**Appendix C- Specification**

# Context

1. Lambeth Council has received confirmation of Greater London Authority Grant funding under the Homebuilding Capacity Fund programme. This has been awarded to develop a new design-led approach to the development of a Site Allocations DPD (SA DPD) for the borough. The SADPD will form part of the statutory development plan and, following adoption, will be used to determine planning proposals on each relevant site. The DPD will introduce new site allocations to replace those currently contained within the forthcoming Revised Local Plan, which is anticipated for adoption in late 2020/21.
2. The SA DPD will include design and development principles with the aim of optimising residential (and non-residential) capacity for each site and will also demonstrate how the Draft London Plan affordable housing Fast Track Route can be achieved. The Council will be preparing a detailed evidence base in support of around 15-20 site allocations. This will mean that each individual site allocation will be underpinned by evidence on design and capacity; daylight and sunlight; flood risk data; and viability. It is anticipated that this holistic approach will speed up plan-making and decision-making processes and assist the Council in meeting its housing and economic development targets and aspirations.
3. One of the aims of the approach taken to the SA DPD is to go to a more detailed level of testing than would normally be included for such a document. The level of detail will depend on the potential detail of each site allocation. However, in general, the council will provide some detail in relation to uses and site layout, block configuration, massing and indicative heights. Consultants should advise on how minor amendments or variations to this design could achieve acceptable levels of sunlight and daylight forthe proposed development and existing/surrounding buildings. This will apply to both internal and external spaces. It is understood that this level of analysis can generally only be achieved where information is provided to the detail of a full detailed planning application however consultants should also advise on potential further considerations as they emerge as schemes are developed in the future. Further details are provided below. Consultants may also be asked to advise on the application of the ‘Right of light’ in relation to any relevant existing premises and the scale and form of any financial implications for changes which arise. This should be set out as an additional cost (see Appendix B Method Statement).
4. The Council therefore wishes to procure consultants with specialisms in daylight and sunlight testing to support preferred site options for each allocated site. In addition to advising on risks and matters requiring further investigation, the consultants would also be required to put forward and suggest creative solutions to mitigating any daylight and sunlight matters and risks that may arise from development options. Further details on the scope of these requirements is provided below. This will broadly involve:

* Assessing a number schemes to a differing level of detail
* Advising the council on how to optimise the design and site layouts to maximise the daylight and sunlight levels; and
* Advising on the areas of focus for future daylight and sunlight testing in future planning applications.
* Advising on the legal implications of the proposals in relation to the right of light. Advising on site layout to maximise residential amenity whilst at the same time providing great external spaces for people to inhabit and use (both proposed and nearby amenity spaces and public realm)

# APPROACH TO THE COMMISSION

**Iterative approach**

1. Each site allocation will be worked up to a differing level of detail which will depend on the site context and complexity; the land ownership; and the constraints. This is described below, and the level of detail and the potential for consultant input will depend heavily on this factor. However, for all sites the council will engage the consultant at the earliest stage in the design-led process and provide, as much as is possible, the broad range of quantum of floorspace, massing and where possible an indication of the uses. Where possible, and where there are some clear factors which may affect achieving acceptable daylight and sunlight penetration levels within and adjacent to the site, such as proposed building orientation, adjacent buildings, natural features etc. Consultants will be expected to raise any issues at this stage and advise on markers to be aware of, including raising any likely right of light issues which may arise
2. It is likely that each site allocation will undergo a number of different design iterations (likelihood of, on average two each) whereby design, daylight and sunlight and viability information will interact to further refine a scheme in relation to proposed massing, quantum of space and heights. In this respect the cost quoted should allow for testing of between up to 15 potential site allocations, each with an averaged attributed proportion of time. Consultants will be expected to monitor the time spent against each scheme in total and against the hourly total also provided. An allowance should also be quoted for each hour which goes beyond this total.
3. Below sets out the differing level of detail to which each potential site allocation will be developed however in most cases it is likely that sites being progressed to the greatest level of detail will go through each of the stages described below as part of the iterative process as described above.
4. The successful consultant will be expected to engage regularly with the council and have regard to this at all stages in the process. The council will also expect regular updates, approximately every 2 weeks.
5. Following consultation at the end of 2020, there may also be a need to re-visit the design and daylight and sunlight testing which would need to take place in January-March 2021. Therefore as set out in Appendix B, this should be factored in as a cost per additional testing, should these be required in excess of the quantum included in the quote.

