

Specification for Planning Consultant Community Land Project

Background

Poringland Parish Council will be receiving a site of approximately 13 acres from Norfolk Homes, and has set a master plan for the development of the site, which can be seen at Appendix A of this document. The site is off The Ridings, Poringland:



The Parish Council is now seeking to appoint a lead consultant/architect to guide them through the next stages of the project and develop the design further, including commissioning investigative ground works; design work to RIBA Stage 3, preparing planning application documents; submission of the planning application and associated attendance at meetings as required; amendments to planning application if required; and any other associated works commensurate with taking the project to the stage of determination of a planning application.

Scope of Works

The proposed works include:

- Feasibility study to confirm that the proposed uses of the land are suitable for the proposed areas within the Master Plan.
- Detailed design of the Pavilion, Men's Shed, 3G Pitch, Multi-Use Games Area.
- Detailed design of the Skate Park/BMX Track in consultation with specialist consultants.
- Detailed site layout and infrastructure design including allotments, access roads, and car park.
- Site Drainage Strategy; Design and Access Statement; Planning Statement; Flood Risk Assessment.
- Pre-application discussions and post-submission liaison with the local planning authority.

- Supporting reports including: Transport Statement; Detailed landscape design; Topographical Survey; Ecological Report; Arboricultural Report; Lighting Design; Noise Assessment; Archaeological Desktop Survey.
- Outline costings for the scheme

Consultants should give a fixed fee for the above works, which can be broken down into work streams. The tender should state intervals that fees will become due. Consultants should also state their day rate should additional work be required.

If consultants feel that other work should be included, or wish to highlight any work dependencies, this can be included within the tender.

The Parish Council expects to appoint one single consultant to the contract, and acknowledges that specialist reports will be commissioned from sub-contractors. The tender document should state which specialist sub-contractors the main consultant would expect to use for this work.

Consultants will be required to provide evidence of Public Liability and Professional Indemnity Insurances prior to commencement of work. Any consultant that has not previously worked for Poringland Parish Council should supply name and address details of two relevant organisations that they have worked for within the last 2 years.

We will be considering this appointment using a method of value for money and quality and this will be agreed by the full Parish Council. Therefore examples of similar schemes and details of your team would be appreciated.

Closing date for tenders: Monday 27th November 2017.

Further enquiries to:

Mrs Catherine Moore BSc FSLCC

Parish Clerk

Community Centre

Overtons Way

Poringland

Norfolk

NR14 7WB

Tel: 01508 492182

Email: clerk@poringlandparishcouncil.gov.uk

Community Land Project Master Plan

Poringland Community Land Project



Open Space Proposals - Revision A.

