



REPORT OF:	HEAD OF PROPERTY
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TO:	EXECUTIVE
DATE:	10 SEPTEMBER 2015
EXECUTIVE MEMBER:	Councillor Natalie Bramhall

KEY DECISION REQUIRED:	YES
WARD (S) AFFECTED:	Reigate Central

SUBJECT:	REIGATE TOWN HALL, PARKING EXPANSION
RECOMMENDATIONS:	
<p>(i) the Head of Property Services be authorised in consultation with the Executive Member for Property and Regeneration to make all necessary consultant and construction contractor appointments to commence and complete the construction project of providing new car parking on the Town Hall site, subject to all costs associated with the project not exceeding the budget of £185,000; and</p> <p>(ii) the Capital programme be revised to provide the funding for this development, estimated at £185,000.</p>	
REASONS FOR RECOMMENDATIONS:	
<p>Developing Council owned sites maximises the Council's capital receipts and/or revenue income without the need of acquiring fully developed sites at premium prices. This additional car parking will support the revenue generating proposals and lettings that the Council has achieved on the Town Hall site to commercial and public sector organisations.</p>	
EXECUTIVE SUMMARY:	
<p>A comprehensive investigation has been undertaken into the viability of expanding the car parking capacity at the Town Hall Site. The expansion would include 2 separate construction projects and planning permission for both projects has now been obtained subject to conditions and a copy of the site plans are appended to this report in Annex A.</p> <p>Construction works proposed comprise:</p> <ul style="list-style-type: none"> • Surfacing • Drainage Installation • Lighting Installations • Soft Landscaping <p>The plans will create an additional twenty nine spaces on the town hall site and the two projects are anticipated to take four months. The short period of time when car parking on</p>	

the Red Cross site will be lost will be substituted with Bancroft Road Multi Storey Car Park.

Executive has authority to approve Recommendation (i). Recommendation (ii) requires Full Council approval.

STATUTORY POWERS

1. The Council has no statutory obligation to undertake this work but has general powers of competence under Section 1 Localism Act 2011 to undertake any activity which an individual with full capacity may undertake. This includes improving service provision.
2. The Local Government Act 1972 governs the Council's actions in this respect, which are in accordance with Part 3 (b) of the Council's Constitution.

BACKGROUND

Redcross Car Park

3. The former Redcross hut had been situated on the site off London Road, Reigate, which had previously been used as offices, forming part of the main Town Hall site. This property reached the end of its operational life, was vacated and subsequently used as a store.
4. The site was assessed for its suitability for a residential scheme however; proposals were not suitable on this scheduled ancient monument site.
5. 15 bays had previously been available on Redcross site however following the demolition of the Redcross hut, this number was increased to 28 and following the proposed works, 48 bays will be available.
6. Parking at the Redcross is currently provided on a loose lay stone surface, without street lighting or drainage.

North Car Park

7. An arboricultural and vegetation report has been undertaken to determine whether it would be feasible to extend the north car park of the Town Hall to the north east, bearing in mind its Conservation Area status.
8. A successful planning application was submitted for the development of a triangular 350m² garden area in to car parking to provide a further 9 additional bays. The conditions of the application as detailed by Reigate and Banstead Borough Council's Conservation Officer dictate that a quantity of specific vegetation be introduced to the area to screen off the car park from the road.
9. The car park expansion in this area is proposed in order to offset the 5 parking bays lost by the impending commercial letting of the Cottage at the Town Hall site.

KEY INFORMATION

The proposals

10. The construction works for the two areas of car parking to be expanded have been procured separately to provide best value to the council.

Redcross Car Park

11. It is proposed that:
 - The layout is altered to provide the most efficient design.
 - Upgraded drainage, to provide rainwater attenuation during heavy downfalls.
 - Upgraded street lighting, to provide better visibility for car park users.
 - Upgraded surfacing, to a more slip resistance, durable tarmacadam, finish.
12. Planning permission and scheduled ancient monument consent has been granted to upgrade this facility.
13. The works are programmed to take three months with a three week mobilisation period.
14. Works are estimated to cost £130,000 excluding v.a.t.

