



Project Information Document

Name:

EMR - Hampden Pond Works

Project Objectives

To clear the lily rhizomes from the Hampden Pond to prevent them choking the water and improve water quality

Budget Code	338
Crnt Budget	£ 7,800
Org Budget	6,500

Committee	Amenities
Project Lead	PS

Project Scope

Remove lilies from at least 2/3 of the pond

What is not in scope and why

Any required tree work or bank repairs

Project Outcomes

at least 2/3 of the pond is clear of vegetation

Original Project Milestones

Removal Complete

Resources required (other than budget)

n/a

Risk Assessment - key points

Contractor would need to undertake a risk assessment for the works, we would need to close the pond during works

Project Notes

There have been significant changes to scope and budget - please see updates below

PROJECT UPDATES AND CHANGES TO SCOPE

Date	Minute	Action	New Budget	Notes
20/09/2022	A22.045	Authorisation given to proceed with lily removal		
18/10/2022	Clerk Rp	Given a provisional start date of 31st Oct 2022		
20/12/2022	Clerk Rp	Committee noted that the works required are more significant than expected. The lilies rhizomes need removing and the site survey identified urgent health and safety issues. We		The scope of the works were changed to: removal of at least 2/3 of the Lily Rhizomes repair the significantly damaged bank alongside the fishing platforms/Heron Path
17/01/2023	Clerk Rp	Weather conditions will delay any works. The office is finding it hard to get sufficient numbers of quotes - it was agreed that we could accept the tenders from the two companies who got back to		
01/05/2023	Clerk Rp	HS2 confirmed it would make available funding based on a project cost of £31,026		It was agreed to send an update motion to Finance to renew project costs, grant income and totals
16/05/2023	F23/	A new budget was agreed and an EMR created from the general reserve to cover contributory costs	7,757.00	
01/09/2023		Works were completed over Sept 2023		
03/10/2023	PC23/132	Payment was approved		Noted that WPC are responsible for the invoices for the entirety of the fees and we will be reimbursed by HS2 so will hold making the payment until HS2 have confirmed when they will refund the money
09/01/2024	PC23/237-239	The project process was noted and reviewed with Council approving the project so far		It was noted the project cannot be closed as we are awaiting the risk assessment and management report which was always due after
01/02/2024	Office	First draft of management plan received		Awaiting for a response to put of Amenities committee

01/02/2024		Notification that Scheme will be implemented on or before 26/2/24		

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