

Public Document Pack



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23 December 2014

Dear Councillor

NOTICE OF DELEGATED DECISION – (DD12 14) AWARD OF CONTRACT FOR FISHMONGER’S LANE ‘PAY AND DISPLAY’ CAR PARK

Please find attached details of a delegated decision taken by Mr Roger Walton, Director of Environment and Corporate Assets relating to the award of the contract for the construction of a ‘Pay and Display’ car park at Fishmonger’s Lane, Dover.

Appendix A of the supporting report is exempt under paragraph 3 of Schedule 12A of the Local Government Act 1972.

The Chairman of the Council has agreed to suspend call-in due to the wish to award the contract and have construction start as soon as possible. A signed Suspension of Call-In notice has been issued to this effect.

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at kate.batty-smith@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink that reads "Kate Batty - Smith". Below the signature is a short horizontal line.

Democratic Support Officer

ENCL

1 **NOTICE OF DELEGATED DECISION - (DD12 14) AWARD OF CONTRACT FOR FISHMONGER'S LANE 'PAY AND DISPLAY' CAR PARK** (Pages 2 - 12)



COMMITTEE SECTION ONLY

Decision No: DD12
Notification Date: 23/12/14
Implementation Date: 23/12/14
(unless called-in)
Call-in: No

**Decision Notice
Delegation to Individual Officer**

A. Decision taken by: Mr Roger Walton, Director of Environment and Corporate Assets

B. Delegated Power:

At the Cabinet meeting held on 7 July 2014, the Director of Environment and Corporate Assets was given the following delegated power by Cabinet (CAB 22):

'To seek tenders and award the contract for the construction of the 'Pay and Display' car park.'

C. Subject (including whether it is a Key Decision and included within the Notice of Forthcoming Key Decisions):

Award of contract for the construction of a new 'Pay and Display' car park at Fishmonger's Lane, Dover

This is a Key Decision which has been included within the Notice of Forthcoming Key Decisions.

Is the decision likely to disclose exempt information? If so, please specify the relevant paragraph(s) of Part 1 of Schedule 12A of the Local Government Act 1972.

Yes – Appendix A of the report is exempt under paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

D. Decision:

1. To award the contract for the consideration set out in Appendix A of the attached report for the construction of a new 'Pay and Display' car park at Fishmonger's Lane, Dover to Raymond Brown Ltd.

2. To request the Chairman of the Council to suspend call-in to avoid a delay in commencing the contract. This is necessary so that construction work can commence on site as soon as possible.

E. Reason(s) for decision:

The development of the Russell Street car park is a key component of the DTIZ area, and development is now imminent. As a result there will, in the medium-term, be a loss of car parking in the town centre.

It is important that the Council lets the contract as soon as possible to enable works to start

on site, so the car park can be constructed in the New Year and be ready for service upon the closure of the Russell Street car park.

Due to the urgency of this project, the tendering process has been brought forward, with a deadline of 19 December 2014. In order to secure a contract for construction of the car park and to commence early in January 2015, a decision is required to approve the final tender sum.

The scheme has already been agreed in principle by Cabinet at its meeting held on 7 July 2014. The attached report has been put together to provide an update on the future plans of constructing a new car park and to provide information about the successful tender.

F. Details of alternative options considered and rejected:

Not agreeing to the expenditure for constructing a new car park will mean a shortage in off-street car parking in Dover town centre and a prominent development site that supports the St James's development scheme will lie vacant.

Not to undertake this work is not considered to be an option.

G. If the decision-maker has an interest in the matter, the existence and nature of that interest must be stated below:

Not applicable.

H. List of persons consulted by the decision-maker:

Cllr Nigel Collor - Portfolio Holder for Access and Property Management

Mike Davis - Director of Finance, Housing and Community

Harvey Rudd - Solicitor to the Council

I. Reason(s) for General Exception/Special Urgency (i.e. why the decision was not included in the current Notice of Forthcoming Key Decisions and why it would be impracticable to defer the decision until the period covered by the next Notice of Forthcoming Key Decisions)

Not applicable.

J. Notice of use of General Exception Procedure (to be followed where at least five clear days will have elapsed between issuing a General Exception Notice and informing the Chairman of the relevant Scrutiny Committee, and the Key Decision being taken)

I have informed the Chairman of the relevant Scrutiny Committee.

Not applicable.

