

**Mandate Proposal
Castle MSCP**

Introduction and background

Castle multi-story car park is located on Sydenham Road in Guildford. It features a roof-top restaurant and a number of architectural 'turrets' on each corner of the structure.

A routine condition survey identified an issue with the timber cladding to the steel framed turrets. Rectifying this was the subject of a capital bid from the Car Park Maintenance Reserve in 2019 for implementation during last financial year.

More detailed investigations determined that gaining access to the turrets to undertake repairs is going to be much more complicated and expensive than originally envisaged, which has effectively stalled the project.

1. Why should a project be started, or growth bid considered now?

The problem identified by the condition survey remains and presents a potential health and safety risk to the public.

2. What is the good idea or problem to be solved?

The top of the car park structure features five 'turrets', which comprise steel frames finished with timber cladding. Four of the turrets are enclosed to form various useable spaces whilst one is an open frame around a generator enclosure.

A routine condition survey described some areas of rot to the timber cladding, which prompted a concern that it may fall from the structure. More detailed investigations during 2020 revealed that the extent of the rot is not currently so severe as to present an immediate risk but that it will require attention to prevent that situation arising in the near future.

Access to the turrets is extremely difficult, being located either six or seven stories above ground level. The external faces of the car park structure also form the site boundaries on all sides. Where space permits, some areas can be accessed from large mobile working platforms, but others will require scaffolding, and all will require permission from either private landowners or the Highways Authority.

3. What will be delivered? What are the success criteria? What is the purpose of the project?

The purpose of this project is to eliminate the potential risk of rotten timber cladding falling from the top of the car park structure. The cladding forms part of the aesthetic of the roof-top restaurant and so can't be removed completely, and so it is proposed to replace it with a maintenance free substitute. This will eliminate the need for expensive and complicated temporary access arrangements in the future.

4. What priority, corporate objective or strategy is fulfilled by this project?

The proposed work does not specifically address a corporate objective or strategy. It does, however, resolve a potential health and safety concern.

5. What are the strategic options available to GBC to deliver a solution?

As a project designed to repair and maintain an existing structure, there are few alternatives to affecting a repair in the manner described.

Whilst the option of doing nothing always exists, there would be an increasing risk of failure and given the height of the structure, the resulting potential for injury or death to members of the public.

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| 6. Who are the lead Director and Service Manager and portfolio Holder (Cllr) who will lead and direct the project and use the products in live service |
| <p>Whilst the asset forms part of the Customer, Case and Parking portfolio, the work will be managed and undertaken by building surveyors of the Asset Management team. As such, the relevant leads for that team are as follows:</p> <p>Dawn Hudd –Strategic Services Director Marieke van der Reijden –Head of Asset Management</p> |
| 7. What impact assessments have been undertaken? What are the impacts on other service leaders or projects? |
| Not applicable. |
| 8. What general approach will be taken to deliver? |
| The project will be delivered in-house by the Building Surveying team. |
| 9. When and why must the work/project start? |
| <p>We are monitoring the cladding for signs of deterioration, but it is impossible to predict with certainty when any of it may fail. There are ongoing influences from the weather, particularly the significant rainfall instances that we have experienced over the last few years. In that context, we can only recommend that the work is undertaken as soon as possible.</p> <p>The exposed nature of the work dictates that it must be undertaken between the spring and autumn months.</p> |
| 10. What stakeholders will need to be involved? |
| <p>We will co-ordinate the work with our Parking team colleagues and the tenants of the roof-top restaurant.</p> <p>We will liaise with adjacent landowners and the Highways Authority to obtain the necessary permissions to erect temporary access equipment.</p> |
| 11. What resources (internal and external) are needed to consider this mandate and to develop the business case or progress this request? |
| <p>The work will be designed and managed by a building surveyor in the Asset Management team.</p> <p>Input will be required from our colleagues in Procurement to assist with tendering for the work.</p> <p>Input will be required from our Legal colleagues in connection with arranging access equipment permits and for putting the necessary works contracts in place.</p> <p>We will require the services of an external CDM coordinator to oversee compliance with the Construction (Design and Management) Regulations 2015.</p> |

12. What are your best estimates for the Whole Life Costs of this request or investment proposed? Split by capital, revenue and income stream/savings for this and future years.

The following breakdown represents the design of the repair work, undertaking the work itself and release of retention 12 months after completion.

The figures include the £60k previously agreed via capital bid in 2019.

| Year | Capital Total (£) | Revenue Total (£) | Income Total (£) |
|-----------------|-------------------|-------------------|------------------|
| 2022/23 | 145,000 | | |
| 2023/24 | 5,000 | | |
| Choose an item. | | | |
| Choose an item. | | | |
| TOTAL | 150,000 | | |

12a. For projects, what are the potential resource costs to progress to the next stage/gate?

Subject to financial approval, the next stage of this project is to design the repair works and seek the necessary approvals to enable the work to proceed. For that we will require officer time together with some input from external consultants. We estimate the cost of this exercise to be in the region of £5-£10k.

13. What are the strategic Issues, Assumptions, Constraints, Dependencies, Opportunities, Risks

Issue –

One of the five turrets to be repaired lies within the demise of the roof-top restaurant and its repair is the responsibility of the tenant. The complex nature of the repair makes it impractical to undertake this work alone and we have provisional agreement for them to contribute to the total cost of these works.

Assumptions –

- That permission to erect access equipment will be forthcoming from the various adjacent landowners.
- That funding for this work will be available from the Car Park Maintenance Reserve rather than the General Fund.

Constraints –

- Because of the height of the structure and the exposed nature of the working areas, this work will be very weather dependent. Significant wind or rain will have a detrimental impact on the ability to complete the work and it is for this reason that it must be undertaken during the summer and autumn months.
- The constrained nature of the site makes the work more difficult to implement.

Risks –

There are a number of broad risks associated with the project beyond those normally attributed to construction work:

- The cladding may deteriorate to the point that it becomes unsafe. Whilst we consider this to be unlikely in the short term, we are periodically monitoring the structure and will implement temporary measures should the need arise.
- It is difficult to determine the exact extent of the work required until it is possible to more closely access all areas of work. This is mitigated by contingency allowances in this proposal.
- The work is very susceptible to the effects of poor weather. This is mitigated by project planning to take advantage of the typically drier months but also by contingency allowances in this proposal.

14. Reviewer List:

Involved or sighted so far and to be updated on changes:

- Marieke van der Reijden, Head of Asset Management

Next to be consulted:

- Vicky Worsfold, Lead Specialist (Finance) & Deputy s151 Officer
- Edward Meyrick, Head of Customer, case and Parking

15. CMT Direction

Next steps: Not applicable