

<b>Committees:</b> Corporate Projects Board - For Decision Project Sub Committee – For Decision Hampstead Heath, Highgate Wood, Queen's Park Committee – For Decision		<b>Dates:</b> 31 January 2019 20 February 2019 13 March 2019
<b>Subject:</b> Queen's Park Sandpit Refurbishment & Public Toilet Rebuild <b>Unique Project Identifier:</b> 12055	<b>Gateway 2:</b> <b>Project Proposal</b> Regular	
<b>Report of:</b> Director of Open Spaces <b>Report Author:</b> Richard Gentry		<b>For Decision</b>

## Recommendations

<div>1. Next steps and Requested decisions</div>	<div><p><b>Project Mission Statement:</b> To provide an accessible and safe public toilet facility, construct a sustainable building which meets the needs of Park users and refurbish the sandpit adjacent to the public toilets.</p><p><b>Approval track:</b> 2. Regular</p><p><b>Next Gateway:</b> Gateway 3/4 - Options Appraisal (Regular)</p><p><b>Next Steps:</b></p><div><div>1.1 To enable the project to move from RIBA stage 2 to RIBA stage 3, developed design.</div><div>1.2 Appoint Consultant(s) to complete structural investigation and if necessary develop further concept designs.</div><div>1.3 Prepare Gateway 3/4 Options Appraisal, providing detailed costs.</div><div>1.4 Finalise developed design RIBA stage 3.</div></div><p><b>Requested Decisions:</b></p><div><div>1.</div><div>Members are asked to approve the initiation of this project, including the £14,000 resources, funded through local risk, and to approve progression of this project to the next stage of the Gateway process.</div></div></div>								
<div>2. Resource requirements to reach next Gateway</div>	<table><tr><th>Item</th><th>Reason</th><th>Funds/ Source of Funding</th><th>Cost (£)</th></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Item	Reason	Funds/ Source of Funding	Cost (£)				
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	Staff time	Project Management,	Local Risk	£5,000
		Structural Engineer	Local Risk	£6,000
		Consultant to develop concept designs for additional single toilet cubicle options	Local Risk	£3,000
	<b>Total</b>			£14,000
<b>3. Governance arrangements</b>	<p><b>3.1 Spending Committee:</b> Hampstead Heath, Highgate Wood and Queen's Park Committee (HHMC).</p> <p><b>3.2 Senior Responsible Person:</b> Bob Warnock, Superintendent, Hampstead Heath</p> <p><b>3.3 Project Board:</b> This project would be managed through the Open Spaces Department, Hampstead Heath Division, Capital Projects Board.</p>			

## Project Summary

<b>4. Context</b>	<p>4.1 The Queen's Park Public Toilets are located adjacent to the Play Area in the south west corner of the Park. The building dates back to the 1980s when the Play Area was redeveloped.</p> <p>4.2 The current toilet facility is accessible from the Park, but not the Play Area, and is gender specific. With a mix of cubicles, urinals and an accessible toilet on the Gentleman's side and cubicles and an accessible toilet on the Ladies' side. Both have baby changing tables available.</p> <p>4.3 Following the June 2017 Queen's Park Consultative Group (QPCG) meeting and the subsequent finding of movement in the building in September 2017, the QPCG suggested that this was an opportunity to consider a more ambitious project be undertaken to either refurbish or rebuild the toilet.</p> <p>4.4 The QPCG asked that the City of London Corporation consider the opportunity of a new build toilet facility to provide access from the Park and Play Area.</p> <p>4.5 The QPCG had previously commented that the view of the wider community was that the toilets were not of a standard expected in a public park managed by the City of London Members felt that a facility with longevity would be the most cost effective solution.</p>
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	<p>4.6 Single point of access to the existing toilets presents safeguarding issues for parents/carers with multiple children using the Play Area.</p> <p>4.7 Lack of suitable toilets and changing provision for children and babies.</p> <p>4.8 The sandpit and the play equipment within the play area is failing and beyond economical repair.</p> <p>4.9 This project will deliver a toilet facility and a sandpit which will accommodate the potential increase in visitor / user numbers.</p> <p>4.10 Following consultation with the City Surveyor's Department, they have advised the Open Spaces Department that they consider the toilet facilities to be fit for purpose and it would continue to be maintained through the Cyclical Works Programme.</p>
5 <b>Brief description of project</b>	<p>5.1 To provide an accessible and safe public toilet facility which is in keeping with the character of the Park with direct access from the Play Area.</p> <p>5.2 Construct a sustainable building which meets with the needs of Park users and the wider community now and in the future.</p> <p>5.3 Refurbish the sandpit adjacent to the public toilets, to provide a safe, accessible environment for challenging play and appropriate level of risk to support learning and development.</p>
6 <b>Consequences if project not approved</b>	<p>6.1 Items of play equipment in the sandpit have reached the end of their serviceable life and the facility would have to be closed due to a potential Health and Safety risks.</p> <p>6.2 The demand for public toilets facilities and outdoor play space is increasing as a consequence of the significant increase in housing and development in Brent and the impact that this is having on Queen's Park. As the Park continues to see an increase in visitors the toilet provision and the sandpit will fail to meet the increased demand from its users.</p> <p>6.3 There is a risk to the City of London's reputation. The opinion of local stakeholders suggests the current provision of facilities does not meet with their expected standards.</p> <p>6.4 The public toilet is maintained through the current Cyclical Works Programme. The City of London will be required to increase their budget for ongoing maintenance costs as the facility and its fixtures deteriorate.</p>
7 <b>SMART Project Objectives</b>	<p><b>Specific</b> – Provide facilities which are accessible, safe and easily maintained. Provide sustainable facilities that are in character with the open space environment. Provide a play space which is challenging with the appropriate level of risk.</p>