North Car Park

15. It is proposed that:
 - The layout is altered to utilise the adjacent grassed area as car parking space.
 - Drainage is installed.
 - A suitable surface be installed and finished with tarmacadam.
 - Compensatory gardening works in lieu of garden reduction.
16. The works are programmed to take two months with a three week mobilisation period.
17. Works are estimated to cost approximately £55,000.

OPTIONS

The Redcross Car Park

18. Do nothing - The car park is left as it is providing 28 spaces. This option is not recommended as 20 additional parking spaces could be realised.
19. Undertake the car park works – This is the recommended option. The works will support the letting strategy on the Town Hall site.

North Car Park

20. Do nothing - The car park is left as it is and the Council would not gain the additional car parking it requires to support its letting policy on the Town Hall site.
21. Undertake the car park works – This is the recommended option. The works will support the letting strategy on the Town Hall site.

LEGAL IMPLICATIONS

22. All procurements for either Consultants or Works Contracts will be undertaken in line with the Council's Contract Procedure Rules.

FINANCIAL IMPLICATIONS

23. The funding source for these works is Capital Expenditure.

24. The cost and the financial implication of this development are covered in this report.

EQUALITIES IMPLICATIONS

25. Providing a facility with better lighting and a sturdy surface will improve the user experience as well as increasing safety. An equalities impact assessment has been undertaken as part of the design done to date.

RISK MANAGEMENT CONSIDERATIONS

26. The discovery of an archeologically significant artefact during excavation works for the installation of the attenuation tank at the Redcross Car Park represents a risk. An archaeologist will carry out a watching brief while excavation works are undertaken.

OTHER IMPLICATIONS

27. No other implication.

CONSULTATION

28. No other consultation is planned.

POLICY FRAMEWORK

29. The recommended option is in line with the Council's priority within the 5 year Corporate Plan to bring expanding business into the Borough as it facilitates the letting of surplus accommodation on the Town Hall site.

Background Papers:

