

Committees: Corporate Projects Board - for decision Project Sub Committee – for decision Markets Committee – for decision	Dates: Delegated Authority 23 February 2021 10 March 2021
Subject: Smithfield Market Car Park – Sprinkler and fire door remedial works (CS Ref – 045/21) Unique Project Identifier: <i>PV ID: 12259</i>	Gateway 2: Project Proposal Light
Report of: City Surveyor Report Author: Jessica Lees	For Decision
<h1>PUBLIC</h1>	

Recommendations

1. Next steps and requested decisions	<p>Project Description: <i>This project will carry out essential fire door and sprinkler head replacement at Smithfield Market Car Park.</i></p> <p>Next Gateway: Gateway 3/4 - Options Appraisal (Regular)</p> <p>Next Steps: <i>To get a detailed survey to provide options at gateway 3/4</i></p> <p>Funding Source: <i>'In principle' funding of up to £150,000 was approved by Resource Allocation Sub and Policy and Resources Committees in December 2019 as part of the 2020/21 annual capital bid round to be met from City's Cash Reserves.</i></p> <p>Requested Decisions:</p> <ol style="list-style-type: none"> 1. That a budget of £20,000 is approved to carry out detailed surveys to reach the next Gateway. 2. To note the total estimated cost of the project of £120,000 (excluding risk). 3. To note that there is a Costed Risk of £30,000 (post-mitigation). 4. To note that the total estimated cost of the project of £150,000 (including risk).
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	5. To note that 'in principle' central funding from City Cash reserves was agreed as part of the 2020/21 annual capital bids.																												
2. Resource requirements to reach next Gateway	<table border="1"> <thead> <tr> <th data-bbox="528 338 762 479">Item</th> <th data-bbox="762 338 1023 479">Reason</th> <th data-bbox="1023 338 1249 479">Funds/ Source of Funding</th> <th data-bbox="1249 338 1401 479">Cost (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 479 762 658">Consultant services engineer</td> <td data-bbox="762 479 1023 658">To carry out detailed inspection and surveys</td> <td data-bbox="1023 479 1249 658">City Cash Reserves</td> <td data-bbox="1249 479 1401 658">£12,000</td> </tr> <tr> <td data-bbox="528 658 762 801">Fire consultant</td> <td data-bbox="762 658 1023 801">To carry out fire compartment/ fire door survey</td> <td data-bbox="1023 658 1249 801">City Cash Reserves</td> <td data-bbox="1249 658 1401 801">£3,000</td> </tr> <tr> <td data-bbox="528 801 762 1093">R&D asbestos survey</td> <td data-bbox="762 801 1023 1093">Survey to locate and identify all asbestos-containing materials (ACMs)</td> <td data-bbox="1023 801 1249 1093">City Cash Reserves</td> <td data-bbox="1249 801 1401 1093">£2,000</td> </tr> <tr> <td data-bbox="528 1093 762 1196">Other</td> <td data-bbox="762 1093 1023 1196">Planning/ building control</td> <td data-bbox="1023 1093 1249 1196">City Cash Reserve</td> <td data-bbox="1249 1093 1401 1196">£1,500</td> </tr> <tr> <td data-bbox="528 1196 762 1308">Staff costs</td> <td data-bbox="762 1196 1023 1308">Project management</td> <td data-bbox="1023 1196 1249 1308">City Cash Reserve</td> <td data-bbox="1249 1196 1401 1308">£1,500</td> </tr> <tr> <td data-bbox="528 1308 762 1375">Total</td> <td data-bbox="762 1308 1023 1375"></td> <td data-bbox="1023 1308 1249 1375"></td> <td data-bbox="1249 1308 1401 1375">£20,000</td> </tr> </tbody> </table>	Item	Reason	Funds/ Source of Funding	Cost (£)	Consultant services engineer	To carry out detailed inspection and surveys	City Cash Reserves	£12,000	Fire consultant	To carry out fire compartment/ fire door survey	City Cash Reserves	£3,000	R&D asbestos survey	Survey to locate and identify all asbestos-containing materials (ACMs)	City Cash Reserves	£2,000	Other	Planning/ building control	City Cash Reserve	£1,500	Staff costs	Project management	City Cash Reserve	£1,500	Total			£20,000
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3. Governance arrangements	<ul style="list-style-type: none"> • Markets Committee • Senior Responsible Officer – Mark Sherlock, Superintendent, Smithfield Market • A project board is not required as this is a regular project and works are not considered complex or to impact on a high number of stakeholders • Project Manager to be allocated once the gateway 2 report has been approved • The project will be progressed by the City Surveyor's Department (CSD) in conjunction with the Department of Built Environment. 																												