Signed: _____ Dated: _____
(Decision-Taker)

K. Agreement to use of Special Urgency Procedure (to be followed where it is not

possible to give five clear days' notice that a Key Decision will be taken)

I agree that the taking of the decision cannot reasonably be deferred.

Not applicable.

Signed: _____ Dated: _____

(Chairman of the relevant Scrutiny Committee)

L. Any conflict of interest declared by any executive member who has been consulted by the decision-maker:

Not applicable.

M. Note of any dispensation granted by the Monitoring Officer in respect of any declared conflict of interest:

Not applicable.

N. Background Documents:

Attached report (exempt)

Signed: _____

Dated: 17 December 2014

Decision-Maker

Subject:	CONSTRUCTION OF A NEW ‘PAY AND DISPLAY’ CAR PARK, FISHMONGER’S LANE, DOVER
Meeting and Date:	Decision to be taken by Roger Walton, Director of Environment and Corporate Assets
Report of:	Keith Watson, Corporate Estate and Coastal Engineer
Portfolio Holder:	Cllr Nigel Collor, Portfolio Holder for Access and Property Management
Decision Type:	Key Decision
Classification:	Appendix A Restricted – NOT FOR PUBLICATION by reason that Appendix A contains information which is exempt by virtue of the provisions of Paragraph 3 (Information relating to the financial or business affairs of any particular person) of Part 1 of Schedule 12A of the Local Government Act 1972.

Purpose of the report: To seek approval to award the contract for the construction of new ‘pay and display’ car park in Dover.

Recommendation:

1. To award the contract for the construction of a new ‘pay and display’ car park on Fishmonger’s Lane, Dover to Raymond Brown LTD.
2. To request the Chairman of the Council to suspend call-in to avoid a delay in commencing the contract. This is necessary so that construction work can commence on site as soon as possible.

1. Summary

It was agreed by Cabinet on 7 July 2014 to approve funding for the demolition of Centurion House, Dover and to authorize officers to develop, to the tender stage, a scheme for constructing a new “pay and display” car park, to be included within the off street parking order. The Director of Environment and Corporate assets was also authorised, in consultation with the Portfolio Holder for Access and Property Management to take the necessary action to seek tenders and award the contract for the construction of the ‘pay and display car park’

This report seeks approval to accept the lowest tender for construction of the new “pay and display” car park and proceed with the work. The tenders received for the construction works together with a financial appraisal can be seen in **Appendix A**.

The car park will address the shortage of parking resulting from the loss of Russell Street car park due to the development of the St James’s area, which is due to take place in the New Year.

2. Introduction and Background

2.1 Since Cabinet approved the project on the 7th July 2014, planning consent was granted on the 28th September 2014 for the demolition of Centurion House and

construction of a new car park. The car park will be providing 51 parking spaces and 2 disabled parking bays. The approved plan and elevations can be seen in **Appendix B**.

- 2.2 The demolition works started on the 29th September 2014 and the contract period is twelve weeks'. The site will be cleared down to existing footway levels and made secure from the public with heras fencing surrounding the site, until approved for construction of a new car park.
- 2.3 Construction drawings and tender documents were prepared following last cabinet approval for the construction of the new car park. 6 contractors were selected accordingly and tendered on the 10th November 2014; the tenders were received and opened by the Portfolio Holder for Access and Property Management on Friday 5th December at 2pm. The contractors list and tenders can be viewed in **Appendix A**.
- 2.4 All other relevant parties affected by the proposed works have now been consulted. Detailed discussions have taken place with Kent County Highways for all proposed amendment works to Fishmonger's Lane, and Bench Street (to accommodate access into the car park via King Street). The Environment Agency have agreed to the surface drainage proposal and agreed under their necessary protocols, for the surface water from the car park to drain into the River Dour.
- 2.5 It is recommended that "call in" for this report should be suspended in order to help fast track the construction start date and avoid potential undue delays from the Christmas break. This is for the main reason of supporting the off street car parking provisions, when Russell Street car park closes in the New Year for redevelopment. Consequently this will allow the new car park to be constructed in time and address the possible shortage of parking to the town centre.

3. **Identification of Options**

- 3.1 Option 1 is not to proceed with the project and leave the site vacant until a suitable alternative use can be identified.
- 3.2 Option 2 is to accept the lowest tender and proceed with constructing the new car park.

