

CABINET

8 FEBRUARY 2012

CAR PARKS MAJOR WORKS PROGRAMME

REPORT OF HEAD OF ACCESS AND INFRASTRUCTURE

Contact Officer: Andy Hickman and Richard Hein Tel No: 01962 848105

RECENT REFERENCES:

[CAB 1627](#) Car Parks Capital programme -13 February 2008

[CAB 1789](#) Car Parks Capital programme - 4 February 2009

[CAB 1968](#) Car Parks Major Works Programme - 3 February 2010

[CAB 2137](#) Car Parks Major Works Programme -16 March 2011

EXECUTIVE SUMMARY:

This report sets out details of the proposed Car Parks Major Works Programme for 2012/13 and an indicative programme for 2013/14. It updates the programme approved by Cabinet in March 2011, and identifies the need for budget to be carried forward for schemes not yet undertaken. The Major Works Programme covers both capital and revenue expenditure.

RECOMMENDATIONS:

- 1 That approval be given to reduce the 2011/12 Car Parks Major Works Programme expenditure budgets by a total of £127,000 (£78,000 Revenue and £49,000 Capital) to allow for the wider proposed programme for 2012/13.

- 2 That the Car Parks Major Works Programme for 2012/13 as outlined in Appendix 1 be approved in accordance with Financial Procedure Rule 6.4 (authority to incur capital expenditure) and that the indicative programme for 2013/14 is noted as a basis for planning and preparing future works.
- 3 That the Head of Access and Infrastructure be given delegated authority to make minor adjustments to the programme, in order to meet maintenance and operational needs of the District's car parks throughout the year as required, in consultation with the Heads of Estates and Finance and the Portfolio Holder for Environment and Transport.
- 4 That delegated authority be given to the Head of Access and Infrastructure (in consultation with the Head of Finance and the Portfolio Holder for Environment and Transport) to:-
 - a) Set in place a project to install the Cale web reporting tool on all Cale Briparc pay and display machines and to replace 10 of the older pay and display machines. That a direction be made under Contract Procedure Rule 3.3 (a) to authorise the contract to be placed with Cale Briparc for the reasons set out in paragraph 1.9 of the Report.
 - b) Remove some under utilised on-street pay and display machines and replace them with a pay by phone payment system as set out in this para 1.12 of the report.
- 5 That delegated authority be given to the Head of Estates (in consultation with the Head of Finance and the Portfolio Holder for Environment and Transport) to:-
 - a) Seek tenders for the refurbishment of both lift cars and equipment in Chesil Street multi story car park, in line with the Council's approved Asset Management Plan. Following completion of the works to add the lifts to the recently tendered lift maintenance contract.
- 6 That a report on the programme be submitted on an annual basis setting out progress and recommending future priorities.

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CAR PARKS MAJOR WORKS PROGRAMME

REPORT OF HEAD OF ACCESS AND INFRASTRUCTURE

DETAIL:

1 Introduction

- 1.1 The Car Parks Major Works Programme sets out spending plans for 2012/13 incorporating both capital and revenue costs. It consists of a variety of works including equipment refurbishing and replacement, car park resurfacing and improvements, lighting improvements and health and safety issues.
- 1.2 This report sets out a proposed programme of expenditure for 2012/13 and an indicative programme for 2013/14. For 2012/13 the total proposed expenditure amounts to £283,000, of which £219,000 is forecast to be classified as capital expenditure and £64,000 as revenue expenditure. The Car Parks Property Maintenance Earmarked Reserve is used to fund both capital and revenue expenditure.
- 1.3 The programme set out in the Appendix reflects the current needs and priorities in terms of health and safety and general maintenance and equipment replacement reflecting the Council's strategy for asset management.
- 1.4 The 2011/12 programme was approved by Cabinet in March 2011, updated details of the various schemes are listed below.
 - Some replacement and improvements to lighting systems have been made in various locations.
 - 6 new payment machines have been replaced (in Alresford, Bishop's Waltham and central Winchester which include Cale web remote reporting).
 - The expansion joints on the top deck of Chesil Street multi-storey car park have been resealed.
 - A deep clean and re-marking of lines in The Brooks multi-storey car park is currently taking place.
 - Annual conditional surveys have taken place on multi-storey car park structures to ensure that they are safe for customer use and conform to

health and safety requirements (some remedial works were instructed in Friarsgate from these surveys).

- A significant amount of car park patching and remarking has taken place in many car parks.
- A number of car parks signs have been upgraded or replaced for clarity of the users of car parks.
- The electrical distribution boards have been replaced in Tower Street multi-storey car park.
- Repair work has been completed to the Jewry Street car park flint boundary wall following some damage caused during construction at the Discovery Centre, this money has been reclaimed.
- Some work is being undertaken in Basingwell car park Bishop's Waltham to repair damaged brick walls.
- Some resurfacing and repair work has been undertaken at the Coach Park in Winchester.
- A new digital radio system has been installed and is now operational.

