

TKBTC Clerk

From: Philip Vipond <philip.vipond@conwy.gov.uk>
Sent: 10 January 2024 16:54
To: Haf Jones; TKBTC Clerk; Elen Jones; Shirley Cox; Cllr Anne McCaffrey; Cyng Cathy Augustine
Cc: Kate Surry; Charley Howe
Subject: Site Meetings with Landscape Design contractors
Attachments: BIODIVERSITY PARKS AND GARDENS SCHEME 24 5 AVAILABILITY SCHEDULE.xlsx

Good afternoon

We are in the process of looking at Biodiversity schemes designed to improve and enhance the following sites – Tir Prince Park - Towyn, Cae Llan Park - Betws y Coed and Eden Hall Garden - Penmaenmawr.

To support our undertaking of this work, we are engaging the services of Landscape Design Architects funded via the Local Partnership for Nature funding stream as a wholly funded project.

In the manner of partnership working and joint consultation processes, we would be pleased if you can attend for a site meeting in order to share your views and aspirations for the site you represent. Please invite any members of your organisation who would wish to be in attendance and where possible coordinate their joint attendance dates on the attached schedule.

Currently, we have two companies who have registered their expression of interest to work with us on the design schemes to which we will be arranging to meet with them on site for the site familiarisation process prior to their submission of their design plans and ideas.

To avoid a conflict of contract interest, we will be inviting them to attend the sites on different days so would ask please if you can attend that you consider two separate occasions from the listed dates below that you would be available to attend. You can mark as many available times as suit you on the attached schedule and I will attempt to consolidate these into two separate whole days of site visits for myself and my colleagues. The companies we have spoken with will be journeying from quite some distances from Conwy so we would like them to complete their exercise in the one day.

I would anticipate up to 1.5 hours per site visit for each specific site (obviously you won't be expected to attend the sites not relevant to you).

SITE BOOKED/CONFIRMED

I am currently looking to schedule the visits as follows – Allowing for travel time between the sites

Tir Prince Park commencing 10:00 – 11:30 hrs

– 29/1/24 + 19/2/24

Eden Hall Garden commencing 12:30 – 1:30 hrs

10am – 11:30am

Cae Llan Park commencing 2:30 – 4:00 hrs

~~The available dates we are currently looking to undertake the visits are as follows –~~

~~Thurs 18th Jan~~
~~Mon 22nd Jan~~
~~Mon 29th Jan~~
~~Thurs 1st Feb~~
~~Mon 5th Feb~~
~~Thurs 8th Feb~~
~~Mon 19th Feb~~

~~Thurs 22nd Feb~~

~~Mon 26th Feb~~

~~Thurs 29th Feb~~

These dates are set out on the attached spreadsheet as a form of 'Doodle Poll' and would be grateful if you can enter the dates that you can attend the two visits. From this information I will collate the majority attendance days and contact the Landscape Architects with our proposed dates to meet them seeking their confirmation of attendance.

ONCE WE HAVE CONFIRMED DATES I WILL SEND YOU CALENDAR INVITATIONS FOR YOUR SELECTED SITE.

Grateful if you can give this your earliest attention please as we aim to have a jointly agreed scheme from which to proceed with under contract by the middle of March 24 for a 24/5 works programme.

Apologies around the complexities of this process to coordinate so many persons.

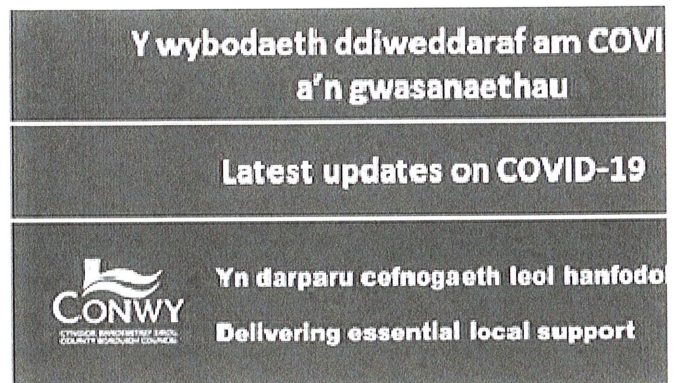
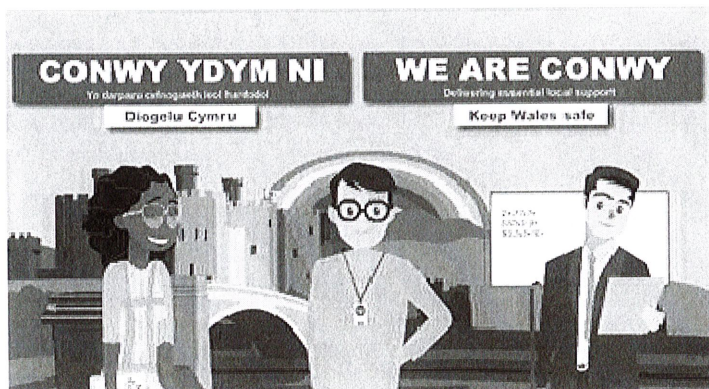
Any questions, as always, please contact me.

Many thanks and regards.

Phil

Philip Vipond
Swyddog Yr Amgylchedd / Environment Officer
Environment, Roads & Facilities
Mannau Agored / Open Spaces
Cyngor Bwrdeistref Sirol Conwy County Borough Council

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Rydym yn croesawu gohebiaeth yn y Gymraeg a'r Saesneg fel ei gilydd. Ni fydd gohebiaeth yn yr un iaith na'r llall yn arwain at unrhyw oedi.

Mae'r neges e-bost hon ac unrhyw ymgysylltiadau yn gyfrinachol, ac wedi eu bwriadu ar gyfer yr un sy'n cael ei h/enwi yn unig. Gallent gynnwys gwybodaeth freintiedig. Ar gyfer yr amodau llawn ynglŷn â chynnwys a defnyddio'r neges e-bost hon ac unrhyw atodiadau, gweler https://www.conwy.gov.uk/ebost_ymwadiad

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