Project Summary

4. Context	<p>4.1 Most recent fire risk assessment for Smithfield car park has identified several fire risks where fabric and mechanical and electrical remedial actions are required to be carried out.</p> <p>4.2 The car park contains several electrical vehicle charge points, which are deemed higher risk with recent guidance on installation of fast, rapid and super vehicle charging units it is essential that fire actions are addressed to ensure the safety within the car park.</p> <p>4.3 The work identified is in line with the forward maintenance plan for the property.</p> <p>4.4 If the work is not carried out, then the car park is at risk of closure.</p>
5. Brief description of project	<p>5.1 The project will replace fire doors where required.</p> <p>5.2 The project will also replace sprinkler heads to be identified within a statutory 25 year inspection .</p> <p>5.3 These works are currently not covered by existing projects.</p>
6. Consequences if project not approved	<p>6.1 If deferred the site will continue to be an increased risk that a fire would have significant consequences. Given the public awareness of the Grenfell Tower fire as well as the King's Dock car park fire next to the Echo Arena in Liverpool in 2017, there is a public expectation that local authorities are doing all they can to mitigate fire risk in their buildings</p> <p>6.2 The current installations have been identified as actions on the car park risk assessments which links into the car parks life care plans.</p> <p>6.3 Local authorities are required to ensure their premises are fundamentally safe and fit for purpose. The review of the Echo Arena fire highlighted the implications of a fire spreading rapidly from vehicle to vehicle & floor to floor, accelerated by the failure of plastic fuel tanks. This re-emphasised the need for effective sprinkler systems, ventilation and fire management procedures to underpin an integrated risk management plan.</p> <p>6.4 If Smithfield car park was closed due to not meeting the required standards identified, the City could lose a projected £752,000 per annum based upon 2021/22 budgeted income.</p>

<p>7. SMART project objectives</p>	<p><i>What is the project required to achieve? Highlight a few objectives. These may be derived from your measures of success as described in your Project Briefing.</i></p> <ul style="list-style-type: none"> - <i>This project aligns to two key themes within DBE's Business Plan, namely:</i> <ul style="list-style-type: none"> • <i>Creating a welcoming seven-day City that is inclusive, safe, clean and easy to move around</i> • <i>Improving the quality and safety of the environment for businesses, workers, residents and visitors</i> - <i>Safe off-street facilities, whether for public parking, consolidation or other uses, remain a key element of the Transport Strategy</i> - <i>To increase fire safety with the installation of a new fire doors and sprinkler heads</i> - <i>Ensuring that our spaces are secure, resilient and well-maintained – Corporate Plan 2018 - 2023</i>
<p>8. Key benefits</p>	<ul style="list-style-type: none"> - <i>To reduce maintenance charges incurred</i> - <i>To provide a compliant building and removal of risk from risk registers</i> - <i>To provide a safe environment for staff, contractors and the general public.</i>
<p>9. Project category</p>	<p>1. Health and safety</p>
<p>10. Project priority</p>	<p>A. Essential</p>
<p>11. Notable exclusions</p>	<p><i>This project has remained separate from the car park fire remedial works due to shorter period works due to take place on site, separate funding envelop and the focus on the sprinkler system at Smithfield Market.</i></p>

Options Appraisal

<p>12. Overview of options</p>	<p><u>Numbered list format</u></p> <p><i>Option1 – Closure of the car park due to not meeting the required standards identified and high risk to the public</i></p> <p><i>Option 2 Replacement of sprinkler heads, replace and repair fire doors where applicable</i></p> <p><i>Option 3 – Replace the car parks sprinkler set in its entirety and replace all fire doors that require replacement</i></p>
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Project Planning