1.5 Other works have been completed or are in the process for completion during 2012 include:-

- Procurement and installation of a new pay on foot payment and barrier systems for Middle Brook Street and The Brooks multi-storey car parks.
- Procurement of a replacement pay by phone provider and extension of the scheme.
- Procurement of cash collection services.
- Procurement of a new CCTV monitoring contract.
- Completion of the new CCTV control room and system replacement project.

1.6 It is expected the Car Parks Major Works Programme will be underspent in 2011/12 as a result of some work not being undertaken, including resurfacing of the Guildhall Yard car park and Wickham Square environmental enhancements where partnership funding has been withdrawn and the scheme needs to be reconsidered. It is requested that approval be given to reduce 2011/12 budgets by a total of £127,000 to allow for a wider programme of works in 2012/13.

- 1.7 There is an ongoing requirement to maintain and improve car parks throughout the District. There are 32 car parks across the District for which the City Council's parking service is responsible for inspections, maintenance and major repairs including a legal obligation to maintain structures in a safe condition. This includes four multi-storey car parks which require annual inspection of the building fabric, surfaces and lighting. Lifts should also be inspected and maintained through a contractual arrangement.
- 1.8 The lifts at Chesil multi-storey car park are approximately 25 years old and have never undergone a major refurbishment or been replaced, this is beyond the normal operating life of a lift. These lifts are becoming increasingly unreliable which leads to less than satisfactory customer service. Therefore these lifts need to be refurbished as a matter of urgency. Based on current works being undertaken on lifts in Winnall by Property Services, a cost for refurbishment of the lifts during 2012/13 has been included within the programme. This project would be undertaken through the Estates Team who have responsibility through the Councils Asset Management Plan for the maintenance of corporate property.
- 1.9 Cabinet have previously agreed that all pay machines should be replaced over the next 2-8 years ((CAB 2137) at a cost of £20,000 per annum. Due to reduced staff resource and the need to be more efficient and protect income it is proposed to accelerate this programme to complete sooner. During this financial year it is proposed to install the Cale web remote reporting facility within all machines except for the machines in Upper Brook Street and Friarsgate car parks. Cale web reporting was introduced on 6 machines as a trial when they were replaced as part of the 2011/12 Car Parks Major Works Programme. The cost of a replacement top to a Cale Briparc machine including Cale web reporting is approximately £2,125 per machine. In the case of the majority of machines only the head will need to be replaced. Cale web will need to be fitted to 44 pay and display machines at a cost of £21,000 and in addition it is hoped to replace 10 of the existing pay and display machines heads this year. To carry out the fitting of Cale web to all these machines and to replace 10 of the machine heads this year will be at a cost of £45,000. The remainder of any machines will be replaced over the next 2 years. The Cale programme will report back via a modem connection any machines which are not working correctly so they can be repaired in a timely fashion. Newer machines will also provide greater reliability and enable parking staff to produce more comprehensive reporting data. This includes user statistics for future financial reporting without staff having to visit each location and carry out a manual download. It will help with forecasting and estimating of parking income as well as enabling remote and early identification of machine faults. This system is currently in use at Test Valley and the joint Head of IMT for both Councils is familiar with this technology and supports its introduction. A departure from Rule 3.3 (a) is requested for this project. These machines are produced and supplied by Cale Briparc and only software programme produced and supported by this company can be added to the machines themselves.

- 1.10 The Guildhall Yard car park needs to be resurfaced during 2012/13. Due to various works over a number of years the surface is in need of repair. This car park although used for operational purposes during the week is also a public car park at weekends.
- 1.11 As previously agreed following a successful trial, a procurement exercise is being undertaken to enter into a contract with a provider to supply pay by phone parking for the Council. Use of pay by phone to make parking payments continues to increase. A company will be appointed in early 2012 and an extension of the scheme will take place. Between 1 January 2011 and 31 December 2011 income through pay by phone parking amounted to around £350,000 net, (76631 transactions). Pay by phone provides a wider payment choice to the customer, and it is anticipated will allow for greater efficiencies within the new cash collection contract currently being procured. The number of collections needed to be undertaken by the selected company is forecast to be reduced, with an additional variance to be inserted into the contract allowing for collections to be further reduced as appropriate. The Traffic Regulations Orders for on street parking already allow for the purchase of parking time by e ticket only and therefore no change in Traffic Regulation Orders will be required.
- 1.12 Following an assessment of car parking income it has been found that some pay and display machines cost more to operate than they generate in income. Therefore it is proposed to remove 2 pay and display machines in Wales Street and one in Water Lane and replace these with a pay by phone payment system only. This will make a further saving on the cost of cash collection; servicing of machines; and electricity costs and will mean that these machines will not have to be replaced in future years at a capital cost of approximately £3,500 per machine. Between April 2011 and December 2011 only £260 was collected from these machines. Collection costs alone amounted to approximately £348. Further recommendations on this subject may be brought back to Cabinet for consideration in the future.
- 1.13 Other schemes are included within the programme which maintain the structures and surfaces of car parks throughout the District and maintain user satisfaction levels.
- 1.14 A proposed programme for 2012/13 and an indicative programme for 2013/14 are set out in Appendix 1.

