

CABINET

12 FEBRUARY 2014

CAR PARKS MAJOR REPAIRS PROGRAMME

REPORT OF ASSISTANT DIRECTOR (ENVIRONMENT AND
NEIGHBOURHOODS)

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RECENT REFERENCES:

CAB 1968 Car Parks Major Works Programme - 3rd February 2010

CAB 2137 Car Parks Major Works Programme - 16th March 2011

CAB 2285 Car Parks Major Works Programme – 8th February 2012

CAB 2450 Car Parks Major Works Programme – 13th February 2013.

EXECUTIVE SUMMARY:

This report sets out details of the proposed car parks major repairs programme for 2014/15 and an indicative programme for 2015/16. It updates the programme approved by Cabinet in February 2013. The major works programme covers both capital and revenue expenditure.

RECOMMENDATIONS:

- 1 That, subject to Council approval of the Capital Programme, authority to incur capital expenditure of up to £186,000 is requested in accordance with Financial Procedure Rule 6.4 in order to support the Car Parks Major Works Programme for 2014/15 (excluding the Wickham and Bishops Waltham schemes which are included for indicative purposes and subject to further approval) as outlined in Appendix 1 and that the indicative programme for 2015/16 is noted as a basis for planning and preparing future works.
- 2 That the Assistant Director (Environment and Neighbourhoods) 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 Head of Estates and the Portfolio Holder for Neighbourhoods and Environment.
- 3 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 REPAIRS PROGRAMME

DETAIL:

1 Introduction

- 1.1 The car parks major repairs programme sets out the spending plans for 2014/15 incorporating both capital and revenue costs. It consists of a variety of works including building refurbishment and maintenance and equipment replacement, car park resurfacing or extension and improvements and issues relating to health and safety.
- 1.2 The City Council's newly approved parking strategy includes key principles and actions some of which will be implemented through the car parks major repairs programme. The investigation being undertaken at Bishops Waltham and Wickham to provide additional car parking capacity, as set out below, is an important element of the parking strategy. Other aspects will be addressed through the on going annual review of car parking charges particularly in relation to reinforcing the 3 ring approach to parking provision in Winchester Town. This includes some marketing and promotional work being undertaken this year in conjunction with Winchester Business Improvement District. A review of on-street directional signing will also be undertaken as set out below. A further specific action will be to review coach parking provision and drop of within Winchester Town in conjunction with stakeholders during 2014/15 and seeking to develop and implement potential schemes during the following year. A review of the park and ride scheme is also underway to look at contractual and operational aspects of the scheme.
- 1.3 The programme set out in this report includes expenditure proposals for 2014/15 and an indicative programme for 2015/16. For 2014/15 the total proposed programme amounts to £396,000 of which £326,000 is classified as capital expenditure and £70,000 as revenue expenditure. The Car Parks Property Maintenance Earmarked Reserve is used to fund both capital and revenue expenditure.
- 1.4 The programme set out in Appendix 1 reflects the current needs and priorities in terms of efficiency, health and safety and general maintenance and equipment replacement reflecting the Council's strategy for asset management.

- 1.5 The 2013/14 programme was approved by Cabinet in February 2013, updated details of the various scheme are listed below.
- 6 additional CCTV cameras are currently being installed, 4 at River Park leisure centre, 1 at St Peters car park and 1 at the top open deck of Chesil St Multi story car park. The Council retained all of its Parkmark Safer parking awards during 2013/14 and 2 new car parks Crowder Terrace and Arlebury Park gained the award during the year making a total of 20.
 - Some works have been undertaken at Chesil Street multi story car park including : partial replacement of the drainage system; replacement of some damaged internal fire doors and extensive painting being undertaken using community Additional improvements have also been made to internal signage in response to customer suggestions. A number of further actions have been recommended in the annual Condition Survey reports and the most urgent of these will be undertaken within the next 12 months with the remainder following on over the next 2-5 years.
 - Annual condition surveys have been carried out for Chesil, Friarsgate and Tower Street multi-storey car parks.
 - All parking enforcement staff have been issued with video badges which can be used to record incidences where their personal safety is of concern.
 - Maintenance work including lining and surface repairs have been carried out in a number of car parks including Friarsgate, Cattle market, Upper Brook Street, Basingwell, and Wickham Square
 - Pay by phone parking was introduced at all of the Council's Park and Ride sites, nearly 114,000 pay by phone transactions took place last year.
 - The replacement of the air quality management system in the Brooks car park has not taken place during the last year. The project has been delayed pending considerations over the viability of the works.
- 1.6 There is an on going 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 4 multi story car parks which require annual inspection of the building fabric, surface, lighting systems and ventilation systems if applicable. The programmes set out in the Appendix of this report reflect the needs of the parking service and car park repairs/ improvements over the next 2 years. The more significant ones are commented on below.

