



PLEASE NOTE THE APPOINTMENT OF THIS ROLE IS SUBJECT TO NATIONAL LOTTERY HERITAGE FUND (NLHF) FUNDING

SUMMARY BRIEF - PROJECT MANAGER

Introduction

The Beckford Tower Trust (BTT) owns and manages Beckford's Tower, the last surviving building connected with the historically significant William Beckford. Located within the area of Lansdown, the building is open to the public at weekends, operating as a museum and Tower experience. Connected to the public buildings is a property leased to the Landmark Trust, operating as a holiday let. The Trust recognises an urgent conservation need to repair and conserve the Tower and is seeing this as an opportunity to develop our visitor experience, engage wider audiences and reconnect the Tower with its lost landscape, through new experiences, interpretation and access.

The initial exploratory works have been funded by Beckford Tower Trust (BTT), which is awaiting the results of a development grant bid to the National Lottery Heritage Fund (NLHF) to develop their own proposals up to submission of planning and to assess their costs for the project. The outcome of this development work (phase one) will influence the works to be carried out during the delivery phase (phase two), which we aim to fund through a combination of sources including a further NLHF grant, other grants and donations including that gained by direct fundraising. On completion of this development work a NLHF Round 2 grant request will be made and if successful, the conservation works and other activity plans will be funded by BTT with substantial support from its sole Trustee, Bath Preservation Trust (BPT) as well as from the NLHF.

A brief description of the elements of project management work required to complete the project is given below with a more detailed summary given in the executive summary and project management plan.

The client side Project Manager will be required to work as part of a design team alongside the Architect (lead consultant) and other contractors and members of staff, to provide a coherent and costed plan for the future operation of the repaired and upgraded Beckford's Tower and Museum and the construction works required to achieve this (Phase One) and to oversee its implementation (Phase Two). The successful post holder will be responsible for providing standard Project Management services to include in particular the following:-

These works will be carried out in two phases, the first (Phase one Development Work) **will require oversight of the design of works and development of plans (up to the end**

of RIBA Stage 3) to allow submission of listed building and planning applications and a Round 2 NLHF application to request further funding.)

The second will be oversight of the implementation of the works if the application is successful.

Development Phase (Phase one)

Scope of works:

The tasks required will include in particular the following:-

- Work closely with the following posts who will be appointed up to the end of Phase one:-
 - Architect (lead consultant)
 - Archivist
 - Project Assistant
 - Interpretation consultant
 - Evaluation consultant
 - BPT Core Team
 - Other consultants / contractors as appointed
- Delivery of the Project Management Plan to time and budget
- Oversight of the additional work plans including Activity Plan
- Management and delivery of the project blog content

Programme:

The Project Manager should be aware of the following deadlines / requirements:

- Approvals from various committees / Trustees will be required at specified points within the development phase (to be agreed at the start of the contract) and sufficient time should be allowed for this in the programme
- The Quantity Surveyor is to be given at least 2 weeks to cost the works at points as agreed as above
- Complete RIBA Stage 1 and submit joint planning and listed building applications by October 2019
- Submit NLHF Round 2 application by October 2020
- NLHF decision December 2020

Delivery Phase (Phase two)

Scope of works:

The tasks required will include in particular the following:-

- Act as lead consultant, working closely with the following consultants who will be appointed up to the end of Phase two:-
 - Architect
 - Project Assistant
 - Quantity Surveyor
 - CDM Co-ordinator

- Fire Strategy and Building Regulations Advisor
 - Structural Engineer
 - Mechanical & Electrical Engineer
 - Core BPT staff team
 - Other consultants / contractors as appointed
- Delivery of the Project Management Plan to time and budget
 - Oversight of the additional work plans including Activity Plan
 - Management and delivery of the project blog content

Programme

The Project Manager & Architect should be aware of the following deadlines / requirements:-

- NLHF decision December 2020
- Approvals from various committees / Trustees will be required at specified points within the development phase (to be agreed at the start of the contract) and sufficient time should be allowed for this in the programme
- The Quantity Surveyor is to be given at least 2 weeks to cost the works at points as agreed as above
- Completion of works - this will be dependent on the final design and on the procurement method chosen for the construction works. However, estimates indicate that the project will be completed by May 2022, with the museum Grand Opening being pencilled in for March 2022. (A grand opening mid-way through or at the end of the Museum's open season should ideally be avoided but a soft launch for Christmas 2021 should be considered.)

The Broad Vision.

Our vision is set out in the supporting documents mentioned. Its achievement is dependent upon many factors such as planning permission and listed building consent, what can be physically done to the premises, visitor circulation needs, display requirements, fire, health & safety and access requirements and capital and running costs. The Trust will work with the Project Manager to refine this brief and our vision, as the project develops.

Visitor Issues.

Beckford's Tower currently welcomes about 2,500 visitors a year. Safe access on and off the new flat roof area and new all access tours, is essential to cope with at least double these numbers. The ticket sale and retail point, toilet, basement kitchen and new interpretation spaces including those in the landscape, require careful integration into the visitor route.

Re-uniting Beckford's Tower with the landscape.

This Project presents an opportunity to recreate elements of the route originally taken by William Beckford, from Lansdown Crescent to the Tower. The use of public transport routes with signage incorporated, as well as integration with the Cotswold Way and creation of a new footpath through Lime Avenue, the Grotto Tunnel, Paddocks and

Cemetery, to the Tower, form essential aspirations of this project. The Project Manager will need to consider and advise to what extent the reconnection between the Tower and its landscape will necessitate works to the fabric and services of the museum and its surroundings. Any works will need to be timed to minimise loss of visitor and rental income.

Scope of the works.

The Project Manager will be required to organise and manage all of the survey, design and implementation works necessary to deliver the completed project including environmental, lighting, display and interpretation requirements, and to commission and manage other appropriate professionals. The Project Manager will need to show awareness that future running costs need to be carefully considered during the design development.

Note: The value of the project is £426,000 at the development phase and £2,441,000 (including c£1,000,000 of contracts) at the delivery phase.