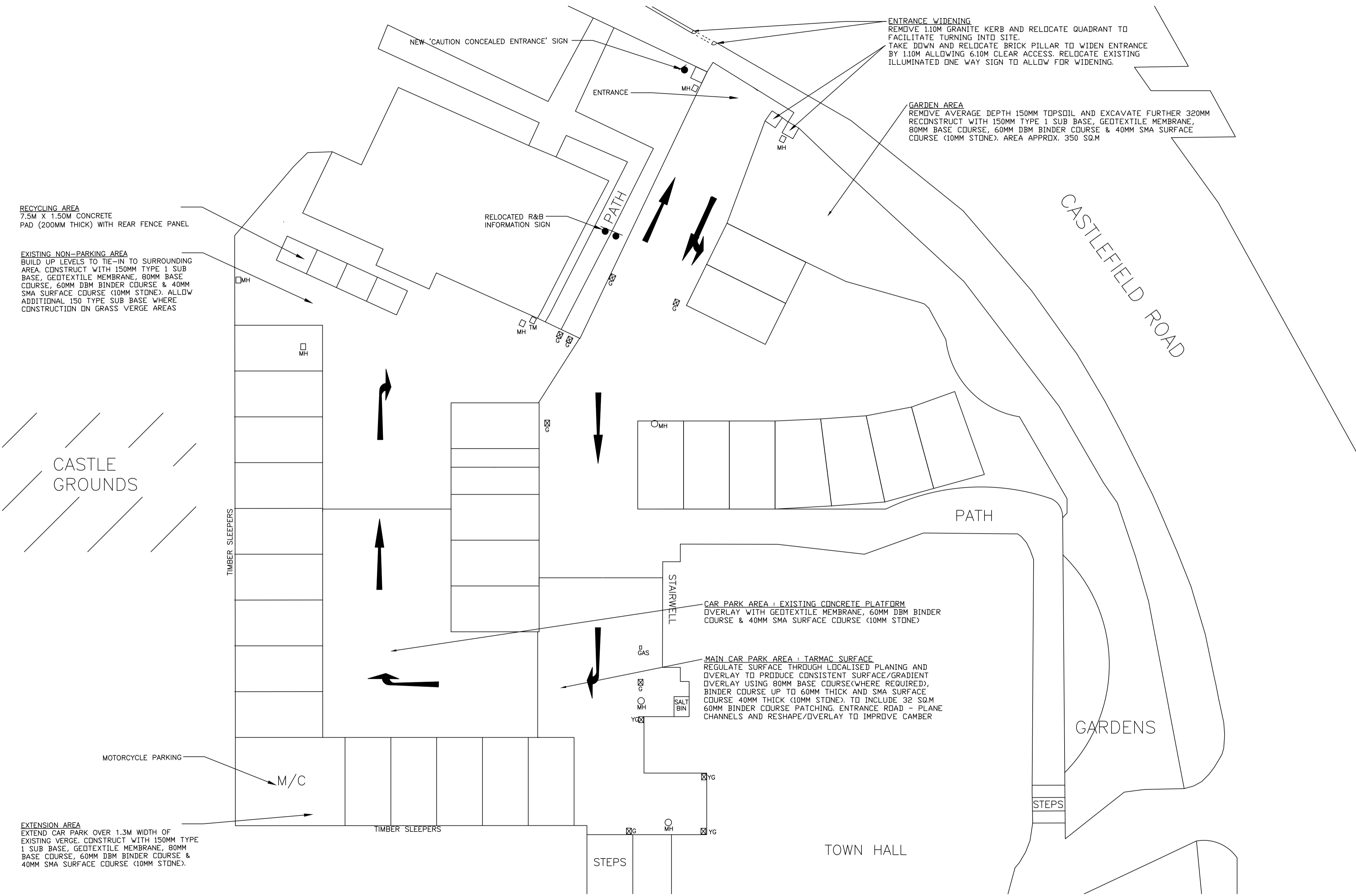
30. Planning permission documents.

Redcross Car Park

<http://planning.reigate-banstead.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=NIXS0TMV00000>

North Car Park

<http://planning.reigate-banstead.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=NKZPPMMVJEL00>



DO NOT SCALE FROM THIS DRAWING.

Original Size-A1

NOTES

SITE CLEARANCE TO REMOVE ALL EXISTING TIMBER SLEEPERS, SHEDS, CYCLE RACKS, TRELIS FENCING AND VEGETATION (NOT SHOWN ON DRAWING)