- 1.7 The Councils civil enforcement officers (CEOs) use hand held computer terminals (HHCT) to record details of penalty charge notices issued during their patrols. These also allow for auditable records to be produced for areas patrolled as well as for recording any defects to street furniture, signs or maintenance issues. The devices currently in use were purchased in 2008, and due to their age they are now subject to breakdowns and are becoming difficult to maintain. The role of the CEO has also been expanded over recent years and as a result they are now required to carry, in addition to their HHCTs, a printer, a camera, a mobile phone to check for pay by phone as well as a personal radio. It is proposed that the Council invest in new hardware which would incorporate a camera, and be able to interact with our pay by phone for parking suppliers. Tests are currently being undertaken on a number of different models and it is hoped to replace existing HHCTs in the near future.
- 1.8 The provision of additional parking provision in Wickham to meet the needs of the village has been explored extensively over the last 12 months in discussion with the Parish Council, Portfolio Holders and Ward Councillors. Parking in Wickham Square is at capacity on most days of the week and additional space needs to be provided elsewhere for those who work in the Square to free up space for visitors and shoppers. After thorough consideration it was concluded that the only feasible location for additional parking is an extension to the existing car park at Wickham Station on City Council owned land. This would provide an additional 40 car parking spaces. Further work is required to inform a planning application submission which is planned for the spring. Based on preliminary proposals the likely cost of providing these additional car parking spaces is around £100,000. There is potential to secure a contribution of around £10,000 from Hampshire County Council, subject to approval, to improve access to the countryside and rights of way in the area. This is relatively expensive in relation to the number of spaces that would be provided but this is due to the specific site requirements which require a specialist surfacing material which is porous and will not impact on tree roots together with the need to provide adequate lighting. Further details will be submitted to Cabinet to approve release of expenditure.
- 1.9 In conjunction with Bishops Waltham Parish Council, work has been undertaken to identify areas where additional parking could be provided to meet the needs of the village. The most viable site identified was Jubilee Hall. A scheme for a new wellbeing centre is being developed by the Parish Council and a Trust on land which is adjacent to Jubilee Hall. This will include additional car parking. A planning application is currently being prepared for the Wellbeing Centre for submission to the City Council which will include around 70 additional car parking spaces making a total of 120 standard and 4 disabled persons parking spaces. It is proposed that the City Council contribute towards the cost of providing this parking provision which is in excess of the needs of the wellbeing centre and that these additional parking spaces will be used for public car parking. A management plan is being drawn up between the City and Parish Council to set out how new

parking spaces will be managed, but the intention is to locate season ticket holders here to free up space in the villages other public car parks for shoppers and visitors.

- 1.10 Following a trial of low energy lighting fixtures in Chesil street multi story car park, it is requested that a budgetary figure of £51,000 be authorised to be released from the car parks earmarked reserve to replace the current lighting on floors 1-8 with new LED fittings. Details of the proposal are included in Appendix 2 to this report but would produce annual revenue savings and offer after the initial payback period of 3.77 years produce a saving on future energy costs, and be energy efficient.
- 1.11 As part of the Council's Parking Strategy, work will be undertaken during 2014/15 to review the car park signage on the approaches to Winchester.
- 1.12 A sum has been included in the indicative programme for 2015/16 for procurement of a software package to store and provide a map base system for Traffic Regulation Orders. This will enable more accurate, auditable and user friendly recording to enable enforcement of TRO's and save significant staff time. The basic costs for the software would be around £22,000 plus user licences and around £3,000 p.a .maintenance fees. Training and other hardware fees for the first year would amount to a further £6,000,

OTHER CONSIDERATIONS:

2 COMMUNITY STRATEGY AND PORTFOLIO 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, improve parking provision for customers and protect 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.

3 RESOURCE IMPLICATIONS:

- 3.1 The car parks Major Works Programme is supported by a General Fund Revenue Earmarked Reserve.

<u>Car Parks Property Maintenance Earmarked Reserve</u>			
	2013/14	2014/15	2015/16
	£000	£000	£000
Opening Balance	550	583	377
Annual Revenue Contribution	180	180	180
<u>Existing Budgets:</u>			
Capital Expenditure	254	120	180
Revenue Expenditure	53	60	0
	307	180	180
<u>Updated Programme of Works:</u>			
Capital Expenditure:	94	326	92
Revenue Expenditure	53	70	88
	147	396	180
<u>External Funding</u>		(10)	
Forecast Closing Balance	583	377	377

- 3.2 It is considered that a programme of £396,000 (326,000 capital, £70,000 revenue) is required in 2014/15 to address the issues set out in this report and to ensure the City Council's public car parks are maintained to a good standard. The table set out in Appendix 1 shows the schemes for 2014/15 also shown are the indicative requirements for 2015/16 of £180,000 (£92,000 capital and £88,000 revenue)
- 3.3 Revenue Savings of £13,379 per annum, starting from 2015/16 at the latest, are anticipated in relation to the Chesil MSCP LED Lighting project within the 2014/15 programme and detailed in Appendix 2. The payback period in relation to this scheme is estimated to be below four years, with the lights having a life expectancy of around six years.
- 3.4 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.
- 3.5 The City Council's Parking Team will work with colleagues from our Estates Team and Major Project's Team in delivery of this programme of works.

