

POLICY, FINANCE & ADMINISTRATION COMMITTEE

10 APRIL 2013

REPORT OF HEAD OF CENTRAL SERVICES

PARKSIDE UPDATE

1.0 THE PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to update this Committee on Parkside and associated matters.

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- (a) Members note the updated financial position relating to Parkside attached at Appendix A;
- (b) Members note the update on partners at Parkside as outlined in paragraph 4.0 and in particular that Job Centre Plus will be moving to Parkside in October 2013 and;
- (c) Members note the update on the Burton Street improvement scheme and provide their views on whether a new footpath link from the Church Path to the Melton Mowbray railway station with an additional link into Parkside as described in paragraph 5.1 is required. The estimated cost is £15,000 and funding could be from capital receipts or any under spend from the Burton Street improvement scheme.

3.0 FINANCIAL UPDATE

- 3.1 The high level financial summary for Parkside is attached as an exempt item at Appendix A. The Council has £82,500 of retention monies unspent and officers are in communication with the insolvency practitioners to agree that these monies should be spent on the outstanding snags. There is also £87,500 of capital monies committed, primarily relating to outstanding Section 278 works.

4.0 PARTNER UPDATE

4.1 Job Centre Plus

- 4.1.1 Since the last meeting Job Centre Plus have signed the Licence to come to Parkside. There will be 15 customer facing desks on the ground floor; an additional receptionist and an increase in self serve internet points in reception. The order for accommodation works has been placed and works will commence immediately after the Easter weekend, regular liaison meetings are scheduled with JCP to ensure ICT solutions are in place for testing in July 2013.
- 4.1.2 A multi agency project team is being established to review the ground floor usage and face to face services at Parkside; this will be complimentary to the arrival of Job Centre Plus.

4.1.3 A space utilisation study will be undertaken in the near future to review workspace and meeting room usage to monitor the ongoing capacity of Parkside.

4.2 Citizen Advice Bureau

4.2.1 The Citizen Advice Bureau have relocated to the second floor and completed a further licence agreement to remain at Parkside.

4.3 Bridge Housing

4.3.1 A licence agreement with effect from 1 February 2013 has been completed with Bridge Housing, a local charity organisation that helps to support tenants with housing support and benefits advice and dealing with arrears.

4.4 Working Links

4.4.1 Working Links have left Parkside due to changes in their organisation.

5.0 BURTON STREET IMPROVEMENT SCHEME UPDATE

5.1 This Committee has previously approved £480k of capital funding for re-surfacing Burton Street car park and building a new boundary adjacent to the Play Close footpath (to be partially funded by the Town Estate). The opportunity has arisen to create a footpath link from the railway station to the Play Close footpath; this was identified as being desirable during the public consultation exercise when the new offices at Parkside were first being considered. The footpath will enhance pedestrian access from the railway to the town centre and members are asked to consider whether this new footpath link together with a link into the rear of Parkside is required. The footpath is shown on the plan attached at Appendix B. Contractors have been requested to price this footpath as an optional additional item as some of the car park surface scalplings could be used to build up the path whilst contractors are on site. It is possible that the approved funding of £480k for the Burton Street improvement scheme will be sufficient to incorporate the footpath costs. However, if this is not the case members are requested to consider whether they wish to approve up to £15k of additional funding to complete these works.

5.2 The invitation to tender and employers requirements for Burton St car parks have been sent out (together with the Abattoir and Waterfield Leisure Pool over flow car park). The Burton Street car park planning process was prolonged due to the site being in the flood plain. Works are expected to commence in late May/ early June 2013.

6.0 POLICY & CORPORATE IMPLICATIONS

6.1 The arrival of Job Centre Plus at Parkside will help to enhance the services that can be offered to customers at Parkside. Their presence will support a locality approach to the welfare reforms agenda.

7.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

7.1 If members approve the proposed footpath link from the railway station to Play Close footpath there may be an additional £15k to be funded from capital receipts. The tender process will reveal whether there are sufficient funds from the existing project budget of £480k to incorporate these works.

8.0 LEGAL IMPLICATIONS/POWERS

8.1 Legal agreements are being put in place with the Town Estate, Everards, Network Rail and Mars UK to facilitate the Burton Street improvement works. Licence agreements are issued to new partners at Parkside.

9.0 **COMMUNITY SAFETY**

9.1 As community safety is a corporate priority this is considered as part of the selection process for appointing the Principal contractor. The contractor shall sign up to the considerate constructor's scheme and carry out Health and safety audits at monthly intervals or more frequently if necessary. WSM Saunders has been appointed as CDM coordinators for the works.

10.0 **EQUALITIES**

10.1 The equality issues are considered as part of the procurement process.

11.0 **RISKS**

11.1 There are risks associated with all of the proposed works, third party rights, adjoining owners, budgets and working in public areas. These risks are monitored and any issues should be reported to programme board in regular highlight reports.

12.0 **CLIMATE CHANGE**

12.1 An electrical charging point at Burton Street car park has been included in the specification as an optional extra for the scheme. Individual climate change issues have been considered as part of the project and the planning process, particularly relating to drainage.

13.0 **CONSULTATION**

13.1 A public consultation took place on the Burton Street improvement scheme in February 2012. Partners at Parkside are being consulted on the changes that are being proposed as part of the reception and ground floor improvements.

14.0 **WARDS AFFECTED**

14.1 All wards are affected.

Contact Officer: David Blanchard
Date: 25 March 2013
Appendices: Appendix A – **Exempt paper**: High level financial summary for Parkside.
Appendix B – Proposed footpath improvements
Background Papers: Relevant committee papers
Reference: X: C'tees, Council & Sub C'tees/PFA/2012-13/10-04-13/DB - Parkside Update