**Detail of schemes**

1. Annex 1 includes some examples of the differing levels of detail, where some sites will be developed to levels 1, 2 and 3. Below sets out the various considerations the consultants would be expected to consider according to each level of detail.
2. Level 1- Site allocation to include broad indications on a site plan showing the proposed range of uses, however without any specific information on height and massing (See Level 1). In this scenario it is anticipated that the consultants should develop an understanding of the principle site constraints and how this should steer input into the design proposals; provide some information on the risks for consideration in the development of detailed designs; and advise on key site-specific factors for consideration in working up specific designs on the site. This should include consideration of the wider site context, nearby and adjacent uses, primary sensitivities and other relevant factors. This should enable the provision of general advice on potential site layout to maximise residential amenity and drawing of general conclusions with regard to how the design of neighbouring properties may affect the reasonable development of the site. It is anticipated that this testing will be required for approximately 15 site allocations.
3. The next stage in this may be taking forward the site allocation to Level 2 detail for some sites, or if not applicable, or advising the council on appropriate matters for inclusion as development principles for the site allocation. The Council will advise on this at relevant time.
4. Level 2- Site allocations to be developed to show broad locations of blocks within the site boundary, and broad location of different uses within the blocks (See Level 2). In this case consultants should provide commentary on the factors affecting the likelihood of gaining acceptable daylight and sunlight penetration into rooms on each façade proposed, and considerations for each potential uses. Consultants will also be expected to advise on potential changes to the site use and layout which may assist in improving daylight and sunlight penetration. Consultants should then provide advice on what other risks and factors which will need attention when drawing up a future planning application for the site. It is anticipated that this testing will be required for approximately 15 site allocations.
5. The next stage in this may be taking forward the site allocation to Level 3 detail for some sites, or if not applicable, advising the council on appropriate matters for inclusion as development principles for the site allocation. The Council will advise on this at relevant time.
6. Level 3- Site allocations showing broad locations of blocks and massing, and demonstration of the uses to be located in which part of the blocks (See Level 3). At this level of detail consultants should provide analysis of the broad ranges of daylight and sunlight values which may be achieved for each façade and how this may impact on the use proposed, and the effects of the design against the relevant BRE guidance. It is understood that full analysis of daylight and sunlight is not possible without a level of detail applicable to a planning application, however the consultants will be expected to provide an indication of the ranges which may be achieved subject to detailed design and make recommendations of any potential design changes which overall are likely to achieve a higher proportion of acceptable daylight and sunlight penetration to each façade and each proposed use. Consultants should then provide advice on what other risks and factors which will need attention when drawing up a future planning application for the site including what further modelling of the site and neighbouring properties would be required in order to refine the level of accuracy at the later stages. It is anticipated that this testing will be required for approximately 10 site allocations.
7. Where appropriate the next stage may be advising the council on appropriate matters for inclusion as design-based development principles for the site allocation or specific matters for further consideration within the development of a future planning application proposal.
8. In addition to the above, some of the site allocations may be developed to level 1 or 2 detail but may then provide much more detailed context to the site allocation and the consideration of matters which lie outside the red line boundary. Therefore the consultants will also be expected to have an awareness of the wider site context in relation to the emergence of a wider strategy for that location.
9. The council will be preparing a number of evidence-base documents in support of the Site Allocations DPD. A key evidence base document will be the design-led work which will include the detailed analysis and information which will be drawn upon to develop each site allocation. Consultants are expected to input into this by providing detail of the daylight and sunlight testing for each site. At present this is anticipated to form part of a wider document but there may be some merit in separating this off as one document. Either way consultants will be liaising closely with the council on the production of this information as set out within the timetable in Appendix D.
10. As set out above daylight and sunlight testing is required for approximately 15 potential site allocations. However as also set out in paragraph 13 above it is most likely that those being developed to the greatest detail (Level 3) will also undergo analysis at levels 1 and 2. It is currently envisaged that the consultants should allow for all of the total of between 15 site allocations to be developed to Level 1; approximately 10 of the total to Level 2; and 5 of the total to Level 3. A cost should be provided based on these differing degrees of analysis and complexity of work, plus an additional allowance for each further analysis for Levels 1, 2 and 3. The council will be able to further refine and provide further details on commissioning.

**Additional work- Right of light**

1. Where relevant and applicable, consultants may be asked to advise on the change to the level of light currently enjoyed and whether the proposal contained within the potential site allocation would cause an infringement of current light levels, and potential financial implications. The relevance and applicability of the above will be determined by the specific site (ie properties in the vicinity; which meet the criteria of enjoying the same levels of light for 20 years and above; whether the proposal likely to affect this); and the level of detail the council will be entering into in the site allocation. Where the site allocation is only likely to achieve Level 1 or 2 (as set out above) consultants will be expected to provide some expert opinion on whether the proposal may, or may not result in any infringement of the right of light and how this could be avoided.
2. If required, for each relevant site allocation:

* Confirmation whether or not rights of light are likely to be adversely impacted, and if not possible, where there may be a potential risk;
* Identification of any risks of injunction risks, or compensation valuations where identified; and
* Advice on how a scheme may be amended to mitigate against the risks identified and/or provide advice on an appropriate strategy for dealing with rights to light risks and implications.

1. Although the above brief includes for some level of daylight and sunlight analysis for up to 15 site allocations it is not envisaged that all of these will be considered relevant and applicable in relation to the above. Therefore a cost should be provided for each additional detailed report covering the bullets in paragraph 19 above based upon the length of time allotted to each. This should be included as an additional cost, see Appendix B.
2. For the avoidance of doubt, all negotiations in relation to formal Right of Light (ROL) awards and disputes are to be excluded as they are outside the scope of this project.