4 RISK MANAGEMENT ISSUES

- 4.1 The programme outlined in Appendix 1 to this report will ensure that car parks and their infrastructure are kept in good order thus reducing any inherent risks.

BACKGROUND DOCUMENTS:

None

APPENDICES:

Appendix 1 Draft Programme.

Appendix 2 Details of proposed lighting replacement.

PROPOSED CAR PARKS MAJOR REPAIRS PROGRAMME 2014/15 & INDICATIVE 2015/16

CAR PARK/ITEM	PROJECT	Capital £	Revenue £	TOTAL £
2014/15				
Hand Held ticketing terminals and printers	Replacement of the current units to include ability to interact with pay by phone systems	60,000		60,000
Various car parks	Surface repairs and remarking		10,000	10,000
Multi story car parks	Annual condition surveys and works		20,000	20,000
Various car parks	Replacement programme for signs		10,000	10,000
Wickham	Possible additional parking provision at Wickham Station	110,000		110,000
Bishops Waltham	Possible additional parking provision at Jubilee Hall, WCC contribution	30,000		30,000
C/F from 13/14 The Brooks car park	Replacement of air quality management system	75,000		75,000
Chesil MSCP ongoing works	Drainage, painting work and work identified through conditions surveys from CAB 2450 C/F		30,000	30,000
Chesil MSCP LED lighting	Project to install energy efficient lighting funded by the car parks earmarked reserve fund	51,000		51,000
TOTAL PROGRAMME		326,000	70,000	396,000

CAR PARK/ITEM	PROJECT	Capital £	Revenue £	TOTAL £
2015/16				
ParkMap	Purchase and population of the ParkMap TRO mapping system	22,000	38,000	60,000
Car park signs	Undertake improvement works from surveys undertaken in 2014/15	20,000		20,000
Various car parks	Improvements/replacement signs		10,000	10,000
Brooks and Middlebrook st car parks	ANPR at car park exists	20,000		20,000
Various car parks	Structural condition survey and associated works		20,000	20,000
Various car parks	Resurfacing and patching works and line replacement		20,000	20,000
Replacement of parking machines	Car park annual machine replacement programme	30,000		30,000
TOTAL PROGRAMME		92,000	88,000	180,000

Following a trial of low energy lighting fixtures in Chesil street multi story car park, a full roll out is recommended to replace the current lighting on floors 1-8 with new LED fittings.

The proposed fittings are produced by a company called Trilux and are the most suitable out of seven low energy options which have been considered, this is because the Trilux Nextrema 6,000 most closely mirrors out current lighting levels, has the greatest life expectancy and offers best value for money. Current lighting levels in the car park meet the British Standards and the Chartered Institution of Building Services Engineers (CIBSE) recommended minimum light levels for uniformity (lowest light level divided by average light levels) in some, not all areas of the car park, CIBSE recommend that if uniformity drops below 0.4 then the average light levels should be above 75 lux. The current lighting levels exceed the average recommendations by 15%. Whilst the proposed lighting scheme does not meet the uniformity levels provided by the current lighting scheme the average light levels across the car park would be significantly increased. The average light levels would surpass the CIBSE recommendation by 25%. In the opinion of an independent lighting design consultant that the proposed lighting system offers an improvement on the current system, it is also in the opinion of Simon Bottom the crime prevention design advisor for the Winchester area that the overall improvement would counteract any drop in uniformity. During various trials a small area of ceiling and walls on floor 4 of the car park have been painted white, this together with the trial LED lighting at that location have visually made for a marked improvement when compared to an area that has the existing lighting system in place and has not been painted.

The revenue savings that can be achieved annually are estimated to be £13,379 per annum which includes a £4,000 per annum maintenance saving. The cost to install is estimated at £50,444, giving a payback of 3.77 years.

The lights are estimated to have a life expectancy of 6 years before the LED unit needs to be changed. Savings will potentially be greater over the whole life period of the lights because of the predicted increase in the cost of electricity. A report produced by the Department for Energy and Climate Change in March 2013 estimated that electricity costs will increase in the coming years.

In order to achieve these savings it is proposed that all LED lights on floors 1-4 continue to operate as per the current time settings, this means that all lights will be on between 06:00 and 21:00 outside of these times the outer most row of lights will turn off. On floors 5-8 it is proposed that the inner most rows of lights will operate for 24 hours a day, however the outer row of lights would not be turned on unless triggered by a person or vehicle, to ensure that this would happen each LED on the outer row would be fitted with presence detection hardware that will activate if movement is detected within a 12 metre radius. This project would meet with the aims of encouraging greater use of this car park by along with other measures would visually improve the infrastructure of the car park for users whilst at the same time producing savings and being energy efficient.