

Agenda Item No: 9.7 **Report No:** 101/16
Report Title: Asset Maintenance: Car Parks, and 16 West Street, Lewes
Report To: Cabinet **Date:** 4th July 2016
Lead Councillor: Cllr Nicholson and Cllr Giles
Ward(s) Affected: All Wards
Report By: Rob Cottrill, Chief Executive
Alan Osborne, Director of Corporate Services
Contact Officer(s)-
Name(s): Bee Lewis
Post Title(s): Head of Property and Facilities
E-mail(s): bee.lewis@lewes.gov.uk
Tel No(s): 01273 471600 ext 1101

Purpose of Report:

To seek Cabinet approval for the expenditure to address the high priority actions which have been identified through a series of Risk Assessments, Condition Surveys, and general inspections within LDC car parks and properties.

Additionally, to consider the recommendations relating to the renewal of Parking Meters and proposals to improve the town centre parking offer in Newhaven.

Officers Recommendation(s):

- 1** To approve the expenditure on all Council car parks to address the priority 1 & 2 issues as summarised in Appendix A and the priority 1 issues shown at Appendix B, to be funded from the Asset Maintenance Reserve, to also include a contingency allowance of up to £20,000.
- 2** To defer all priority 3&4 issues detailed at Appendix A, and and priority 2, 3, and 4 works outlined at Appendix B, for a further 18 months to enable Cabinet to consider the works in the context of the wider capital programme.
- 3** To approve the replacement of the Council's parking machine coin validators, at a cost of £8,000 to be funded from the Asset Maintenance Reserve, and to direct that officers investigate the potential costs of replacing all of the Council's 26 parking machines on a joint procurement basis with ESCC, bringing a report to Cabinet once the costs and best approach to phasing the replacement is determined.

- 4 To approve capital expenditure of £10,000 plus fees to repair the roof at 16, West Street, Lewes.
 - 5 To engage specialist traffic management consultants to conduct a feasibility study of parking improvements in Newhaven Town Centre, the cost of the study being funded from the existing service budget.
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1 Reasons for Recommendations

- 1.1 The estimated repair costs for high priority works within the car parks is £67,500. Due to the nature of some of the works, it is recommended that a further £20,000 contingency is allowed.
- 1.2 Maintaining the car parks is key to encouraging use of the car parks and reducing risk of accident claims to the Council. The car parking policy and strategy should remain responsive to local needs, taking into account the drivers for social and economic change.
- 1.3 The parking meters are coming to the end of their useful life and it is difficult to get parts for them. Additionally, a new £1 coin will be introduced in 2017 and the Council has the option of changing the coin validators only, or replacing the machines and increasing the number of ways motorists can pay for parking.

Background

Car Parks

- 1.4 LDC operates and maintains a total of 57 car parks across the district. Charges apply in 21 car parks (14 in Lewes, 3 in Newhaven, and 4 in Seaford), with the remainder are free at the point of use.
- 1.5 In 2013, the Council commissioned an independent Car Park Safety Inspections Report of the majority of car parks. The report set out actions that would improve safety for users. Officers have worked within the current budget constraints to undertake priority repairs and have also undertaken a series of condition surveys. Additionally, the car parks are inspected on a regular basis and serious defects are identified and managed appropriately.
- 1.6 Based upon the estimated costs of the issues identified, the existing annual budget (£12,000) is insufficient to address the volume and value of the issues identified.
- 1.7 Approximately 218 actions have been identified across a number of features e.g. barriers, fencing, lines, signage etc. and these 218 actions have been prioritised and estimated by LDC as:

| Priority Rating | Description | Estimated Costs | Dacre Rd Multi-Storey |
|-----------------|--|-----------------|-----------------------|
| P1 | Immediate attention is required | £19,350 | £8,120 |
| P2 | Action is recommended within 1-2 years | £39,940 | £47,490 |
| P3 | Action is recommended within 2-4 years | £175,600 | £153,220 |
| P4 | Action is recommended 4+ years | £171,000 | £331,050 |
| | <i>Sub-Total</i> | <i>£405,890</i> | <i>£539,880</i> |
| | TOTAL | | £945,770 |

1.8 It is recommended that the Council carries out the high priority works (P1 and P2 surface car parks, P1 Multi-Storey) as soon as possible at a cost of up to £67,500 plus £20,000 contingency to be funded from the Asset Maintenance Reserve. The remaining works will be considered in line with the wider capital programme and, in respect of the multi-storey car park in Newhaven, within the context of the Enterprise Zone and any associated future plan.

16 West Street, Lewes

1.9 The Council owns a retail unit at 16 West Street in Lewes. It was leased as a hairdresser's shop until April 2015, when the lease expired. Since then, there has been one failed attempt to let the shop, with the lessees pulling out just as the lease was ready to be signed. New tenants have been lined up and are ready to move in.