	<p><b>Measurable</b> – The Park and its facilities are relevant and accessible to a more diverse range of users, measurable through a user / visitor survey.</p> <p><b>Assignable</b> – The project for the rebuild of the toilets and the redevelopment of the sandpit will be led by the City Surveyor's Dept.</p> <p><b>Realistic</b> – Facilities which meet with the aspirations of the local community, Park users and wider audience. Giving access to the toilet facility from the play area and from the Park and providing a sandpit which is challenging and offers good play value.</p> <p><b>Time-related</b> – Full project delivery, January 2019 – April 2021. December 2020 – April 2021 (construction phase RIBA 5, 6 and 7)</p>
<b>8 Key Benefits</b>	<p>8.1 Increased user / visitor satisfaction by providing suitable facilities.</p> <p>8.2 Improving the user/visitor experience, measured in terms of user satisfaction, e.g. delivering a toilet facility which is of a high standard, safe, clean and hygienic.</p> <p>8.3 Improving the City of London's reputation and reducing reputational risk, e.g. less complaints.</p> <p>8.4 Improved quality of facilities and services, receiving positive feedback from users / visitors to the Park.</p> <p>8.5 Improved safeguarding of children by them having direct access to a toilet facility from the play area, measured through user satisfaction and reduction in complaints received.</p> <p>8.6 Reduce resource required to maintain toilet facility.</p> <p>8.7 Reduction in energy costs.</p> <p>8.8 The proposed roof area would be fitted with a solar Photovoltaic (PV) Cells and will seamlessly connect into the existing electrical network.</p> <p>8.9 Installing solar PV will reduce energy bills but it also has a significant impact on reducing greenhouse gas emissions, specifically carbon dioxide, which is directly linked to heat usage.</p> <p>8.10 With an installation of the proposed size producing 6271.65kWh per annum, there will be a reduction of 3255 kg of CO2 emitted.</p>
<b>9 Project category</b>	7a. Asset enhancement/improvement (capital)
<b>10 Project priority</b>	B. Advisable

11 <b>Notable exclusions</b>	None noted
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### **Options Appraisal**

12 <b>Overview of options</b>	<p>The options are:</p> <p>12.1 Value engineer the project as a whole by adding a single toilet cubicle at the rear of the toilet block, accessible from the sandpit, refurbish the existing building and redevelop the sandpit. This is the least expensive option, delivering an accessible toilet facility from the sandpit. This option does not meet with the aspirations of the QPCG or the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHMC). This is the least expensive option and is estimated to be £150K including the redevelopment of the sandpit.</p> <p>12.2 Refurbish the toilet building and the sandpit, value engineering the proposed designs. This was not the preferred option of the QPCG or the HHMC. This option was recommended to the HHMC on the 28 November 2018. However, the HHMC agreed to progress option 12.3.</p> <p>12.3 Rebuild the toilet building and refurbish the sandpit, value engineering the proposed designs. This is the most costly option and is the preferred option of both the QPCG and the HHMC. This option was approved at the HHMC on 28 November 2018. This option delivers a sustainable, modern and efficient toilet building and a sandpit which provides challenging play, with a suitable level of risk, learning and development. This is the most expensive option and is estimated to be £470K.</p>
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### **Project Planning**

13 <b>Delivery Period and Key dates</b>	<p><b>Overall project:</b> January 2019 – April 2021</p> <p><b>Key dates:</b></p> <ul style="list-style-type: none"> <li>○ G 1/2 January - March 2019</li> <li>○ G 3/4, target May 2019</li> <li>○ Appoint consultant team, target July 2019</li> <li>○ Design Work complete, October 2019</li> <li>○ Works procurement complete, target December</li> <li>○ Planning approval obtained January/February 2020</li> <li>○ Lead in end March 2020</li> <li>○ Start on site Dec 2020/April 2021</li> <li>○ Completion April 2021</li> <li>○ RIBA stages 6/7 April/May 2021</li> </ul>
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	<b>Other works dates to coordinate:</b> <i>None known at this time.</i>
<b>14 Risk implications</b>	<p><b>Overall project risk:</b> Low</p> <p>14.1 Inability to secure funding through the City of London or externally.</p> <p>14.2 Planning consent refused by the London Borough of Brent. The Park is within a conservation area.</p> <p>14.3 Weather impacts on the construction phase of the project.</p> <p>14.4 Unknown / unforeseen utility services beneath the existing building, play area, cause delay and/or increase costs.</p> <p>14.5 Local community aspirations are not met, potential reputational risk to the City of London.</p>
<b>15 Stakeholders and consultees</b>	<p>15.1 Queen's Park Consultative Group</p> <p>15.2 Hampstead Heath, Highgate Wood and Queen's Park Committee</p> <p>15.3 City Surveyor's Department</p> <p>15.4 Chamberlain's Department</p> <p>15.5 Media and Communications Team.</p> <p>An Equality Impact Assessment will be undertaken for the project, results will be reported on a date TBC.</p>

