

# Project Coversheet

## [1] Ownership & Status

**UPI:** 12195

**Core Project Name:** Baynard House Car Park – Ventilation & Smoke Clearance System

**Programme Affiliation** (if applicable):

**Project Manager:** Chris Sharpe

### Definition of need:

- This is an 'Essential Project – addressing Health and Safety Risks. Currently we are aware that the ventilation system is sub-standard; a review of all car parks was undertaken in light of the car park fires in Liverpool in 2017.
- Options for phasing the installation of the ventilation to satisfy TFL's requirements have been reviewed and found to not be possible due to the adverse impact on the building fire strategy
- CoL has statutory obligations to address the ventilation for normal operational use and fire risk,
- Ventilation of car parks is recommended in order to limit concentrations of carbon monoxide (CO) and other vehicle emissions in the day-to-day use of car parks and to remove smoke and heat in the event of a fire.
- The existing ventilation system is no longer operational, the fans are obsolete, it is critical that ventilation is reinstated to control the amount of potentially harmful airborne pollutants present in the car park.
- There is no means to dissipate heat and smoke and the current state of the carpark facilities could potentially be considered a Health and Safety at Work Act contravention.
- Air quality is Corporate Risk 21, so facilitation of electric vehicles operating in the City contributes to addressing that risk.
- We are in partnership with TfL for delivery of the rapid charge points in Baynard House; TfL have installed a new substation to support these works. TfL can't commission the new fast EV chargers until the new ventilation system is operational.

### Key measures of success:

- 1) Fire Risk and ventilation for normal operation is addressed adequately within Baynard House car park, in compliance with the Health and Safety at Work Act.
- 2) Work commenced to enable the introduction of electric vehicle charge points in Baynard House.
- 3) Higher proportions of Electric Vehicles in the City, contributing to the overall improvement in air quality.

**Expected timeframe for the project delivery:** February 2021 to August 2021

### Key Milestones:

- 1) Place order for main contract including long lead-in items
- 2) Start on site; enabling works
- 3) Start on site; Mechanical plant installation
- 4) Completion

**Are we on track for completing the project against the expected timeframe for project delivery?** Y

<If not, what has caused this and what officer action has/is being taken?>

**Has this project generated public or media impact and response which the City of London has needed to manage or is managing?**

This project has high reputational impact as it will enable the partnership delivery with TfL, of Electric Vehicle charging infrastructure which is strongly supported by members, particularly Port Health Environmental Services and Planning & Transportation. Implementation of the project will enable the City and TfL to support the transition to electric vehicles and this location will support the taxi trade in particular, helping to address CR21 Air Quality on the Corporate Risk Register. Delivery of this will be a positive and high profile news story for the City, TfL/GLA and support the taxi trade which has transitioned to electric taxis.

**[2] Finance and Costed Risk****Headline Financial, Scope and Design Changes:**

**'Project Briefing' G1 report (as approved by Chief Officer xx/yy/zz): Not applicable due to initial report submitted as combined GW 1-4**

**'Project Proposal' G2 report (as approved by PSC xx/yy/zz): Not applicable due to initial report submitted as combined GW 1-4**

**'Options Appraisal and Design' G3-4 report (as approved by PSC 16/12/19):**

- Total Estimated Cost (excluding risk): 647,000
- Resources to reach next Gateway (excluding risk): 37,000
- Spend to date: Nil
- Costed Risk Against the Project: Nil
- CRP Requested: Nil
- CRP Drawn Down: N/A
- Estimated Programme Dates: April 2020 to August 2020

*Scope/Design Change and Impact:***'Authority to start Work' G5 report (as approved by PSC xx/yy/zz):**

- Total Estimated Cost (excluding risk):
- Resources to reach next Gateway (excluding risk):
- Spend to date:
- Costed Risk Against the Project:
- CRP Requested:
- CRP Drawn Down:
- Estimated Programme Dates:

*Scope/Design Change and Impact:* Since approval at GW4, one floor of the car park has been earmarked for use by a corporate occupier, with fit out works currently being undertaken.. Associated architectural changes required Computational Fluid Dynamic Design Calculations to be run again, which delayed the tender process by around 9 months. Extended lead-in times are due to Brexit and COVID, leading to estimated completion date put back by 12 months

**Total anticipated on-going commitment post-delivery [£]:<Current Range>  
Programme Affiliation [£]: N/A**