



Recreation & Properties **Committee**

You are summonsed to attend a meeting of the Recreation & Properties Committee at the following, place and date.

Date: Tuesday, 25 November 2008

Time: Immediately after the Planning Committee Meeting

Venue: Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 722160

Chairman: Councillor Parsons
The Town Mayor (Councillor Mrs Burton)

Councillors:	Beinhorn	Callow	Mrs S Evans
	Gudgeon	Leighton	Smith
	A R Taylor	C S Winchcombe	

ADDITIONAL **AGENDA ITEM**

REPORT FOR DECISION – HILLWORTH PARK: APPOINTMENT OF LANDSCAPE DESIGNER AND ARCHITECT

Recommendation

That the Committee agree to employ Standing Order 123 which removes the requirement to comply with Standing Orders 113 in the appointment of a Landscape Designer and Architect to progress the stage 2 application to the Heritage Lottery Fund in respect of Hillworth Park.

Purpose of the Report

To employ Standing Order 123 which will allow the Town Council to appoint Claire Glasspoole as Landscape Designer and Digby Rowsell Architects to undertake the Landscape and Architectural design up to Stage 2 submission of the Heritage Lottery Fund's Parks for People programme.

Background

The Heritage Lottery Fund's requirements are that work of a value in excess of £10,000 requires a minimum of three quotations, however if the work is below this figure it is possible to appoint without seeking quotations.

Devizes Town Council's standing order 113 is more rigorous with the threshold requiring quotations from four suppliers being sought being set at £5000.

Standing Order 123 provides that the requirements to comply with standing orders 113 can be removed in certain circumstances where the work is of a specialist nature and special circumstances apply.

The work required in each of the two areas of landscape design and architectural design will not exceed £10,000 but will exceed £5,000.

Claire Glasspoole of Glasspoole Design was appointed to undertake the preliminary work leading up to the Stage 1 application through a competitive quotation process. In the meantime, work has been undertaken with Digby Rowsell Architects on the nature of the design of the building. The two designers have worked closely together and have provided a great deal of advice and support to the applications at greatly reduced rates and, on occasions, free of charge.

It is hoped that the Council can apply for the necessary planning consents prior to the cessation of Kennet District Council as much work and advice has taken place with the Planning Authority to develop the scheme.

To be able to continue to use the two design companies to progress the application to stage 2 will be necessary to allow the Town Council to meet the targets of achieving the planning consents and to be able to submit a stage 2 bid, either in March 2009 or June 2009.

It will be unlikely that these time scales can be achieved if the requirement to obtain 4 quotations is required.

The formal appointment cannot take place until the contract and 'permission to start' has been issued by the Heritage Lottery Fund. It is anticipated that this will be received in the next few days.

Options Considered

To agree the appointment of Claire Glasspoole Design and Digby Rowsell Architects to progress the Stage 2 application to the Heritage Lottery Fund's Parks for People Scheme.

Or

To require 4 quotations to be obtained to commission the required work.

Implications & Risks

Financial and Resource Implications

There are resource implications in preparing specifications for quotation. There is the additional risk that the application might not meet the required timetable and impact on the robustness of the bid.

Legal Implications and Legislative Powers

The public Health Act 1875, Local Government Act 1972, Open Spaces Act 1906 provide for Local Councils to acquire, maintain and manage recreations grounds and public open spaces.

Environmental Implications

Officers are not aware of any environmental implications

Risk Assessment

Failure to submit applications for planning consents to be considered by the existing Planning Authority may result in the application to the Heritage Lottery Fund being delayed or compromised.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

TOWN CLERK