



# NEW PUBLIC TOILET

TOWN COUNCIL MEETING

REPORT 3/21

11 JANUARY 2021

The purpose of this Report is record the completion of the tender process for the building of a new public toilet on the Central Car Park

## No. DETAILS

### 1) BACKGROUND

- a) The project and the tender process for it were included on the Agenda of five of the Town Council's 2020 Meetings as follows:
- b) Minute 7/20 of the Meeting off 13 January 2020  
**It was proposed by Councillor James Toogood, seconded by Councillor Jamie Macaulay and unanimously resolved to:**
  - i) agree the detailed drawings as tabled and approve their inclusion as the basis of the required submission for Planning Permission;
  - ii) commission Andrew Hitt to prepare the documentation for a tender process to be prepared and operated by the Assets and Services Working Group.
- c) Minute 16/20 of the Meeting of 10 February  
**It was proposed by Councillor Stephen Cockett seconded by Councillor Jason Mack and unanimously agreed to:**
  - i) formally agree the Tender Process as set out in section 3) of this Report;
  - ii) authorise the Mayor and Clerk to negotiate a more appropriate rent for the land area agreed for the installation of the new public toilet.  
The Report referred to is attached to this Report.
- d) Minute 27/20 of the Meeting of 9 March 2020  
**It was proposed by Councillor Dave Logan, seconded by Councillor Colm Watling and unanimously resolved that:**
  - i) the start date for the build works would be 1 September; and
  - ii) cash, card and contact facilities for charging 20p to use the Toilets would be included.
- e) The Agenda item for the Meeting of 12 October 2020 was for an update and no Resolution was required or requested; Minute 104/20 included the information:  
Councillor James Toogood introduced this item and informed Members that the specifications for the building from the Quantity surveyor would be available by the end of this week.
- f) Minute 122/20 of the Meeting of 14 December 2020  
**It was proposed by Councillor Brian Lucas, seconded by Councillor Stephen Cockett and resolved to:**
  - i) agree the submission of the attached application for Borrowing Approval in a total of ££150,000; and
  - ii) delegate the selection of the contractor to be commissioned for the works to the Town Clerk advised by the Assets and Services Working Group.

### 2) CURRENT POSITION

- a) In accordance with Minute 122/20 of the Meeting of 14 December 2020(ii) the delegated decision was made on 24 December 2020 to appoint D N Norville Ltd as the Town Council's Preferred Contractor for the works as offering the least cost and shortest production cycle of the three tenderers.
- b) The Town Council is not yet in a position to issue an order for the works as Borrowing Approval has yet to be received and there has been no response from the Isle of Wight Council to the Town Council's rejection of the proposed £5,990 charge for the rent of the required four bays in the Central Car Park.



# NEW PUBLIC TOILET

TOWN COUNCIL MEETING

REPORT 10/19

10 FEBRUARY 2020

The purpose of this Report is to ask Members to agree formally approve the Tender process for the building of the planned new Public Toilet in the Central Car Park and consider the proposed rent for the required space.

## NO. DETAILS

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### 1) BACKGROUND

- a) In Minute 7/20 of its meeting of 13 January 2020 the Town Council unanimously resolved to:
    - o agree the detailed drawings as tabled and approve their inclusion as the basis of the required submission for Planning Permission; and
    - o commission Andrew Hitt to prepare the documentation for a tender process to be prepared and operated by the Assets and Services Working Group.
  - b) Discussions with the Isle of Wight Council have also taken place on the location of the Toilet within the Central Car Park and any proposed charge for the use of the required four bays.
  - c) This Report provides an update on each of those developments.
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### 2) PLANNING PERMISSION

- a) The Planning application was submitted on Tuesday 28 January.
  - b) A request has been made to the Planning Department to progress it on a priority basis as a public building and in view of the Town Council's preference for completing the build before the main season.
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### 3) TENDER PROCESS

- a) This section outlines the Tender process recommended by the Assets and Services Working Group in line with Minute 7/20 above for formal Town Council approval.
  - b) The Town Council's Architect, advised by Councillor James Toogood, will develop the specification for the works as soon as it is clear that the Planning Authority has no major concerns with the submitted Application.
  - c) The process will then follow that adopted by the Town Council for the refurbishment of Salisbury Gardens.
  - d) An Invitation to Tender in the form of a letter in the name of the Clerk and the accompanying specification as agreed by the Assets & Services Working Group will be mailed to three Island Companies known to have the capability to complete the work to the required standard and the track record to provide the necessary assurance of that.
  - e) It is proposed to invite tenders, in the provided sealed envelopes, from the following companies: D N Associates Ltd, W H Brading & Sons Ltd and Ingrams Building Contractors
  - f) The mailing will give a deadline for submission of tenders and an invitation for an arranged site visit.
  - g) The tender process will be conducted in accordance with section 11 of the Town Council's current Financial Regulations that requires that all sealed tenders are opened at the same time on the prescribed date by the Clerk in the presence of at least one member of Council.
  - h) The Assets and Services Working Group has asked Councillor Brian Lucas to be the Council Member to accompany the Clerk at the opening.
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### 4) ISLE OF WIGHT COUNCIL

- a) The Isle of Wight Council Officers have been positive and helpful in agreeing the location of the new Toilet and the proposed timescale for the building of it and have proposed a lease to the Town Council of the area of land representing four of the current parking bays.
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- b) However, the proposed charge for the arrangement is an annual cost of £5,800 and a one-off charge for the preparation of the lease of £450.
  - c) There are grounds to challenge the proposed annual rent including the fact that the Town Council is committing the very significant investment of up to £150k to restore a town centre facility – including disabled toilet access - that the Isle of Wight Council removed with its decision to close the Market Street toilet.
  - d) Although Ventnor is designated as a Smaller Regeneration Area in the Island Plan, it has yet to receive either any actual or indication of future benefit from the Regeneration Strategy.
  - e) The presently proposed annual rent for this important contribution to the town's centre, far from being a reflection of the promised partnership working is actually punitive and would require an addition of £2.26 to the Precept in addition to the £3.53 cost of the loan repayment.
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#### **RECOMMENDATION**

Members are recommended to:

- i) formally agree the Tender Process as set out in section 3) of this Report
  - ii) authorise the Mayor and Clerk to negotiate a more appropriate rent for the land area agreed for the installation of the new public toilet.
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