4. **Evaluation of Options**

- 4.1 Option 1 is not recommended as a viable option. Not agreeing to develop this site would halt the development resulting in a loss of a potential off street car park, and along with Russell Street car park closing, this could have a negative impact on local businesses to the town centre. Furthermore there would also be a loss of car parking income.
- 4.2 Option 2 is the preferred option. By creating a new car park close to the town centre, the parking provision will be upheld and address the main concerns from the loss of parking due to the development of Russell Street taking place in the new year. This car park will offer much support to local businesses and locals visiting the town centre. Subject to Cabinet approval, the loss of car parking income from Russell Street will be regenerated by constructing the new car park and thus creating a new income stream.

5. **Resource Implications**

The Director of Finance Housing and Community proposes that the project is funded as set out in **Appendix A**.

Presently the NNDR's payable on Centurion House is £52k per annum and so by constructing a new car park in its place and taking into account the car park size, compared to other similar car parks in Dover, it has been estimated that the NNDR's charged will be approximately £8k per year.

Refer to **Appendix A** for estimated costs to construct the new car park in 2014/15 and predicted payback period using estimated construction costs and car park income.

6. **Corporate Implications**

6.1 Comment from the Section 151 Officer: Finance have been consulted in the production of this report and have no further comment (PH).

6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications however, in discharging their responsibilities members are required to comply with the public sector equality duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>.

6.4 Other Officers (as appropriate):

7. **Appendices**

Appendix A – Returned tender list and winning contractor with cost of constructing new car park (exempt).

Appendix B – Proposed car park layout plan and elevations.

Contact Officer: Keith Watson, Corporate Estate and Coastal Engineer.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted



Notes
 "Pay and Display" car park with 4hrs maximum stay. 51 car parking bays and 2 disabled parking bays have been drafted on plan marked in red, size 4.8m x 2.4m. This plan is subject to a full site survey post demolition works and so the quantity of parking bays may differ slightly.

Proposed Surface
 The proposed surface to be 150mm sub base type 1 or similar, with 70mm D.B.M base course, finishing with black 30mm thick D.B.M wearing course. Parking bays to be located with white and yellow thermo plastic lining paint.

Drainage
 Surface water to be drained via acco drainage system into the Dour River via petrol interceptors, as informally advised by the EA.

Boundary Wall and Fence
 Proposed boundary of site to consist of masonry brick pillars and decorative steel vertical bar railing. Brick to match existing (red stock) and steel railing to be galvanized with a powder coated paint to match the existing Dover blue street furniture. The boundary line adjacent to Thornton's Lane will be concrete posts and timber panels.

Trees and Soft Landscaping
 Areas of the site to be enclosed with semi mature trees. Trees to be Pyrus calleryana chanticleer (Mature height to reach 10 to 15m). Other areas as indicated on plan to include mixed shrub planting (tbc).

Lighting
 Car park to be illuminated by LED street lighting lanterns on 5m stainless steel columns. Design to be Dover from DW Windsor Lighting.

- 1 litter bin to be supplied to each ticket machine.
- 6 Steel powder coated back with gold ring bollards to be installed to manufactures details
- Car park entrance signs and posts. Posts installed 600mm below G.L. in concrete.
- ◇ Lamp column with protector island
- Ticket machine, refer to manufactures installation pack for further detail.
- 🌳 Trees and grass turf
- ▨ 3 Motor Cycle racks installed in concrete base
- ▨ P.C.C Kerb protection backfilled with Type 1 and bitumen maccadam to finish. Refer to drawing C55.356.023 for detail.

Prepared by
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Euring Roger Walton, C. Eng. M.I.C.E.
 DIRECTOR OF ENVIRONMENT & CORPORATE ASSETS

Scheme
Proposed Car Park Plan at Centurion House Site

Location
Mill Lane, Dover

Designed: KW Drawn: KW Date: April 14
 Scale: 1 to 250 Drawing Number: C55.356/003 Rev:

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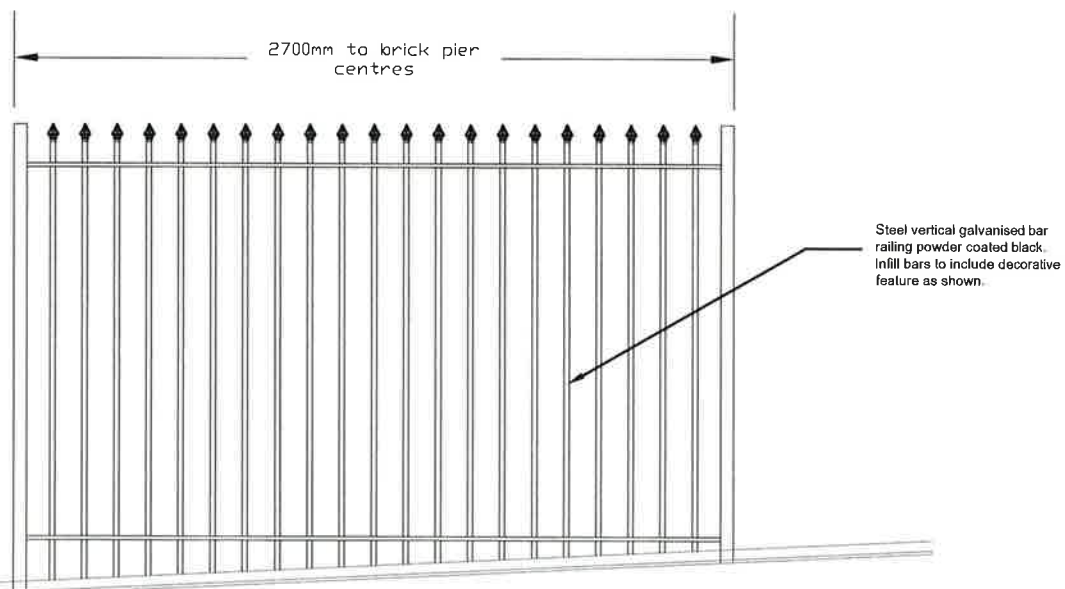


Bench Street Elevation (1:200)

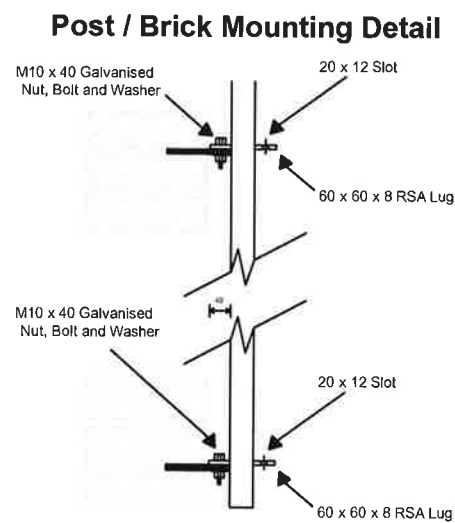
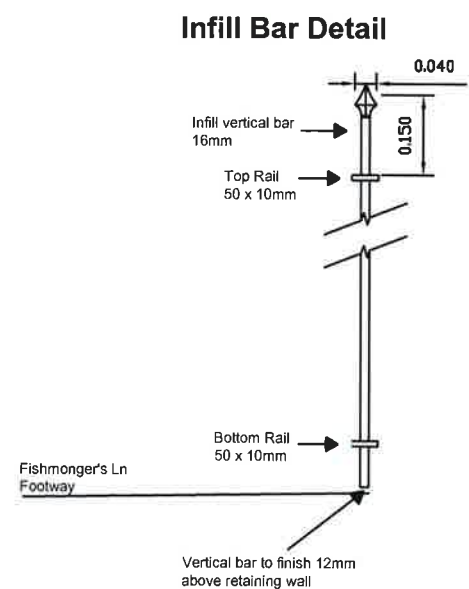
11



Fishmongers Lane Elevation (1:200)



