



Date: Monday 12 June 2017

Title: Architectural Lighting Scheme – Market Town Regeneration Fund.

Purpose of the Report: To seek Committee endorsement for delivery options.

Contact Officer: Vivien Cannon, Head of Economic Development Services

Corporate Objective/s	LLTC Three Year Plan – To promote and develop a vibrant town through partnership working and initiatives including management of the street market, provision of town and community promotions, town centre enhancements, tourism and practical support for local businesses.	
Implications:		
Financial	√	Utilising Market Town Regeneration Funding and Town Council Match funding. Estimated revenue costs have been budgeted for the initial 5yr period.
Operational/Service delivery	√	The Town Council will be responsible for the maintenance of equipment once installed.

1. RECOMMENDATION/S

Should members be minded, the proposals are:

- 1.1 To enter into further discussions with contractors A and B toward achieving town centre architectural lighting enhancements.
- 1.2 To give delegated authority to the Town Clerk to oversee final delivery options and arrangements.

2. INFORMATION

- 2.1 At its meeting on 22/02/16, Policy and Finance Committee resolved to submit an application for Market Town Regeneration funding for three projects, one being to highlight and illuminate key buildings, trees and spaces in the High Street - (Ref.100/PF). At its following meeting on 10/08/16, delegated powers were given to Cultural and Economic Services Committee to oversee the contract approvals, project delivery activity, monitoring, allocation and distribution of funds for projects in receipt of Market Town Regeneration Fund funding (151/PF) for architectural lighting scheme, market relaunch and variable electronic signage projects.
- 2.2 Grant funds were subsequently awarded providing a total of £93,600 for this specific project.

	CBC	LLTC	TOTAL
Capital	£46, 500	£25,500	£72,000
Revenue		£21,600	£21,600
TOTAL			£93,600

Subtracting estimated running costs of £1,660 per year for 4 years (£6,640), leaves a delivery budget of £86,960 (capital and revenue spend) not accounting for maintenance.

2.3 In early May, a project specification, **attached at Appendix A** was circulated to four companies with an invitation to quote for the project.

2.4 Two contractors submitted quotes:

Contractor A	Presented a menu of options thus providing the ability to choose preferred menu options.
	Quote focuses on highlighting specific notable characteristics of buildings.
	Recently awarded, Lighting Design Award and heritage projects 2017.
Contractor B	Presented options for highlighting mews and alleyways – focusing on benefits for increasing the footfall in these areas.
	Proposed a developmental working relationship with the Council and offered to absorb costs of development meetings, design drawings and illustrations: as well as management fees associated with planning listed building consent.
	Responded well to interpreting the design brief encouraging visits into the town and proposed ongoing project development.

2.5 Both contractors have provided deliverable and interesting quotes that incorporate traditional architectural lighting enhancements and innovative ideas.

2.6 Both contractors are able to respond to the budget level specified.

3. RECOMMENDATION

3.1 It is recommended that officers enter into further discussions with both contractors towards achieving town centre architectural lighting enhancements.

1.3 Following Committee feedback on the two proposal documents to express preferences for 'menu' options, it is recommended that delegated authority be given to the Town Clerk to oversee final delivery options and arrangements.

End.



LEIGHTON-LINSLADE TOWN COUNCIL

Architectural Lighting - INVITATION TO QUOTE

You are invited to offer a fully detailed visualisation proposal and financial quote for the design and installation with stated maintenance requirements of an **Architectural Lighting** Scheme in Leighton-Linslade Town Centre.

Please submit your quote by **close of Monday 8 May 2017**.

To:

Ms Vivien Cannon, Head of Cultural and Economic Services
Leighton-Linslade Town Council,
The White House,
Hockliffe Street,
Leighton Buzzard,
Bedfordshire. LU7 1HD

Should you wish to undertake a site visit with a council officer, appointments must be made between **Monday 24 April and Friday 5 May 2017**.