<p>13. Delivery period and key dates</p>	<p>Overall project: <i>Four months from start work on site/ estimated completion date October 2022.</i></p> <p>The project briefing previously estimated a completion date of between June and August 2021, this was on the basis that the project would start on site between May – July 2020. Due to Covid-19 and realignment of priorities during this time, the start on site date is now estimated May 2022 with an estimated completion date of August 2022.</p> <p>Key dates:</p> <table border="1" data-bbox="528 618 1434 1675"> <tr> <td>Gateway 2 approval</td> <td>March 2021</td> </tr> <tr> <td>Produce brief for the survey works</td> <td>April 2021</td> </tr> <tr> <td>Appoint consultants</td> <td>June 2021</td> </tr> <tr> <td>Undertake asbestos R&D survey</td> <td>June 2021</td> </tr> <tr> <td>Gateway 3 - 4 report for approval</td> <td>September 2021</td> </tr> <tr> <td>Finalise tender documents</td> <td>October 2021</td> </tr> <tr> <td>Tender project</td> <td>November 2021</td> </tr> <tr> <td>Tender return</td> <td>December 2021</td> </tr> <tr> <td>Gateway 5 report for approval</td> <td>February 2022</td> </tr> <tr> <td>Place order with contractor</td> <td>March 2022</td> </tr> <tr> <td>Start work on site</td> <td>May 2022</td> </tr> <tr> <td>Project completion</td> <td>August 2022</td> </tr> <tr> <td>Gateway 6 outcome report for approval</td> <td>February 2023</td> </tr> </table> <p>Other works dates to coordinate: None</p>	Gateway 2 approval	March 2021	Produce brief for the survey works	April 2021	Appoint consultants	June 2021	Undertake asbestos R&D survey	June 2021	Gateway 3 - 4 report for approval	September 2021	Finalise tender documents	October 2021	Tender project	November 2021	Tender return	December 2021	Gateway 5 report for approval	February 2022	Place order with contractor	March 2022	Start work on site	May 2022	Project completion	August 2022	Gateway 6 outcome report for approval	February 2023
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<p>14. Risk implications</p>	<p>Overall project risk: Low</p> <p><i>Project risk is low as at early stages of the gateway process.</i></p> <p>The overall project risk may change once detailed surveys are carried out as part of the gateway 2.</p> <p>Please note the current total costed risk (post-mitigation) for the project of £130,000 and covers items such as asbestos.</p>																										

	<p>Further information available within the Risk Register (Appendix 2).</p> <p>We are closely monitoring the state of these facilities to ensure the delay to the intended programme does not materially affect their safety and risk to the public.</p>
15. Stakeholders and consultees	<p>15.1 Department of Built Environment (DBE) – Highways 15.2 Smithfield Market Superintendent – Mark Sherlock 15.3 DBE District Surveyors – Gordon Roy 15.4 Terence Short – Fire Officer, CSD 15.5 DBE parking contractor – SABA</p>

Resource Implications

16. Total estimated cost	<p>Likely cost range (excluding risk): £100,000 - £120,000 Likely cost range (including risk): £120,000 - £150,000</p>							
17. Funding strategy	<p>Choose 1: All funding fully guaranteed</p>	<p>Choose 1: Internal - Funded wholly by City's own resource</p> <table border="1" data-bbox="531 1066 1362 1229"> <thead> <tr> <th>Funds/Sources of Funding</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>City's Cash Reserves*</td> <td>£150,000</td> </tr> <tr> <td style="text-align: right;">Total</td> <td></td> </tr> </tbody> </table> <p><i>*'In principle' funding of up to £150,000 from City's Cash Reserves was approved by Resource Allocation Sub and Policy and Resources Committees in December 2019 as part of the 2020/21 annual capital bid round.</i></p>	Funds/Sources of Funding	Cost (£)	City's Cash Reserves*	£150,000	Total	
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18. Investment appraisal	<p>Annual loss of income if Smithfield were to close is £752,000 (based on 2021/22 budgeted income)</p>							
19. Procurement strategy/route to market	<p><i>The procurement of the Consultants will be run in line with the City of London's procurement code and liaising with the City Procurement Team if necessary.</i></p> <p><i>The works for this project proposed at the next gateway, will at this time be run via the Intermediate Works Framework as a competition to all parties through City Procurement.</i></p>							
20. Legal implications	<p><i>We have a legal duty of care to ensure that the car park is safely managed and maintained from a fire risk perspective.</i></p>							

21. Corporate property implications	<i>This project aligns with the Corporate Property Asset Management Strategy 2020-2025 to ensure that operational assets are maintained in good, safe and statutory compliant condition.</i>
22. Traffic implications	<i>Parking bays will need to temporarily be closed off to enable plant replacement above</i>
23. Sustainability and energy implications	None
24. IS implications	None
25. Equality Impact Assessment	<ul style="list-style-type: none"> <i>An equality impact assessment will not be undertaken</i>
26. Data Protection Impact Assessment	<ul style="list-style-type: none"> <i>The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken</i>

Appendices

Appendix 1	Project Briefing – Fire Safety in Public Car Parks
Appendix 2	Risk Register

Contact

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