NTS



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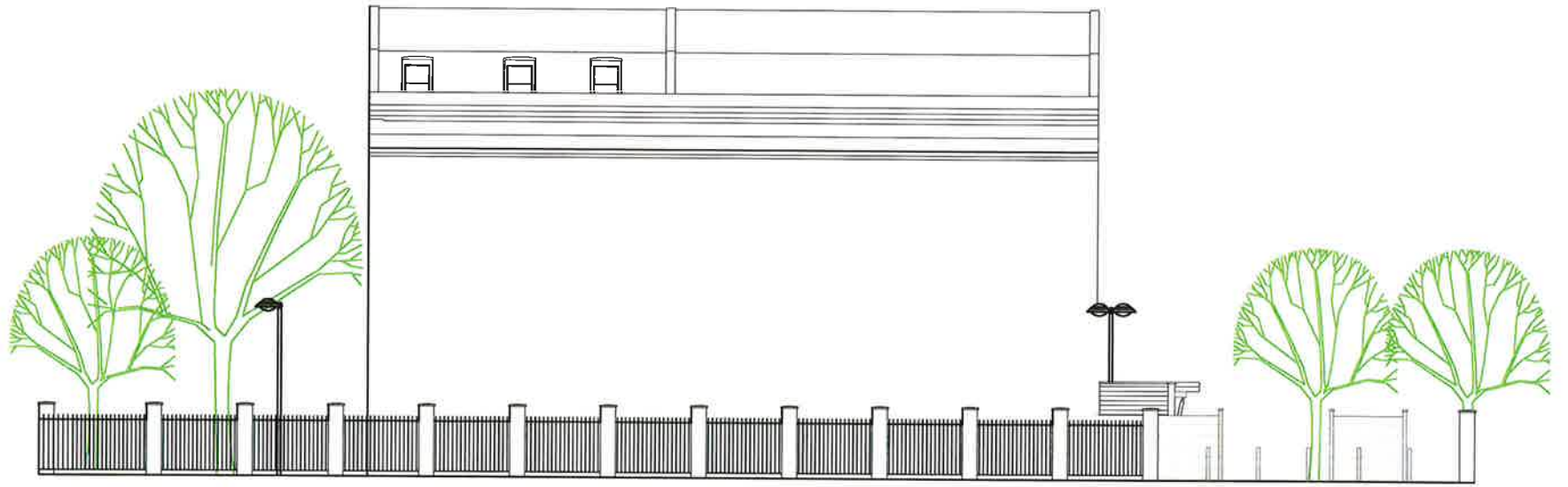
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 DIRECTOR OF ENVIRONMENT & CORPORATE ASSETS

Scheme
**Proposed Car Park Elevations/
 Fence Details**

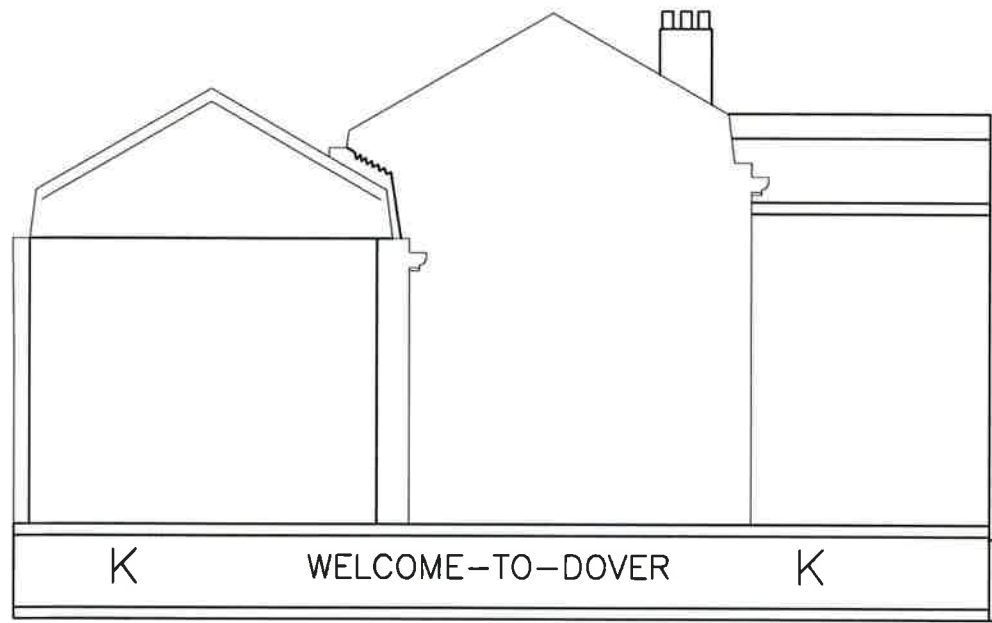
Location
**Bench Street, Dover
 Fishmonger's Lane, Dover**