When providing your quote, please state whether you undertook a site visit and if an officer was not present.

BUDGET

The budget of this scheme is in the region of £34,500

INTRODUCTION

Leighton Buzzard is an old market town hosting weekly Tuesday and Saturday markets amongst a mix of independent and larger brand name shops within the setting of a traditional High Street. The High Street mixes conservation status buildings with mews areas and shopping alleyways. It plays host to events, and cultural activities. The High Street mixes conservation area location and listed building status buildings. It is the ambition of the Council to create visual spectacles around the centre of town that add a further layer of interest.

We seek to celebrate the uniqueness of the High Street's historical architecture to establish local distinctiveness and enhance the visitor experience, extending visitor time to include early evening and night time periods. The scheme will use the full length of the High Street to encourage footfall movement to the benefit of all businesses. This will include 'welcome' views using site-lines from external areas leading into the town centre to entice inquisitive visitors not planning to enter the town centre.

SPECIFICATION / QUOTE REQUIREMENTS

The Architectural lighting scheme is to increase visits into the town, extend visitor dwell time and the night time economy of the town centre. The proposal must create interest points that encourage visitor movement around the town centre area. Proposals must be sensitive to the conservation area location and listed building status as appropriate,

safe and as economical as possible on running costs, while focusing on highlighting architecture and areas of significance and interest.

Your quote should include the following key elements:

1. Portfolio of previous work undertaken in historical context.
2. Provide a short summary of your impressions of Leighton Buzzard town centre and what you think of the town and what opportunities there are for this scheme.
3. Be design-led with an emphasis on, flexible and sustainable materials to maximise the budget
4. Take advantage of the existing sites, culture, buildings and be in line with Leighton-Linslade Town Council goals and aspirations.
5. Be able to withstand heavy use and be durable and robust, requiring minimum maintenance.
6. Increase the visibility and ethos of the Town spaces, promoting safety.
7. Create visual spectacles and interest, supporting evening culture, events and alfresco dining.
8. Explanation as to how you intend to meet the expectations of the Town Council and deliver the work in the allotted timeframe. If you are unable to fulfil this timescale, you should not submit a quote.
9. Knowledge of planning permissions and consents specifically related to conservation properties and the timescales involved in securing correct permissions.
10. Health and safety plan including risk assessments and method statements.
11. Details of "All Risks" (including Public Liability) policy cover of £10,000,000, Professional Liability Insurance and Employer Liability Insurance.
12. Work force qualifications; Statement as to whether the workforce is directly employed or sub-contracted.
13. Details of membership, affiliations and accreditations to appropriate professional organisations.
14. Suppliers must clearly outline their responsibility and that of the Councils and include any assumptions that have been made in relation to the provision of the Scheme. This must include responsibilities before, during and after installation

Quotes should include costs for all the elements below:

Design:

1. Design work – including costs, comparable images and detailed locations to include electricity supply locations.
2. Detailed information of equipment to be used in proposed scheme.
3. Estimates for power consumption costs.
4. Installation details of all equipment – timetable for proposed works & methodology of how the works will be carried out, (N.B. use of non-invasive tying techniques for tree associated works).
5. Workforce qualifications covering all aspects of quote and works.
6. Company "all risks" insurance certificates.

Pre-installation activity:

7. Project management resources including sub-contractors.

8. Costs of submitting all relevant planning applications.
9. Installation method statement.
10. Installation risk assessment.
11. Supply of all scheme equipment.

Installation:

12. Cost of installation work.
13. Methodology of installation including safe work practices and relevant health and safety protocols.
14. Waste clearance and removal of debris.
15. Timescale of installation.

Post installation:

16. Warrantees and work guarantees for design and equipment including associated infrastructure as needed.
17. Maintenance instructions and requirements.

Note:

Quote Evaluation – the detail you provide and quality of proposal will be scored highly as will the competencies of the organisation and its staff specifically allocated to this project.

Enc.

Town Centre Map (Church Squ, High Street)