

Totnes Civic Square

The Town Council and SHDC are working together to consult the community on improvements to the Civic Square. We are inviting all members of the community and users of the space in front of the Civic Hall to forward ideas to the Town Clerk at clerk@totnestowncouncil.gov.uk or by coming into the offices during opening hours. We are also running a drop in evening for those who work during the day or do not have access to email. **The closing date for comments is 2nd April 2018.**



The community will be asked to engage a second time once the design options have been received.

The consultation schedule will run as follows:

COMPLETE Monday 19th Feb Operations Committee - to consider the options on the square design works and to consider funds and staff time to be spent on the consultation process. This meeting will be open to the public.

COMPLETE Monday 5th March Full Council will consider the Ops recommendations/actions and note any details/comments made by Councillors and members of the community.

Tuesday 20th March from 7pm - 8pm - drop in session hosted by the Town Council in the Guildhall for members of the public to express their views on surface options, street furniture, functionality, water fountain. The community will be asked to contribute ideas and comments until a closing date of **2nd April 2018.**

Monday 2nd April – Town Council collate feedback from the community.

Early April – Town Council apply for Section 106 monies from SHDC to increase the improvement project budget.

Tuesday 3rd April – Town Council and SHDC to meet to review feedback and agree specification for design work. A competition will be held within the Harrison Sutton Partnership to produce a number of designs for consideration.

Deadline given of 17th May 2018 for submission.

17th May 2018 – completion entries are received and circulated/published to all members and the community who are asked for feedback by survey and email. Designs put up in the Guildhall and Information Point for the consultation period. **Deadline for comment of 21st June 2018**

Monday 21st May - Operations Committee receive the designs and express their views.

Thursday 31st May 2018 at 6pm - Annual Town Council Meeting in the Civic Hall where the proposed designs are displayed and a comments box/sheet up.

Thursday 21st June 2018 - Town Council collate consultation responses on the design options.

Monday 2nd July 2018 Full Council - Town Council receives the collated survey/feedback information, an Operations Committee recommendation and an Officers report and votes on the preferred design.



From Tuesday 3rd July – Mid August – Winning design worked into final solution plus detailed specification provided by Architect.

Sunday 29th July 2018 – Winning design is displayed at the Totnes Show.

Mid September onwards - SHDC Tender process and ordering of surface materials (some with 12-15 week lead time). Town Council gets quotes based on the agreed design for works not covered by the SHDC.

Start Works January / February 2019.