

Cobtree Manor Estate Committee

3rd August 2016

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

Cobtree Manor Park Visitor Centre Closure Report

Final Decision-Maker	Cobtree Manor Estate Committee
Lead Head of Service	Head of Commercial and Economic Development
Lead Officer and Report Author	Jason Taylor – Parks and Leisure Manager
Classification	Public
Wards affected	Boxley

This report makes the following recommendations to this Committee:

1. That the Committee note the following report from the Project Manager.

This report relates to the following corporate priorities:

- Keeping Maidstone Borough an attractive place for all -
- Ensuring that there are good leisure and cultural facilities

Timetable

Meeting	Date
Cobtree Manor Estate Trust Committee	3 rd August 2016

Cobtree Manor Park Visitor Centre Closure Report

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

1.1 This report includes the closure report from the Project Manager who managed the implementation of the Sir Garrard Tyrwhitt-Drake Visitor Centre located in Cobtree Manor Park.

2. INTRODUCTION AND BACKGROUND

2.1 The Sir Garrard Tyrwhitt-Drake Visitor Centre located in Cobtree Manor Park was the third and final phase of the Cobtree Manor Park Improvement Plan.

2.2 The installation of this and the first two phases of the project was project managed on behalf of the Council by Lewis Small from LVS Construction Consultants Ltd.

2.3 The final closure report for the entire project will be brought to the committee in the future but the committee are requested to initially note the project Managers closure report shown at Appendix 1.

3. AVAILABLE OPTIONS

3.1 The committee are asked to note the enclosed closure report from the Project Manager of the Sir Garrard Tyrwhitt-Drake Visitor Centre.

3.2 The committee could request not to be updated but this is not recommended.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

4.1 The further full project closure report will be brought to the committee at a future meeting.

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

5.1 This report is for information only so no consultation was necessary.

5.2 It is proposed that during the summer consultation will be carried out with park users regarding their thoughts on the success of the whole project.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

6.1 As this report is for information only, there is no decision to implement.

7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	This project has had a positive impact on the priorities shown above in this report.	
Risk Management	No implications	
Financial	This will be dealt with by the full project closure report to follow.	
Staffing	No implications	
Legal	This will be dealt with by the full project closure report to follow	
Equality Impact Needs Assessment	This will be dealt with by the full project closure report to follow	
Procurement	This will be dealt with by the full project closure report to follow	
Asset Management	This will be dealt with by the full project closure report to follow	

8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- **Appendix 1:** Cobtree Manor Park Visitors Centre Closure Report supplied by Lewis Small of LVS Construction Consultants Ltd.
-

9. BACKGROUND PAPERS

No background papers.

These will be provided in the future when the project report is issued for the entire Cobtree Manor Park Improvement Plan.