

APPENDIX A

“Project Mandate”

Agenda item number:

Date of issue:

Meeting: Programme Board

Date: 6th October 2014

Report by: Jane Galilee

Jobtitle: Estates Manager

Service: Central

Status: Prepared for Management Team to consider

Subject: Cattle Market - Car Parks

1 Purpose of report

To ensure funds are available for the refurbishment of the above facility to prevent further deterioration to its physical condition (surfaces and relining) and enable it to be used safely.

2 Recommendations

£146,000 (inc say 5% for fees) is earmarked in the capital budget for 2016/17.

3 Background

The car parks are heavily used on Market Day (Tuesday) by cars and Livestock service vehicles. They require levelling and resurfacing, possibly re-marking out and further specialist parking bays provided for disabled etc.

The main recommended works comprise the following;

Re-surface, refurbishment and marking out of the car park

4 Legal, financial and IT implications

Legally MBC are responsible for the car park surfaces.

5 Initial Assessment of risk

The car parks need the surface work to prevent trip hazards.

6 Equalities and diversity and staffing implications

The required specialist parking bays are inadequate and below standard..
