

# **Burgess Hill Town Council Specification**

## **Relating to an Outline Survey, Defects Analysis and Report**

### **Place & Connectivity Programme Phase 1, Burgess Hill**

#### **Preamble to the Specification**

Burgess Hill Town Council wishes to engage a Civil Engineer to undertake a survey of current highways and infrastructure works in Burgess Hill and in particular the area known as Burgess Hill Station and Station Road. These works are being carried out, funded and managed by West Sussex County Council as part of the Place & Community Programme (PCP) within the Mid Sussex Growth Plan.

The PCP design and concept period ran from 2017 – 2020, culminating in public consultation from May – June 2020, held online due to Covid-19 restrictions. A full set of drawings was made available and can be found at [burgesshill.net/transport/sustainable-transport/public-engagement-may-june-2020](https://burgesshill.net/transport/sustainable-transport/public-engagement-may-june-2020).

Following public engagement, some modifications were made to the design and the revised scheme was unveiled in June 2022. Outline drawings under the heading 'Western Gateway and Burgess Hill Station' are available, showing key areas of the works, at [yourvoice.westsussex.gov.uk/bhpcp](https://yourvoice.westsussex.gov.uk/bhpcp).

Work started in the area around Burgess Hill Station and down Station Road on 27<sup>th</sup> June 2022 and has proved to be both unpopular and deeply divisive, particularly with regard to the replacement of a roundabout with a traffic light-controlled system. Please note that this is still a live project and some of the works have not been started (particularly at the Civic Way roundabout) and appropriate signage and markings are yet to be installed.

The objective is to provide Burgess Hill Town Council with a report of issues requiring attention to make the work safe, sustainable and compliant. This report is to be considered by the Council and subsequently forwarded to West Sussex County Council so they and their contractor can execute any necessary corrections to the build.

#### **Fee**

The fee must not exceed a maximum of £10,000 inclusive of all taxes, disbursements and/or additional time or work required.

#### **Insurance**

It is the responsibility of the Civil Engineer to ensure that adequate insurance is in place so as to indemnify the Council from all matters relating to injuries, accidents and damage to persons and property whilst conducting the survey on the stated site.

## **Specification**

### **1.0 Survey**

1.1 To undertake a 'walk-through' survey of the works completed to date (May 2023) from a point in Keymer Road 20 metres south of the existing pedestrian lights (image 1), past the railway station, along Station Road (image 2) to a point in Queen Elizabeth Avenue to the existing pedestrian lights (image 3).

1.2 The distance between the two points is approximately 0.75 mile.

1.3 The survey should capture the following key areas:

At the junction of Station Road, Church Road and Mill Road.

Road markings, signage and phase operation at this traffic light-controlled junction.

Works at the approach to the roundabout at the junction of Station Road, Civic Way, Queen Elizabeth Avenue and McDonald's entrance.

Provision of adequate drainage throughout the works.

### **2.0 Non-compliance**

2.1 Using published drawings and plans, compare with the delivered works to establish if they comply with government legislation and/or guidance.

2.2 Analyse the information obtained and grade the defects in their importance to the safety of the scheme.

2.3 Include quality issues relating to workmanship and materials.

2.4 Identify non-compliance locations on drawings or plans.

2.5 Specifically report on the following matters:

2.5.1 Road width against national standards for this type of urban environment.

2.5.2 Lay-by widths against approved national standards.

2.5.3 The use of concrete pavers throughout the study area as opposed to other construction materials.

2.5.4 Compliance issues in the construction of shared use pathways when compared with government or Sustrans guidance.

### **3.0 Report**

3.1 Provide a report on the survey findings, using photographs, locations or other reference points.

3.2 The report should provide a list of recommendations, cross-referenced to the survey observations.

#### **4.0 Delivery period**

4.1 The survey must be completed and report submitted by 23<sup>rd</sup> June 2023.

4.2 The report is to be delivered electronically,

#### **5.0 Images**

5.1 Keymer Road looking north towards roundabout (known in the town as Hoadley's Corner). This is the starting point of the survey.

5.2 Station Road looking west to junction with Church Road and Mill Road, previously controlled by a flat, painted mini-roundabout.

5.3 Queen Elizabeth Avenue looking west towards London Road. This is the end point of the survey.

**END**

5.1



5.2



5.3