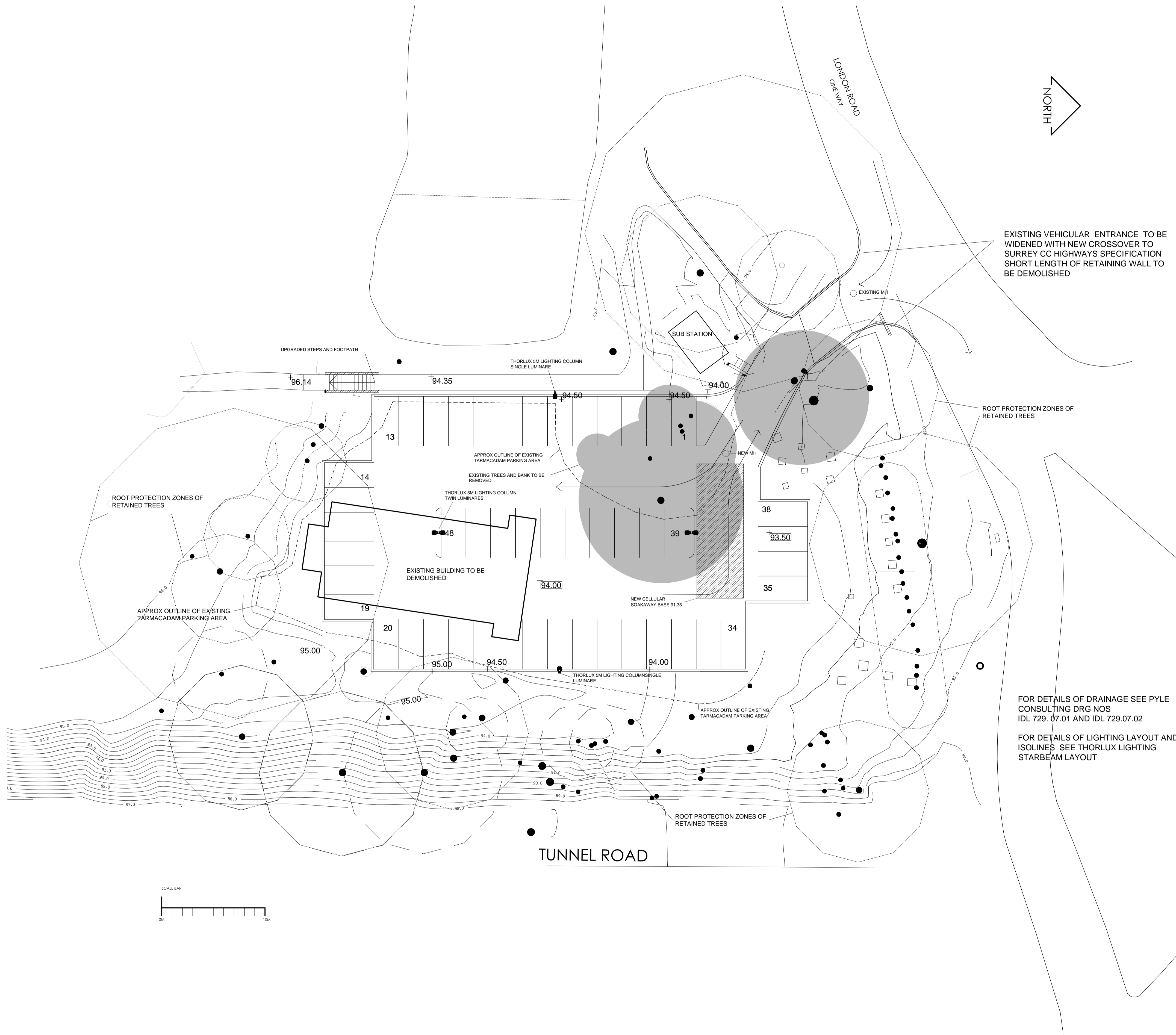
Rev.	Description	Date
Scale 1:100		

Reigate & Banstead
BOROUGH COUNCIL
Banstead | Horley | Redhill | Reigate

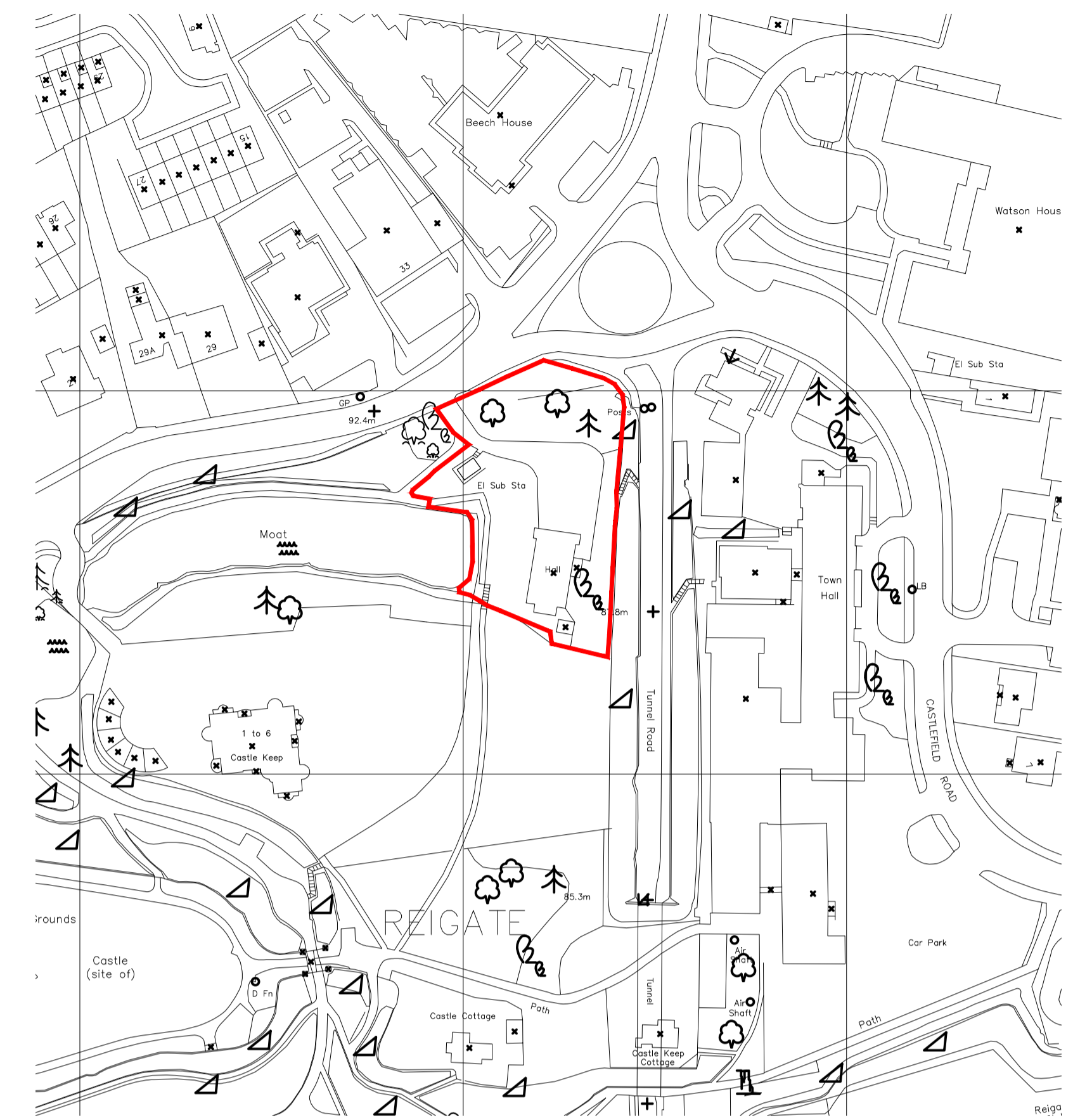
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Drawn by TP	Sig. -	Date 9/10/12
Approved by -	Sig. -	Date -

Project		COPYRIGHT ©	
TOWN HALL, REIGATE NORTH CAR PARK		Project No. 0156	
Drawing		Drawing No.	Rev.
OUTLINE CONSTRUCTION DETAILS		02	B
SHEET 1 OF 1			



SITE PLAN 1:200



SITE LOCATION PLAN 1:1250

client:	REIGATE AND BANSTEAD COUNCIL
project:	PROPOSED CAR PARK
site:	RED CROSS SITE LONDON ROAD REIGATE SURREY
content:	SITE PLAN
date:	JANUARY 2015
scale:	1:200 @ A 1
ALL DIMENSIONS TO BE CHECKED ON SITE DO NOT SCALE	

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