OTHER CONSIDERATIONS:

2 SUSTAINABLE COMMUNITY STRATEGY AND CHANGE PLANS (RELEVANCE TO):

- 2.1 The proposed programme reflects the need to maintain the Council's assets in good condition, particularly in relation to health and safety, personal safety

requirements and protecting against reputational damage. This contributes to the corporate objective of being an efficient and effective council.

- 2.2 Providing well presented and maintained car parks and associated facilities is important in sustaining a successful and vibrant local economy, in keeping with the Community Strategy outcome of a prosperous economy. Ensuring that car park users feel safe also contributes to the Council's active communities outcome, and the Change Plan which seeks to reduce the fear of crime among residents.

3 RESOURCE IMPLICATIONS:

- 3.1 The Car Parks Major Repairs Programme is supported by a General Fund Revenue Earmarked Reserve. In February 2011, as part of the 2011/12 budget setting, Cabinet approved annual revenue contributions of £205,000 in 2011/12 and £180,000 per annum thereafter in order to support the recurring requirement for major car park works.

<u>Car Parks Property Maintenance Earmarked Reserve</u>			
	2011/12 £000	2012/13 £000	2013/14 £000
Opening Balance	136	212	109
<i>Plus</i> Annual Revenue Contribution	205	180	180
<i>Balance before Releases</i>	<i>341</i>	<i>392</i>	<i>289</i>
<u>Existing Budgets:</u>			
Capital Expenditure	106	156	162
Revenue Expenditure	150	0	0
	256	156	162
<u>Updated Programme of Works:</u>			
Capital Expenditure	57	219	80
Revenue Expenditure	72	64	82
<i>Release from Reserves</i>	<i>129</i>	<i>283</i>	<i>162</i>
Forecast Closing Balance	212	109	127

- 3.2 It is considered that a programme of £283,000 (£219,000 Capital, £64,000 Revenue) is required in 2012/13 to address the issues set out in this report and to ensure that the City Council's public car parks are maintained to a good standard. The table set out in Appendix 1 includes some schemes to be moved from 2011/12 to 2012/13. Also shown in Appendix 1 are the indicative requirements for 2013/14 of £162,000 in total (£80,000 Capital, £82,000 Revenue).

3.3 Any procurement decisions will be made in accordance with the Contract Procedure Rules, and if Member input is required the decision will be taken under the Portfolio Holder decision making process.

3.4 The City Council's Access and Infrastructure Division will be responsible for design and supervision of works with Estates undertaking work on lift procurement.

4 RISK MANAGEMENT ISSUES

4.1 The programme outlined in the appendix to this report will ensure that car parks and their infrastructure are kept in good order thus reducing any inherent risks.

BACKGROUND DOCUMENTS:

Car park condition surveys

APPENDICES:

Draft Programme

Appendix 1

PROPOSED CAR PARKS MAJOR REPAIRS PROGRAMME 2012/13

CAR PARK/ITEM	PROJECT	Capital £000	Revenue £000	TOTAL £000
<u>2012/13</u>				
Installation of Cale Web reporting tool and car park machine replacement programme	Retrofit Cale Web onto 44 pay machines and replace 10 old Cale machines	45		45
Chesil Street MSCP Winchester	Refurbishment of both lifts	100		100
Lighting improvements including Jewry Street and Harestock car parks	Lighting replacement and upgrades	34		34
Guildhall Yard	Dig out and replace existing surface	40		40
Multi-storey Car parks Winchester	Annual condition surveys		3	3
Car park surface repairs at Durngate, Friarsgate, Middle Brook Street, Chesil MSCP, Upper Brook St , Wickham, Bishops Waltham	Surface repairs and painting		39	39
Bishops Waltham	Additional car parking feasibility study		2	2
Bishops Waltham	Repairs to car park walls		10	10
Various car parks	Improvements and replacement of signs and include additional information about available ticket types and distance to town centre		10	10
TOTAL PROPOSED PROGRAMME				219 64 283

Appendix 1 (cont.)**PROPOSED CAR PARKS MAJOR REPAIRS INDICATIVE PROGRAMME 2013/14**

CAR PARK/ITEM	PROJECT	Capital £000	Revenue £000	TOTAL £000
<u>2013/14</u>				
Car Parks annual machine replacement programme	Annual programme of replacement of pay machines	20		20
Multi Story Car Parks, Winchester	Annual condition surveys		3	3
Car Park surface repairs and painting works including, Denmead, Middlebrook st,Durgate,St Peters, Tower st, Worthy lane and Cattle Market, and Chesil MSCP	To carry out surface repairs and painting works.and replacement of drainpipe system at Chesil MSCP		69	69
St Catherines park and ride car park and Gladstone St	Refurbishment of bus shelters and bikeability storage shelters	40		40
Various car parks signs	Replacement and improvements to car park signs to provide information to customers		10	10
Lighting improvements in various car parks	Lighting replacements and upgrades	20		20
TOTAL		80	82	162