

APPENDIX A “Project Mandate”

Agenda item number:

Date of issue:

Meeting: Programme Board

Date: 6th October 2014

Report by: Jane Galilee

Job title: Estates Manager

Service: Central

Status: Prepared for Management Team to consider

Subject: Wilton Road - Car Park

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

£33,600 (inc say 5% for fees) is earmarked in the capital budget for 2015/16.

3 Background

The car park is heavily used on Market Day (Tuesday) and the rest of the week by cars. It requires elements of resurfacing, re-marking out and further specialist parking bays provided for disabled etc.

The main recommended works comprise the following;

Elements of 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..