### **Resource Implications**

16 <b>Total estimated cost</b>	<b>Likely cost range:</b> This is for a range of options - £150K to £470K (see commentary in Section 12.)													
17 <b>Funding strategy</b>	Choose 1: No funding confirmed	Choose 1: Mixture - some internal and some external funding												
	<table><tr><td><b>Funds/Sources of Funding</b></td><td><b>Cost (£)</b></td></tr><tr><td>Local Risk (City Cash)</td><td>£25,000</td></tr><tr><td>Cyclical Works Programme 19/20</td><td>£35,000</td></tr><tr><td>Other sources of funding to be explored*</td><td>£410,000</td></tr><tr><td></td><td></td></tr><tr><td><b>Total</b></td><td><b>£470,000</b></td></tr></table>		<b>Funds/Sources of Funding</b>	<b>Cost (£)</b>	Local Risk (City Cash)	£25,000	Cyclical Works Programme 19/20	£35,000	Other sources of funding to be explored*	£410,000			<b>Total</b>	<b>£470,000</b>
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	<b>Total</b>	<b>£470,000</b>												
*There is no existing financial provision to meet the cost of this project and it is therefore currently unfunded. Resources to deliver this project will be subject to a request to the Resource Allocation Sub Committee and will be subject to prioritisation														

	against other competing bids in the context of the City's cash medium term financial plans.
<b>18 Investment appraisal</b>	Not applicable, although the design of the facility would aim to achieve a reduction in the ongoing costs of maintenance and resource through the Cyclical Works Programme and staff time, e.g. cleaning of the toilet facility. .
<b>19 Procurement strategy/Route to Market</b>	<p>19.1 The Open Spaces Dept, Hampstead Heath Division will work with the City of London Procurement Team. A point of contact is to be confirmed within this team.</p> <p>19.2 The project will be delivered working in collaboration with both internal and external stakeholders. Where necessary, specialist contractors will be required to quote for works.</p> <p>19.3 Competitive tender processes will be carried out for the works to be completed at the toilet building and the sandpit.</p>
<b>20 Legal implications</b>	<p>20.1 The City of London has the power to provide recreational facilities and public conveniences at Queen's Park under section 76 of the Public Health Acts Amendment Act 1907 and section 19 of the Local Government (Miscellaneous Provisions) Act 1976.</p> <p>20.2 Planning permission for the proposals will be required from the local planning authority. Queen's Park is within a conservation area.</p>
<b>21 Corporate property implications</b>	<p>21.1 The proposal aligns with the Corporate Property Asset Management Strategy 2017-18, in particular:</p> <ul style="list-style-type: none"> <li>Operational assets remain in good, safe and statutory compliant condition.</li> <li>Operational assets are fit for purpose and meet service delivery needs.</li> </ul> <p>21.2 However, the proposal does not align with a further key objective of the Corporate Property Asset Management Strategy, in that: Capital and revenue projects are affordable, sustainable, prudent and directed to the highest Corporate priorities.</p> <p>21.3 The City Surveyor's Department have expressed their opinion that the toilet facility, although not providing access from the play area, is fit for purpose and continues to be maintained through the Cyclical Works Programme.</p>
<b>22 Traffic implications</b>	None
<b>23 Sustainability and energy implications</b>	23.1 The proposed roof area would be fitted with a solar PV system, assumed to be facing due South East/North West, at a pitch of 15° with no known shading, subject to planning (if required), structural survey and electricity network operator

	<p>approval, and will seamlessly connect into the existing electrical network.</p> <p>23.2 Installing solar PV will reduce energy bills but it also has a significant impact on reducing greenhouse gas emissions, specifically carbon dioxide, which is directly linked to heat usage.</p> <p>23.3 With an installation of the proposed size producing 6271.65kWh per annum, there will be a reduction of 3255 kg of CO2 emitted.</p>
<b>24 IS implications</b>	None
<b>25 Equality Impact Assessment</b>	An equality impact assessment will be undertaken.
<b>26 Data Protection Impact Assessment</b>	The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken

## **Appendices**

<b>Appendix 1</b>	Project Briefing
<b>Appendix 2</b>	
<b>Appendix 3</b>	

## **Contact**

<b>Report Author</b>	Richard Gentry
<b>Email Address</b>	<a href="mailto:richard.gentry@cityoflondon.gov.uk">richard.gentry@cityoflondon.gov.uk</a>
<b>Telephone Number</b>	020 7332 3322