1. **Purpose of Report**

1.1 To approve the refurbishment project for Broadgate Car Park.

2. **Executive Summary**

2.1 The Council owns the leasehold interest in Broadgate car park.

2.2 The car park requires essential concrete and surfacing repairs in addition to other works to bring the car park up to modern safety standards.

2.3 The costs of the works have been estimated to be £700,000.

3. **Background**

3.1 The Council operates multi-storey car parks at Lucy Tower Street, Thornbridge and Broadgate. Lucy Tower Street and Thornbridge have recently been refurbished to make them fit for purpose as part of the Council’s asset improvement programme.

3.2 The Council leases Broadgate Car Park for a term of 50 years from 29th September 1975 from Arak properties. Broadgate car park generates a significant amount of revenue for the Council of approximately £440,000 per year. This income has generally increased on a yearly basis due to increased usage generated by adjacent development schemes. It is therefore essential that the car park is maintained in good repair and condition to protect the Council’s future income stream.

3.3 Arak Properties have recently served a schedule of dilapidations on the Council requiring certain works to be carried out to maintain the car park in accordance with the lease terms.

3.4 All works specified in the Landlord’s notice have been carried out with the exception of concrete repairs for which a specialist survey was commissioned by the Council. The specialist survey also identified further health and safety works which are necessary to bring the car park up to modern safety standards.

3.5 The recommendations in the survey have now been incorporated into tender documentation in order to obtain detailed quotes.

3.6 The pre-tender budget price for the works is £700,000 including contingency and fees and this will be the budget for the works once tenders are received.
4. **Proposed Works/Timescale**

4.1 The following works will be included in the car park tender:-

i) A number of the car park decks have high chloride readings and therefore it is intended to install deck coatings in these areas with a corrosion inhibitor.

ii) The roof level asphalt is at the end of its serviceable life and requires re-surfacing.

iii) Perimeter and split level pedestrian guarding is inadequate against current standards and improvements are necessary.

iv) Vehicle impact barriers are required to protect vulnerable masonry walls at the south ends of Levels 2 and 4 and the side of the main stair and lift tower on all levels.

v) The structure has a number of concrete defects but, these are not detrimental to the serviceability of the car park. The majority of the defects are in the soffit areas and likely to be caused by chloride ingress penetrating the full depth of the slabs. A programme of concrete repairs is required.

4.2 A detailed specification for the above works has been prepared by the Council's retained consultants Pick Everard working to a budget price of £700,000.

4.3 The indicative timescale for the project (subject to tenders being received) is outlined below:-

- Tendering to 1st March 2015
- Start on site 1st April 2015
- Proposed Completion Date 1st October 2015

4.4 The proposed works will take place at a busy time for Lincoln with the commencement by Lincolnshire County Council of the East West link/Canwick Hill works. The car park will therefore be kept open during the works to minimise disruption to Lincoln residents and business users. A communications plan has been developed to ensure all parties are kept informed of progress and availability.

4.5 Keeping the car park open presents additional health and safety risks however, a detailed safety plan will be agreed with the appointed CDM co-ordinator and monitored throughout the project to ensure the safety of vehicles and pedestrians.

4.6 Taking into consideration experience gained from previous car park projects and in particular Lucy Tower where the extent of repairs substantially increased during the project, a decision was made at the outset of the Broadgate project to employ a specialist car park employers agent/structural engineer to minimise unforeseen risks. Testing of the structure has also taken place to make a full assessment of the structural condition of the car park. In order to minimise risk further the tender list has been compiled using companies listed on NCP’s framework, to ensure that contractors are suitably qualified and experienced to carry out the works.

5. **Strategic Priorities**

5.1 The Council’s property assets, particularly its car parks, play a key role in achieving
the Council’s Strategic Priorities. Operationally they are well used by Lincoln residents and business customers and are a key facility to the central area. It is therefore essential that the Council maintains and improves the car parks to support the delivery of services and achievement of the Strategic Priorities.

6. **Organisational Impacts**

6.1 **Finance**

6.1.1 The capital budget required for the car park improvement scheme is £700,000 in 2015/16. The works will commence in April 2015 and are expected to be completed within the financial year. The scheme will be funded from direct revenue financing (DRF), from the asset improvement works set aside for essential works required to the Council's assets. The works are essential at this stage to avoid significantly higher future repair costs.

6.1.2 There will be a degree of lost income during the works because areas of the car park will be unavailable for use by customers, this will be monitoring through the Council’s budget monitoring arrangements.

6.2 **Legal Implications including Procurement Rules**

6.2.1 The Council has appointed Pick Everards as employer’s agent for the project working with specialist structural engineers Blue Sky consultants. Both consultants have extensive knowledge of car parking projects throughout England and regularly work with NCP.

6.2.2 A procurement options report has been carried out to look at the best way of procuring the contract. In this case, due to the specialist nature of the car park repairs it was recommended that a traditional contract should be adopted to maintain control of the specification and keep a tight control on quantities to control the final cost. The traditional method was considered against the design and build fixed cost approach.

6.2.3 The Council is under a contractual obligation to maintain the car park in good condition in accordance with the lease terms. If the Council do not carry out the works then the landlord could take enforcement action which could ultimately lead to repossession.

6.3 **Equality, Diversity & Human Rights**

6.3.1 An Equality Assessment has been undertaken, and is attached as at Appendix A, this analysis concludes that there is no overall impact of the proposed, subject to the necessary accessibility checks to be undertaken during the period of the works.

7. **Risk Implications**

7.1 (i) **Options Explored**

7.1.1 The Council is under a legal obligation to carry out the works under the terms of the current lease within a reasonable timescale. If the works are not carried out then the Landlord could take forfeiture proceedings or carry out the works themselves
and recharge the Council.

7.2 (ii) Key risks associated with the preferred approach

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<thead>
<tr>
<th>Risk</th>
<th>Likelihood</th>
<th>Impact</th>
<th>Action</th>
</tr>
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<tbody>
<tr>
<td>Cost increase</td>
<td>Low</td>
<td>High</td>
<td>Detailed specification prepared by specialist consultants.  Adamant control will be undertaken by Pick Everard.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Contractors will be taken from NCP’s approved list through Pick Everard.  Full procurement review to choose the best method of building contract.</td>
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<tr>
<td>Adverse Publicity</td>
<td>High</td>
<td>Medium</td>
<td>At the start of the project press communication plan to be agreed to communicate working arrangements.</td>
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<td></td>
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<td>Progress to be updated on the Council’s website.</td>
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<tr>
<td>Health and Safety</td>
<td>Medium</td>
<td>High</td>
<td>Detailed risk assessment and method statement agreed prior to commencing works.</td>
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<td></td>
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<td>Full public access plan will be agreed at the start of the process.</td>
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<tr>
<td>Time slippage</td>
<td>Low</td>
<td>High</td>
<td>Realistic project plan adopted</td>
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<tr>
<td>Disturbance to adjacent occupiers</td>
<td>Medium</td>
<td>Medium</td>
<td>Site manager to update at regular intervals.</td>
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8. Recommendation

8.1 It is recommended that Executive approves the budget for Broadgate Car Park repair works and its inclusion in the General Investment Programme for 2015/16.

Is this a key decision? No

Do the exempt information categories apply? No

Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply? No
How many appendices does the report contain?

List of Background Papers: None.

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