1.10 The roof needs extensive repairs and possibly a full replacement. Initial estimates indicate that capital expenditure of £10,000 plus fees is required.

1.11 Officers have negotiated a rent of £10,400 pa for the property over a 10 year period, which is double the rental income from the previous tenant, giving a payback on the roof works by year 3.

1.12 It is recommended that the roof is repaired or replaced based on advice from a qualified building surveyor, with the capital expenditure to be met from the Asset Maintenance Reserve.

Parking Machine Replacement

1.13 A new £1 coin will come in to circulation in 2017. The redesigned coin will have 12 sides, much like the three-pence piece last used in 1971. All of the pay and dispay parking machines will need to be updated to accommodate the new coin.

1.14 LDC operates a total of 26 parking machines, varying in age and condition. The majority of machines are at the end of their useful life and

spares are difficult to locate as the model owned by both LDC and ESCC is now obsolete.

- 1.15** ESCC is looking at replacing its ageing machine stock. It would be possible to jointly procure new machines to enable LDC to take advantage of economies of scale in the procurement contract.
- 1.16** Each new machine would cost between £2,700 and £3,700 depending on whether the Council wished to also opt for payment by debit/credit card at the machines. The current machines do not allow this, but the cashless parking scheme operated by RingGo now generates 7% of parking revenue since its introduction in 2014. Therefore the capital cost of replacing the machines would be between £70,200 and £96,200.
- 1.17** ESCC are considering a phased approach to replacing their stock of machines over a 3 year period. LDC could also follow this approach, but would still need to spend in the region of £8,000 to replace all of the coin validators.
- 1.18** It is therefore recommended that the coin validators are replaced at a cost of £8,000, to be funded from the Asset Maintenance Reserve, and that officers investigate the potential costs of replacing all of the 26 parking machines on a joint procurement basis with ESCC, bringing a report to Cabinet once the costs and best approach to phasing the replacement is determined.

Parking Improvements in Newhaven

- 1.19** Newhaven High Street is intended to be a pedestrianised area with limited vehicular access, but there are currently no legal traffic orders in place to deter vehicles from entering the area. This situation has allowed for regular, indiscriminate parking on pavements and also provides a cut-through to avoid negotiating the A259 ring road in Newhaven.
- 1.20** In addition, the town centre has suffered from a lack of passing trade. Although Newhaven and Seaford are not directly comparable, the shops in Seaford are faring better than in Newhaven as motorists can either choose to park for up to 30 minutes in on-street bays, or park for an extended period in the pay & display car parks. The free on-street spaces turnover quickly and the shops benefit.
- 1.21** In Newhaven, inconsiderate parking and loading restricts useable footway space for pedestrians. Taxis park on footways outside their call centres, blocking the footway. One shop owner has made their own sign suggesting pavements are for pedestrians. It is an issue that upsets many people and causes friction.

- 1.22** Even where it is desirable for cars to park in bays, cars are often left parked for long periods of time, denying the opportunity for a quick turnover of vehicles for people using the shops.
- 1.23** Facilities that have been provided for disabled drivers have been abused by others, with the result that they have been blocked off for all users.
- 1.24** Notwithstanding the difficulties in enforcing the parking controls, the problem of drivers parking or loading wherever they choose is partially down to the detailing of the streetscape itself: the small unit concrete block used throughout is very much oriented towards vehicular trafficking and is perceived as such by drivers. A lack of variation in the surface and low kerbs do not make the split between pedestrian and vehicular usage clear.
- 1.25** Regarding the wider context of Newhaven town centre within the A259 ring road, there are a number of public realm-related issues that may contribute to its current apparent stagnation. A major issue appears to be a lack of accessibility and convenience, as pedestrians are often forced to take circuitous routes to reach controlled crossings. The underpasses can be intimidating and also involve long detours for ramps and steps. Junctions are designed for the easy manoeuvre of traffic to the detriment of pedestrians. This all combines to discourage footfall, which then impacts on the viability of shops in the town centre, creating a vicious downward cycle.
- 1.26** There is potentially a suite of “quick wins” that could make a meaningful difference to the operation and character of the town centre in the absence of significant capital funds being available. The primary problem to solve would be to make the area legally enforceable through amended TRO’s, with a secondary objective to provide footway parking, waiting and loading facilities where they are needed, taking into consideration the needs of pedestrians and shop owners.
- 1.27** It is recommended that the Council approves spend of £17,000, to be met from the existing service budget, to engage a specialist consultancy firm to identify feasible options; develop concepts to be agreed with key stakeholders, officers and councillors (including Newhaven Town Council); and creating a detailed package of interventions for implementation.
- 1.28** The options report will:
- (a)** assess the current on-street parking arrangements within the High Street area and determine the best solutions to provide loading and limited waiting parking provision.
 - (b)** identify areas suitable for parking which will not cause an obstruction to pedestrians.

