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| <b>Subject:</b>               | <b>RESTORATION OF MAISON DIEU (TOWN HALL), DOVER</b>   |
| <b>Meeting and Date:</b>      | <b>Cabinet – 14 January 2019</b>   |
| <b>Report of:</b>             | <b>Roger Walton, Strategic Director (Operations and Commercial)</b>  |
| <b>Portfolio Holder:</b>      | <b>Councillor Trevor Bartlett, Portfolio Holder for Property Management and Environmental Health</b>   |
| <b>Decision Type:</b>         | <b>Key Decision</b>  |
| <b>Classification:</b>        | <b>Unrestricted</b>  |
| <b>Purpose of the report:</b> | To seek agreement to delegate authority to officers to make the consultant appointments required to progress the project.  |
| <b>Recommendation:</b>        | (1) To note the progress made to date with the development phase of the project, and to agree to delegate authority to appoint the Lead Consultant, Architectural and Contract Administration to the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Property Management and Environmental Health. |

## 1. Summary

- 1.1 Cabinet was advised in September that the Council's application to the Heritage Lottery Fund (HLF) for a development grant towards the costs of the project which seeks to restore the building had been awarded a first-round pass, and resolved to accept the development grant and to approve the match funding contribution for the development phase, leading to the second round application, which needs to be submitted by 2 July 2020.
- 1.2 This report updates Cabinet on the action taken to date to progress with the development phase of the project, and asks Cabinet to agree to delegate authority to appoint the Lead Consultant, Architectural and Contract Administration to the Strategic Director (Operations & Commercial), in consultation with the Portfolio Holder for Property Management and Environmental Health.

## 2. Introduction and Background

- 2.1 As Cabinet is aware, the Council has brought forward proposals for the refurbishment of Maison Dieu, Dover and allocated funds within the Medium Term Financial Plan to support the project. Following the confirmation from HLF in July 2018 of the Council's successful application to the HLF for a grant to support the project, officers have been working on the appointments of the various consultants required to support the project ahead of the second round application, which needs to be submitted in early 2020.
- 2.2 Following a competitive tender process, appointments have been made to the separate roles of Project Co-ordinator & Business Planner & Activity Planner and tenders are being sought for the roles of Interpretation Consultant and Lead Consultant, Architectural and Contract Administration.

2.3 Ingham Pinnock who supported the Council in preparing the bid documentation have been appointed to the roles of Project Co-ordinator & Business Planner & Activity Planner, which has the benefit of providing some continuity building on the work undertaking to date.

2.4 With regards to the appointment of the Lead Consultant, Architectural and Contract Administration, interviews are scheduled to be held later this week. The anticipated value of the contract for this element of work exceeds the delegation to officers within the Constitution and so Cabinet is asked to note the action being taken and to formally delegate authority to make the appointment to the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Property Management and Environmental Health.

### **3 Identification and Evaluation of Options**

3.1 There are two Options available to Cabinet:

Option 1: To agree to delegate authority to appoint the Lead Consultant, Architectural and Contract Administration to the Strategic Director (Operations and Commercial), in consultation with the Portfolio Holder for Property Management and Environmental Health. (This is the preferred option).

Option 2: To decline to agree to the delegation being sought.

3.2 Option 1 is the preferred option as this will allow the development phase of the project to be progressed in a timely manner.

### **4 Resource Implications**

4.1 There are no direct resource implications of the decision being sought.

### **5 Corporate Implications**

5.1 Comment from the Section 151 Officer: 'Accountancy have been consulted and have no further comment.' (DL)

5.2 Comment from the Solicitor to the Council: "The Solicitor to the Council has been consulted in the preparation of the report and has no further comment to make". (HR)

5.3 Comment from the Equalities Officer: 'This report does not specifically highlight any equality implications, however in discharging their duties members are reminded to comply with the public sector equality duty as set out in section 149 of the Equality Act 2010. <http://www.legislation.gov.uk/ukpga/2010/15> ' (KM)

### **6 Appendices**

None.

### **7 Background Papers**

7.1 None.

Contact Officer: Roger Walton Ext: 42420