was made very clear to Town Council members by residents that the Town Council should reopen and fund them.

Porthcawl Town Council approved funding the reopening of the toilets and that discussions would take place with BCBC regarding freehold CAT of the toilets to the Town Council and funding of repairs and renewals as the condition of the toilets is not what it should be.

Porthcawl Town Council agreed a one year licence to enable the Town Council to have the authority to re-open the toilets which has been done. Council had concerns that as the building is grade II listed they would want to be sure that any proposals that the Town Council might have for refurbishment and layout would be permitted under CADW rules before any commitment to sign the CAT was given.

Recap on progress already made by 2019/2020 Operations Committee and subsequently approved by Council:-

- PTC and BCBC agreed the basis of a CAT and confirmed PTC intention to proceed.
- BCBC agreed to fund and provide for PTC an independent surveyors building condition report.
- The condition report provided by Messrs Ferrier Hart Thomas was provide on behalf of BCBC and which listed circa £70k of repairs required.
- Operations committee commissioned independent third party verification of cost assumptions within the report who confirmed the valuations were reasonable.
- PTC negotiated full cost grant to cover the repairs identified in the FHT

report. BCBC agreed this would be funded by way of £50k from the CAT fund and a further £20k from Town & Community Councils fund -subject to the funding being used for items specified in the FHT report.

- Operations committee commissioned concept drawings for refurbishment and some internal re-modelling. The concept drawing have since been updated to take account of emerging 'Covid' guidance and advice. Council approved the concept drawings
- The building is Grade II listed so Operations Committee secured informal comment from BCBC conservation regarding eligibility of works planned.
- Structural engineer report obtained to advise on issue where front gable has become detached from the main roof.

Resolved to recommend: - Tender for a Project Manager/Agent to oversee all aspects of the John Street Public Conveniences project.

Resolved to recommend: - Instruct Project Manager selected to produce drawings and QC cost estimates to enable Council to make an informed decision on the final plan in terms of design and budget in relation to the John Street Public Conveniences project.

4. To consider item – Griffin Park Toilets Project Progress Report received from RSC Architect (attached)

Committee considered a progress report from the architect and noted the progress being made.

Resolved to recommend: - To note for information.

5. To consider item – Installation Quote in relation to Griffin Park Public Conveniences (held under separate cover on pink)

Cllr M Clarke provided Members with the following progress update for agenda items 5 & 6:-

Project Manager/Agent (Spencer Chiromo) retained via tender process.

Healthmatic Ltd selected via tender process.

Project in four stages:

Stage 1. Complete

Demolition of existing building and provision of alternative arrangements. Local company Cox Demolition selected via tender administered by project manager.

Stage 2 Complete

Investigate and resolve issues with regard to utilities particularly drainage here there was known to be significant concerns. Resolving utility issues was quite a time consuming and complicated process.

Stage 3. In progress

Dig out and install new base plinth integrating all utility services capped and to

a point where the new toilet block can be craned into place and connected up.
Two invoices received in line with budget expectations.
Invoice £31754.00 plus vat in respect of service and slab installation work.
Invoice £18500.00 plus VAT in respect of site and adjacent area finishing off works.

Committee approved both invoices for payment in line with project budget delegated by Council.

Stage 4 Installation and commissioning of toilet block.

This has been built off site by Healthmatic and upon completion of stage 3 the unit will be delivered to site, dropped into place, secured with all service connections and unit fully commissioned.

Porthcawl Town Council to verify satisfaction with all elements of the toilet block and trigger final payment. In public use date by April 2021.

Council is asked to note this report.

Resolved to recommend: To approve payment of the Installation Quote of £31,754.00 as presented.

6. To consider item – Tarmac Quote in relation to Griffin Park Public Conveniences (held under separate cover on pink)

Members were informed that the presented Tarmac quote is within Council's allocated budget.

Resolved to recommend: To approve payment of the Tarmac Quote of £18,500.00 as presented.

7. To consider item – Newton Nottage Road Pedestrian Crossing (as deferred from the Full Council meeting held on 10th December 2020 (Cllr B Jones)

Porthcawl Town Council commissioned highways consultants Miles Transport Ltd (MTL) via a tender process to assist Council in achieving its ambition to make road safety improvements to the area of Newton Nottage Road running from opposite Shortlands through to northern entrance to Ynys Las. The consultant brief was to survey the area and advise Council on the desirability of investing in enhanced pedestrian safety and options available which had a good prospect of being accepted by the BCBC highways authority.

MTL had extensive discussions with BCBC highways engineers and surveyed the area. MTL concluded that there was a need for improvements for the benefit of residents and young people coming from other parts of Porthcawl to use the skate park and play areas of Heol Y Goedwig. That need has since been enhanced following the opening of the new Health Centre which has significantly increased pedestrian movements.

MTL brought forward a range of options from which council agreed a package to take forward.

MTL have since been working on complying with BCBC highways consultation and

other information etc required for them to approve the work.

At its December meeting Council considered the progress being made and a proposed fee structure submitted by MTL going forward. Council concluded that it would like to see a proposal that was more project delivery focused rather than a next steps scenario.

The committee agreed to progress and that the Town Clerk should make contact with MTL to request a plan for completion. The emphasis being on MTD preparing contractor tenders for carrying out the work. The intention being to bring a contractor on board and then for MTL and the contractor to work together to provide best value for the Council.

Resolved to recommend: - That the Clerk contacts Miles White Transport Ltd to secure a proposal in line with the criteria as outlined above in relation to the Newton Nottage Road project.

8. Clerk's Report

Nothing to report.

The meeting concluded at 8.00pm.