- (c) consider the potential physical measures that can be put in place to facilitate better use of the street, such as dropping kerbs and building the new designated loading and parking bays where needed, protecting the pedestrian environment from encroachment, and assisting the legibility of the streetscape for all users.
- (d) recommend signage and public realm improvements to ensure, once a legal traffic order is in place, that the restrictions can be legally enforced to ensure the regular turnover of spaces.

2 Financial Appraisal

- 2.1 The estimated costs for both the outstanding actions from the Car Park Safety Inspections Report and those issues that have arisen since that report have been evaluated (see Appendix A). The costs of the priority 1 & 2 issues (including just the priority 1 issues at Dacre Road Multi-Storey) total £67,500.
- 2.2 The P1 and P2 activities will be addressed during 2016-17 with the spending funded from the Asset Maintenance Reserve. It is also recommended that a further £20,000 also funded from the Asset Maintenance Reserve is approved as a contingency for fees, etc.
- 2.3 Funding for parking machine replacements could be met from the service budget if a phased approach to replacement is viable over a three year period. In the meantime, the essential replacement of coin validators, at an estimated cost of £8,000 can be funded from the Asset Maintenance Reserve.

3 Legal Implications

- 3.1 The recommendations set out in this report relate to executive functions which Cabinet, under the Council's constitution, has authority to approve.

4 Risk Management Implications

- 4.1 There are Risk Management implications arising as a result of this report, based upon the likelihood and probability of claims for injury if the P1 & P2 issues are not addressed as a matter of urgency.
- 4.2 In 2015, three incidents were reported to the Council in which members of the public had been injured in car parks where inadequate maintenance or layout was a contributing factor.

5 Equality Implications

- 5.1** Car parks play a valuable role in the economic success and social accessibility within communities. There are no negative impacts arising from the recommendations in this report. Many car parks will see an improvement to lines, signs and surfaces which will benefit everyone who uses the car parks.
- 5.2** In particular, parents/carers with children, the elderly, the disabled all benefit positively from safe, secure and well-maintained car parking.
- 5.3** There are no negative impacts on any group or individual with protected characteristics under the Equality Act 2010.

