

## POLICY, FINANCE & ADMINISTRATION COMMITTEE

10 JULY 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;
- (b) Members approve the improvements to the customer meeting points by introducing floor to ceiling curved glass panelling to create confidential customer meeting points and the funding for these improvements to be met by capital contributions from partners and a contribution of £18k from the repairs and renewals fund;
- (c) Members note the current shortfall in funding for the Working Dog Sculptures in the region of £29K and note that officers will be seeking alternative sources of funding for this project;
- (d) Members note the updated position relating to embankment works and the Section 278 works including the footway route as shown at Appendix F;
- (e) Members approve the business case for the acoustic baffles attached at Appendix A;
- (f) Members approve the glass floor to ceiling partitions as shown on the image attached at Appendix B and the project mandate and business case for these improvements to the customer meeting points attached at Appendices C and D and approve a supplementary estimate of £20k from the Parkside renewal and repairs fund to fund the net cost;
- (g) Members note the update on the Burton Street improvement scheme and the proposed use of porous macadam for part of the surfacing as illustrated on the plan attached at Appendix E.

#### 3.0 FINANCIAL UPDATE

- 3.1 The high level financial summary for Parkside is incorporated in the exempt report. The Council has agreement from the insolvency practitioners that it can proceed with addressing snags on the basis that it retains accurate expenditure accounts. There is £82,500 of retention monies of which £13K has been spent addressing 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 The main accommodation works for JCP occupation have been completed. An order for the cabling works has been placed and the ICT solution has been agreed and is programmed to be ready for testing in July/ August 2013. Monthly meetings are in place to track progress and address any issues.
- 4.1.2 A multi agency project team has been established to review the ground floor usage and face to face services at Parkside; this is complimentary to the arrival of Job Centre Plus. One issue arising from this group is the impact on customer privacy at the three customer access points with the increase in footfall in the corridor with JCP. Partners had already raised concerns on the level of privacy at these locations and have agreed that floor to ceiling glass partitions is the optimum solution. The cost for a curved glass solution is in the region of £25,000 plus VAT.
- 4.1.3 Members are requested to approve the funding for the improvement works described in 4.1.2 above from the Parkside Repairs and Renewals fund with additional pro rata contributions from JCP and the Citizens Advice Bureau the remaining contribution from the repairs and renewal fund. When the renewal fund was first discussed with LCC the concept was that the fund should be more than a "replacement fund" it would also serve as a fund for improving and modernising the building to suit the changing needs of a multi agency building. Officers will consult with partners on the proposal that in the future the renewal fund incorporates an allowance of 5% of the annual sinking fund for "improvement and modernisation". The 5% would be introduced in Year 6 subject to member approval.

### **4.2 Snags**

- 4.2.1 Good progress is being made addressing the snags at Parkside. Now that the retention moneys have been released the snags are being revisited in order to prioritise the work.
- 4.2.2. Emergency lighting, other lighting faults and leaks have all been rectified in the last two months. Quotations have been sought for the next tranche of snags and orders will be placed shortly

### **4.3 Working Dog Sculpture**

- 4.3.1 There is a shortfall in funding for the approved scheme. It was hoped that local businesses would be willing to contribute towards funds, however to date funds amount to £8,540 against the total scheme costs of £37,000. Officers are making further enquiries about potential funders to find the gap funding.

### **4.4 Embankment works**

- 4.4.1 The specification for the embankment works have finally been agreed with Leicestershire County Council and two specialist contractors have been asked to provide quotations for these works. The works comprise removal of tyres, cutting the bank back and consolidating and compacting with approved quarry "scalpings". The embankment works are expected to cost in the region of £18K which will be within budget and will be completed by August enabling the County to complete the Section 278 works at the junction. Melton in Bloom have suggested that trailing roses will be a preferable option to wild flowers because the wild flowers seed will adversely impact on adjoining formal planting beds.

### **4.5 Section 278 works**

4.5.1 The section 278 works to the junction will be undertaken by Highways in August 2013 following the above mentioned embankment works and substantial completion of Burton St resurfacing works. The route of the footway adjacent to the highway has been altered as shown on the plan attached at Appendix F, the new route has the approval of planners and highway engineers and will improve pedestrian access from the bridge to the Park, Parkside and the town centre. The railings will be relocated and re-used as shown on the plan.

#### **4.6 Improvements to confidentiality in reception and at customer meeting points**

4.6.1 Members approve the business case for the acoustic baffles attached at Appendix A. The project mandate has been previously approved and funding was subsequently allocated as part of the budget setting process in February 2013. The business case gives the formal approval to implement the works this financial year.

4.6.2 A project mandate and business case is also attached for improvements to customer meeting points at Appendices C and D.

#### **5.0 BURTON STREET IMPROVEMENT SCHEME UPDATE**

5.1 Whitehouse Construction started setting up on site on 3<sup>rd</sup> June 2013. The contractors have cleared the concrete base and 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 project remains on time and within budget at present. This scheme has quoted for an electric charging point and this will be incorporated within the scheme. The contract is a design and build scheme Whitehouse Construction have proposed a variation to the original scheme and details of the variation are included in the exempt Parkside report. The Chairman of the Rural Environment and Economic Affairs committee has been briefed on the proposed changes.

5.2 The footpath link from the railway station to the Play Close footpath can only be completed with the agreement of Mars UK and Network Rail and negotiations have been provisionally agreed subject to Member approval, further details and recommendations are included in the exempt report.

5.3 The agreement for the use of Network Rail sidings has been agreed with Mars UK and Network Rail for a period of 3 months at no charge to the Council other than the set up costs. Occupiers of Parkside are using the car park free of charge and the railway sidings are being well used freeing up car park spaces at Burton Street.

#### **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 Parkside and the Burton Street project both remain within budget previously approved by this Committee. The proposal to partially utilise the repairs and renewals fund for the customer meeting point improvements has been approved in principle by partners as a one off agreement.

#### **8.0 LEGAL IMPLICATIONS/POWERS**

8.1 Legal agreements are in place with the Town Estate, Network Rail and Mars UK to facilitate the Burton Street improvement works. Licence agreements are issued to new partners at Parkside. Legal advice has been sought on the footway adjacent to the

highway and providing Highways and the Local Planning Authority approve of the changes (which they have done so), the alterations do not require any formal footpath diversion.

## 9.0 **COMMUNITY SAFETY**

9.1 Burton Street construction works have taken place within a fenced compound and there have been no adverse reports from WSM Saunders the appointed CDM coordinators for the works.

## 10.0 **EQUALITIES**

10.1 There are no specific equality issues that need to be raised within the report.

## 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.

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Date: 25 March 2013

Appendices: Appendix A – Business case for the acoustic baffles.  
Appendix B – image of glass partitions (for customer meeting points)  
Appendix C – project mandate for improvements to customer meeting points  
Appendix D – business case for improvements to customer meeting points  
Appendix E – Burton Street Improvements plan TO FOLLOW  
Appendix F – Drawing to show alteration to the pedestrian footway

Background Papers: None

Reference: X: C'tees, Council & Sub C'tees/PFA/2012-13/10-04-13/DB - Parkside Update