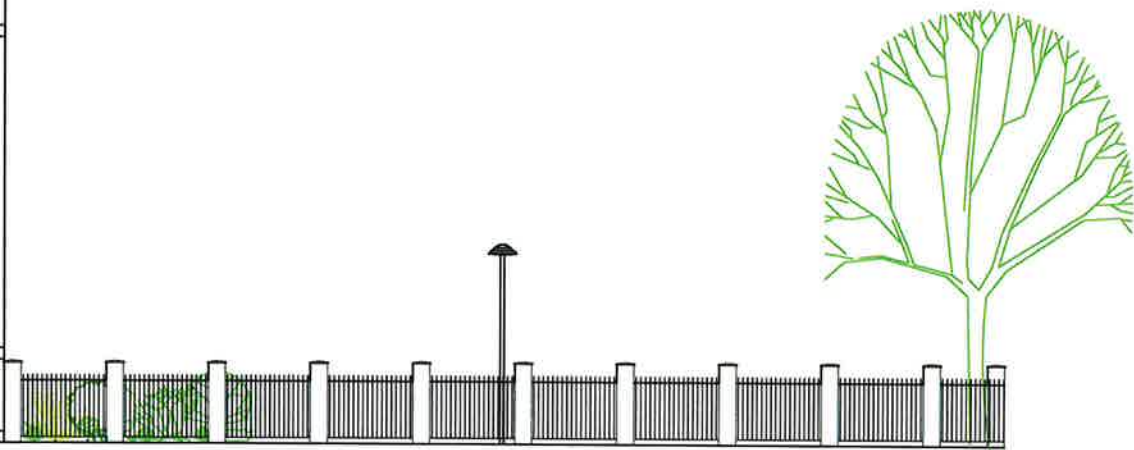
Designed: KW	Drawn: KW	Date: July 14
Scale 1 to 500	Drawing Number C55.356/008	Rev B



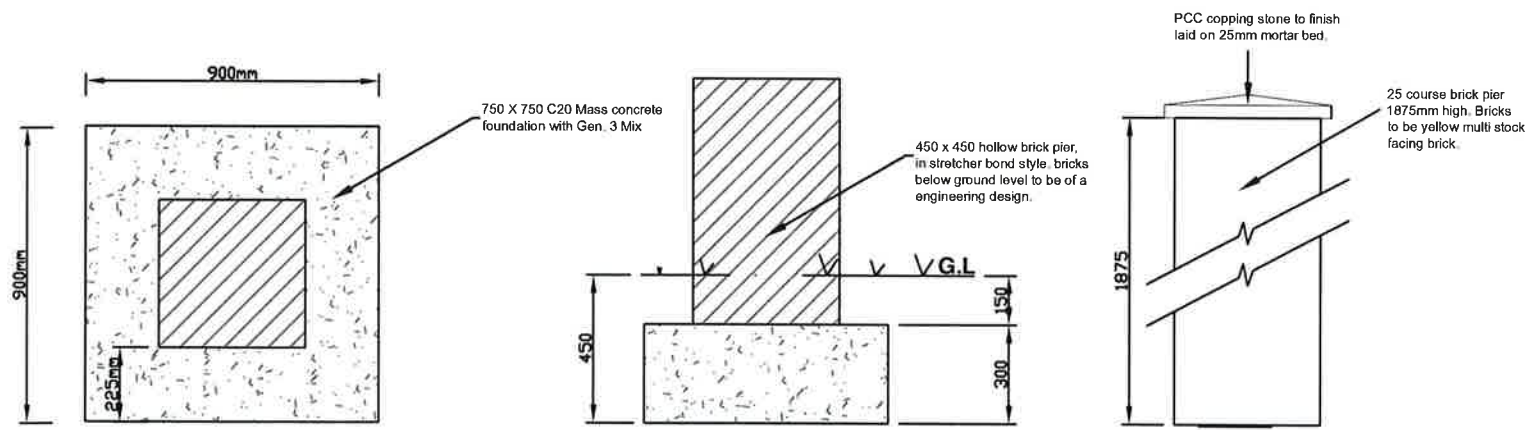
Mill Lane Elevation (1:200)



A20 Elevation (1:200)



Foundation and Brick Pier Detail for Boundary Fence



PLAN VIEW

SECTIONAL ELEVATIONS

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Scheme
**Proposed Car Park Elevations
 Centurion House Site**

Location
**Bench Street, Dover
 Fishmonger's Lane, Dover**



Designed: KW	Drawn: KW	Date: May 14
Scale 1 to 500	Drawing Number C55.356.009	Rev B