Background Papers

None

Appendices

Appendix A: Summary of LDC Owned Car Parks Asset Maintenance Costs

Appendix B: Summary of Dacre Road Asset Maintenance Costs

Appendix C: Plan of 16 West St, Lewes

Appendix A

Summary of LDC Owned Car Parks Asset Maintenance Costs



| Sum of Cost | | Priority Grade | | | | |
|-----------------------------------|----------------|--------------------|--------------------|---------------------|---------------------|---------------------|
| Site | LDC Owned Site | P1 | P2 | P3 | P4 | Grand Total |
| ⊗ Bastion Steps, Peacehaven | | | | | £ 400.00 | £ 400.00 |
| ⊗ Bay Vue, Newhaven | | | £ 4,400.00 | | £ 29,620.00 | £ 34,020.00 |
| ⊗ Brook Street, Lewes | | | £ - | £ - | £ - | £ - |
| ⊗ Buckle, Marine Parade, Seaford | | £ 225.00 | £ 2,300.00 | £ 4,730.00 | | £ 7,255.00 |
| ⊗ Dacre Road, Newhaven | | £ - | £ - | | £ - | £ - |
| ⊗ East Street, Lewes | | | £ 770.00 | £ 4,060.00 | £ 350.00 | £ 5,180.00 |
| ⊗ Esplanade, Seaford | | | | £ 200.00 | £ 250.00 | £ 450.00 |
| ⊗ Fairlight Avenue, Peacehaven | | £ 100.00 | £ 2,160.00 | £ 300.00 | £ 4,500.00 | £ 7,060.00 |
| ⊗ Friars Walk, Lewes | | £ 3,300.00 | £ 7,480.00 | £ 650.00 | £ 47,518.00 | £ 58,948.00 |
| ⊗ High Street, Barcombe | | | £ 4,125.00 | £ - | £ 28,150.00 | £ 32,275.00 |
| ⊗ Little East Street, Lewes | | £ 2,600.00 | £ 2,050.00 | £ 150.00 | £ 35,100.00 | £ 39,900.00 |
| ⊗ Lower Place, Newhaven | | £ 1,850.00 | £ 200.00 | £ 1,300.00 | £ 15,080.00 | £ 18,430.00 |
| ⊗ Market Lane, Lewes | | | £ 828.00 | £ 288.00 | £ 160.00 | £ 1,276.00 |
| ⊗ Mountfield Road, Lewes | | £ 300.00 | | £ 200.00 | £ 1,200.00 | £ 1,700.00 |
| ⊗ Phoenix Causeway, Lewes | | | £ 655.00 | £ 2,180.00 | £ 1,890.00 | £ 4,725.00 |
| ⊗ Piddinghoe Avenue, Peacehaven | | £ 5,400.00 | | £ 60,050.00 | | £ 65,450.00 |
| ⊗ Pinwell Road, Lewes | | | | £ 2,050.00 | £ 825.00 | £ 2,875.00 |
| ⊗ Richmond Road, Seaford | | | £ 1,650.00 | £ 550.00 | £ 1,250.00 | £ 3,450.00 |
| ⊗ Roderick Avenue (N), Peacehaven | | £ 375.00 | £ 1,700.00 | £ 150.00 | £ 850.00 | £ 3,075.00 |
| ⊗ Roderick Avenue (S), Peacehaven | | | £ 2,850.00 | | | £ 2,850.00 |
| ⊗ Saxon Lane, Seaford | | | £ 650.00 | £ 300.00 | £ 850.00 | £ 1,800.00 |
| ⊗ South Street North, Lewes | | £ 150.00 | £ 225.00 | | £ 410.00 | £ 785.00 |
| ⊗ South Street South, Lewes | | | £ - | | | £ - |
| ⊗ Spring Gardens, Lewes | | £ - | £ - | £ - | | £ - |
| ⊗ Steyning Avenue, Peacehaven | | £ 2,600.00 | £ 850.00 | £ 93,900.00 | £ - | £ 97,350.00 |
| ⊗ Sutton Road, Seaford | | | £ 2,275.00 | £ 150.00 | £ 850.00 | £ 3,275.00 |
| ⊗ The Maltings, Lewes | | | £ - | £ 650.00 | £ - | £ 650.00 |
| ⊗ Village Hall, Ditchling | | | £ 250.00 | £ 700.00 | | £ 950.00 |
| ⊗ West Gate Street, Lewes | | | £ - | £ 540.00 | | £ 540.00 |
| ⊗ West Quay, Newhaven | | £ 2,150.00 | £ 600.00 | £ 2,050.00 | £ 250.00 | £ 5,050.00 |
| ⊗ West Street, Lewes | | £ 300.00 | £ 3,920.00 | £ 50.00 | £ 150.00 | £ 4,420.00 |
| ⊗ West Street, Seaford | | | | £ 400.00 | £ 1,350.00 | £ 1,750.00 |
| Grand Total | | £ 19,350.00 | £ 39,938.00 | £ 175,598.00 | £ 171,003.00 | £ 405,889.00 |

Appendix B

Summary of Dacre Road Asset Maintenance Costs

| Row Labels | Sum of Cost Total |
|--|---------------------|
| 1 | £ 8,125.00 |
| luminaires | £ 2,000.00 |
| luminaires | £ 2,000.00 |
| vehicle deck | £ 2,000.00 |
| movement joints | £ 2,000.00 |
| walls : external linings/finishes | £ 4,125.00 |
| brick | £ 4,125.00 |
| 2 | £ 47,486.00 |
| CCTV | £ 15,000.00 |
| CCTV | £ 15,000.00 |
| ceiling ; finishes | £ 340.00 |
| finishes | £ 340.00 |
| planting : trees | £ 500.00 |
| trees | £ 500.00 |
| vehicle deck | £ 29,650.00 |
| asphalt | £ 6,500.00 |
| drainage | £ 1,000.00 |
| movement joints | £ 18,400.00 |
| reinforced concrete structure | £ 3,750.00 |
| walls : structure | £ 1,996.00 |
| brickwork | £ 970.00 |
| movement joints | £ 1,026.00 |
| 3 | £ 153,220.00 |
| luminaires / wiring | £ 141,000.00 |
| luminaires | £ 141,000.00 |
| redecorations : generally | £ 9,500.00 |
| previously painted surfaces | £ 9,500.00 |
| redecorations : internally | £ 720.00 |
| previously painted surfaces | £ 720.00 |
| Signs | £ 2,000.00 |
| Signs | £ 2,000.00 |
| 4 | £ 122,220.00 |
| vehicle deck | £ 122,220.00 |
| asphalt | £ 122,220.00 |
| Grand Total | £ 331,051.00 |

Appendix C

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|---|---|--------|-----------------|--|
|  Lewes District Council www.lewes.gov.uk Estates & Valuation Services | 16 West Street, Lewes | | | N  |
| | 541532/110245 | DP 046 | SCALE: 1:625 | PLAN NO. E041/15 |
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