

Title:	Multi Storey Car Park Refurbishment
Portfolio holders:	Councillor Graham Payne - Leader
Reporting officer:	Ian Gallin (Corporate Director) John Follows (Property and Commercial Services Manager)
Key Decision:	Yes

Purpose

The purpose of this report is to:

- Update Cabinet on progress with this project.
- Consider the evaluation of the tenders for the intermediate works to be carried out and agree arrangements for the appointment of a contractor.
- Delegate authority to evaluate the consultation response to the publication of a temporary car parking order for the Bowyers site and to make the final order.

Background

The multi storey car park project:

- Was approved by Cabinet in November 2007.
- Has £450,000 of funding set aside
- Revised final tenders were received on 20 March 2008.
- Off street parking surveys were commissioned and results are being evaluated.
- Cabinet agreed the scope and phasing of the works in March, based on the intermediate scheme.

Since March 2008

RTA Associates have been appointed to carry out the off-street surveys of all car parks in Trowbridge. This work has now been completed and the data is currently being analysed to establish the capacity in existing Council car parks to accommodate cars displaced from the multi storey during the works. The results of the surveys will be reported at the Cabinet meeting.

King Sturge have begun discussion with Bowyers about heads of terms to lease their staff car park for temporary use for a period of up to six months. Bowyers solicitors will draft a lease based on the agreed heads of terms. At this point this site and the agreement are subject to contract.

In order to use the temporary car park and control its use it will be necessary to introduce a car parking order on the site. The necessary paperwork has been drafted and advertisements will be placed in the local press.

Tenders for the refurbishment works have been received and evaluated. Two bidders were interviewed to clarify their proposals and these clarifications are being assessed. The works will be commissioned within the agreed budget. The Property and Commercial Services Manager will select the contractor on the basis of affordability, programme and experience.

Risk Assessment Implications

This is a complex project with financial and reputational risks for the Council.

- A detailed off street survey has been carried out to determine current capacity during the week and at the weekend to ensure we provide adequate cover for the loss of spaces during the project.
- Work with Wiltshire County Council has commenced to ensure appropriate signage is put up to direct drivers to the temporary car park.
- Legal advice has been taken to minimise any risk associated with obtaining an order on the use of the temporary car park at Bowyers
- A clear communication plan will be drawn up to ensure that the public and members are kept fully updated with the details of the project, where members of the public will be affected.
- The contract for the works will need to be managed effectively to ensure budget and programme are met. The survey work carried out in advance of issuing the tender documents minimises this risk.
- Additional parking difficulties could be experienced if the multi storey is not completed before the closure of Court Street car park in August 08. The provision of temporary parking will minimise this risk.

Financial and Performance Implications

In order to effectively manage the temporary car park it will be necessary to introduce charging. The first three hours will be free however after that charges similar to those elsewhere in the town will apply.

The final proposals of the tenderers are currently being evaluated to establish affordability and value for money.

Legal and human rights implications

Car parking orders on the temporary site need to be made after a consultation period in accordance with the correct process. A covenant on the multi storey car park places a restriction which states that the car park must remain open at all times. Agents for the owners have been contacted regarding the refurbishment plans and recognise the benefits to the shopping centre from the improvement works.

Next Steps

The next steps will be to:

- Agree the head of terms with Bowyers and complete a lease for the site.
- Commence the legal process to obtain a car parking order for the Bowyers car park.
- Appoint a contractor to undertake the refurbishment works.
- Prepare and implement a robust communications plan.
- Agree and order the required signage with Wiltshire County Council.
- Agree the final capital and revenue funding arrangements for the project.

Recommendations

Cabinet is recommended to:

- Note the progress of the project
- Approve the arrangements for the appointment of a contractor
- Agree the car park charges as indicated
- Delegate authority to the Corporate Director (IG) in consultation with the Portfolio Holder to evaluate the consultation responses following an order being advertised and to make the final order.

Statement of reason for key decision	Impact on the Community and the Council's budgets.
Options considered and rejected	See options in Cabinet report 5 March 2008
Date of implementation	5 days after the publication of the meeting minutes

Background papers

Background papers are available in Property and Commercial Services Office G38.