



## Portfolio Holder Report

The portfolio holder will make a decision on this item after seven days have elapsed (including the date of publication).

| Report of:   | Portfolio Holder   | Date of publication |
|--|--|---------------------|
| Mark Billington,<br>Service Director, People<br>and Places | Councillor Simon Bridge,<br>Street Scene, Parks and<br>Open Spaces Portfolio<br>Holder | 12 September 2019   |

### Capital Project – Sensory Garden on Memorial Park, Fleetwood

#### 1. Purpose of report

- 1.1 To seek approval to deliver the sensory garden on Memorial Park, Fleetwood using grants from the Lancashire Environment Fund, Lancashire County Council Community Projects Team and the Healthier Fleetwood Project.

#### 2. Outcomes

- 2.1 Explore opportunities for communities and partners to deliver initiatives that utilise community assets and help connect to their communities.

#### 3. Recommendations

- 3.1 That the Council's 2019/20 Capital Programme be amended to include the Sensory Garden on Memorial Park using grants of £18,450 from the Lancashire Environment Fund, £5,000 from the Lancashire County Council Community Projects Team and £5,000 from the Healthier Fleetwood Project.
- 3.2 That the council act as project lead for delivery of the Sensory Garden works and accountable body for the grant funding.
- 3.3 That the procurement of a supplier to undertake the Sensory Garden works is progressed and the Portfolio Holder authorise the Service Director of People and Places to appoint a supplier, complying with the councils Financial Regulations and Financial Procedure Rules.

## 4. Background

- 4.1 A demonstration garden was created at Memorial Park as part of the Heritage Lottery Funded restoration completed in 2015. The garden is managed by a team of volunteers overseen by the Memorial Park Development Officer.
- 4.2 The demonstration garden was identified by the Healthier Fleetwood Project Steering Group as a space which could be enhanced, particularly for those who are living with dementia or, in recovery for other conditions and those who care for them. The community and stakeholders were consulted to determine best use of the area.
- 4.3 The steering group have been successful in securing £28,450 to fund work to install features such as tangible boards, water play equipment, planting and seating to provide a wider range of sensory stimuli. A more restful, calm environment will also encourage visitors to remain in the garden for longer and to visit more often.

## 5. Key issues and proposals

- 5.1 To accept the grant funding from the Lancashire Environment Fund, Lancashire County Council Community Projects Team and the Healthier Fleetwood Project.
- 5.2 The council's obligation will be limited to annual maintenance of the features and the cost of this will be absorbed within existing revenue parks and open spaces budgets.
- 5.3 Should substantial repair or replacement be required the cost will be met through fundraising and not from council budgets.
- 5.4 The 2019/20 Capital programme will be updated to reflect the addition of the Sensory Garden project at Memorial Park and the securing of £28,450 of external funding to undertake this scheme in its entirety.

## 6. Delegated functions

- 6.1 The matters referred to in this report are considered under the following executive function delegated to the Street Scene Parks and Open Spaces Portfolio Holder (as set out in Part 3 of the councils constitution):  
"To consider matters relating to parks, open spaces, playing fields, playgrounds and allotments."

| <b>Financial and legal implications</b> |  |
|---|--|
| Finance                                 | The cost of the Sensory Garden scheme at Memorial Park is expected to be £28,450. External funding has been secured from three partners to cover the whole of the cost in the following proportions: Healthier Fleetwood £5,000, |

|       |   |
|-------|---|
|       | Lancashire Environment Fund £18,450 and the Lancashire County Council Community Projects Team £5,000.   |
| Legal | A formal agreement with Timotay will be entered into and following a procurement exercise for the delivery of the Sensory Garden, the council will enter into a contract with Timotay to comply with the Councils Financial and Contract procedure rules. |

### **Other risks/implications: checklist**

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

| risks/implications     | ✓ / x |
|------------------------|-------|
| community safety       | x     |
| equality and diversity | x     |
| sustainability         | x     |
| health and safety      | x     |

| risks/implications | ✓ / x |
|--------------------|-------|
| asset management   | ✓     |
| climate change     | x     |
| ICT                | x     |
| data protection    | x     |

### **Processing Personal Data**

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

| report author | telephone no. | email  | date       |
|---------------|---------------|--|------------|
| Kate Baird    | 01253 887613  | <a href="mailto:Kate.baird@wyre.gov.uk">Kate.baird@wyre.gov.uk</a> | 14/08/2019 |

| <b>List of background papers:</b> |      |                                |
|-----------------------------------|------|--------------------------------|
| name of document                  | date | where available for inspection |
| None                              |      |                                |

### **List of appendices**

None

Dems/ph/st/0009kb1 Sensory Garden