# SCHEDULE AND REQUIREMENTS (SPECIFICATION)

1. This schedule of requirements should be utilised to develop a Method Statement response to the brief as highlighted below. It is envisaged that this project will need to be flexible to the differing and flexible requirements of each site allocation however the below sets out the considerations and the broad approach which is proposed. The Council would also require a more detailed assessment methodology where material constraints to daylight/sunlight might become evident.

**Technical requirements**

1. The Council are wishing to appoint consultants with specialism in daylight and sunlight (D&S) to provide their expertise and assist withsite appraisals, feasibility and capacity studies for approximately 15 sites all within urban areas. The technical analysis is to be assessedagainst BRE ‘S[ite layout planning for daylight and sunlight: a guide to good practice (BR209](https://www.brebookshop.com/details.jsp?id=326792))’, BS EN 17037:2018 Daylight in Buildings. Any other relevant emerging guidance which may affect future delivery and feasibility of the sites will also need to be considered.
2. The preferred design options resulting from the technical D&S analysis will be used to undertake an initial view on the likely planning risk and any potential financial implications on the viability and to make recommendations on the emerging preferred design options. The outcome of the feasibility study will be used to inform the preferred option and for part of the evidence based document integral to the SADPD.
3. As this work is at feasibility stage level it will be used to support and inform policy. Please note, given that the level of detail assessments for the sites won’t be exceeding RIBA Stage 02 level of detail, the Council are not anticipating commissioning detailed site surveys for the sites.  Site appraisal studies will be based on topographical information obtained from VUCity model software, site visits and OS maps. Therefore, the consultants are asked to highlight any additional surveys and information they would require to carry out the assessments and make it clear in the costing submission how this might affect their final quote.

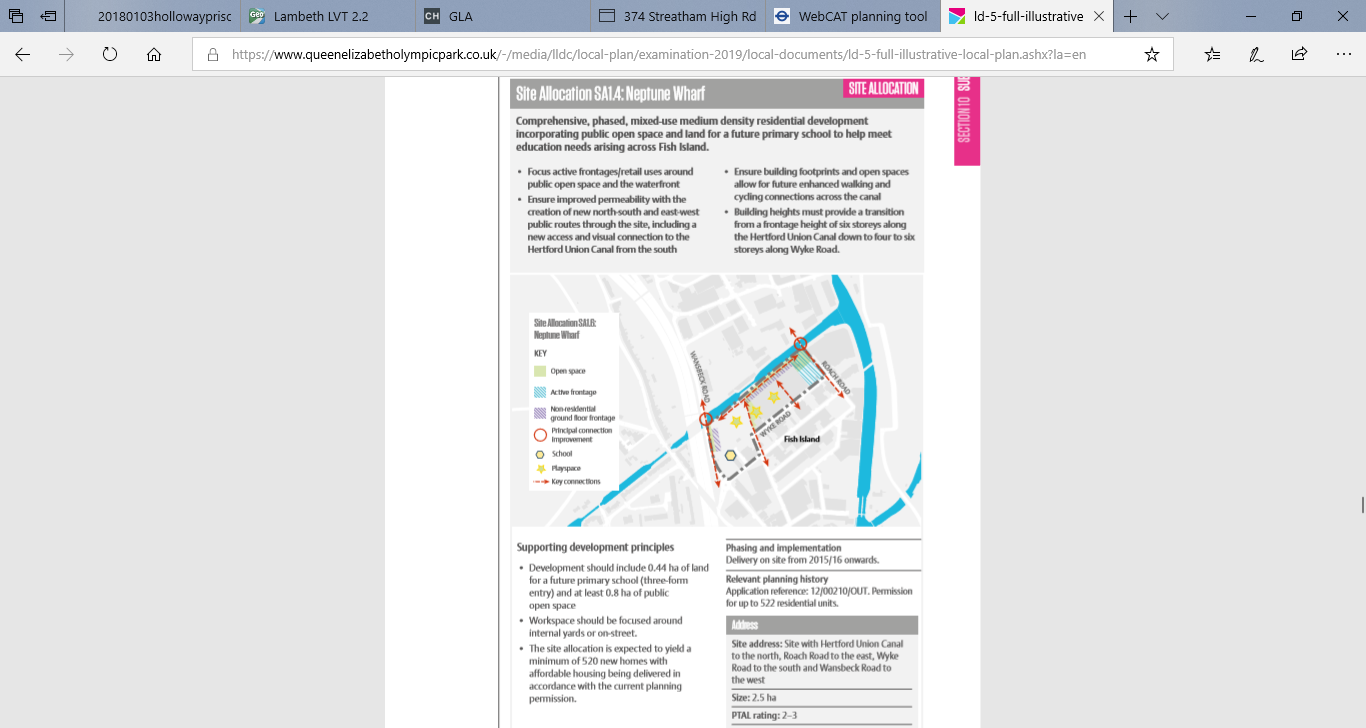
**The feasibility and capacity assessments of the sites (RIBA stages 0 to 2)**

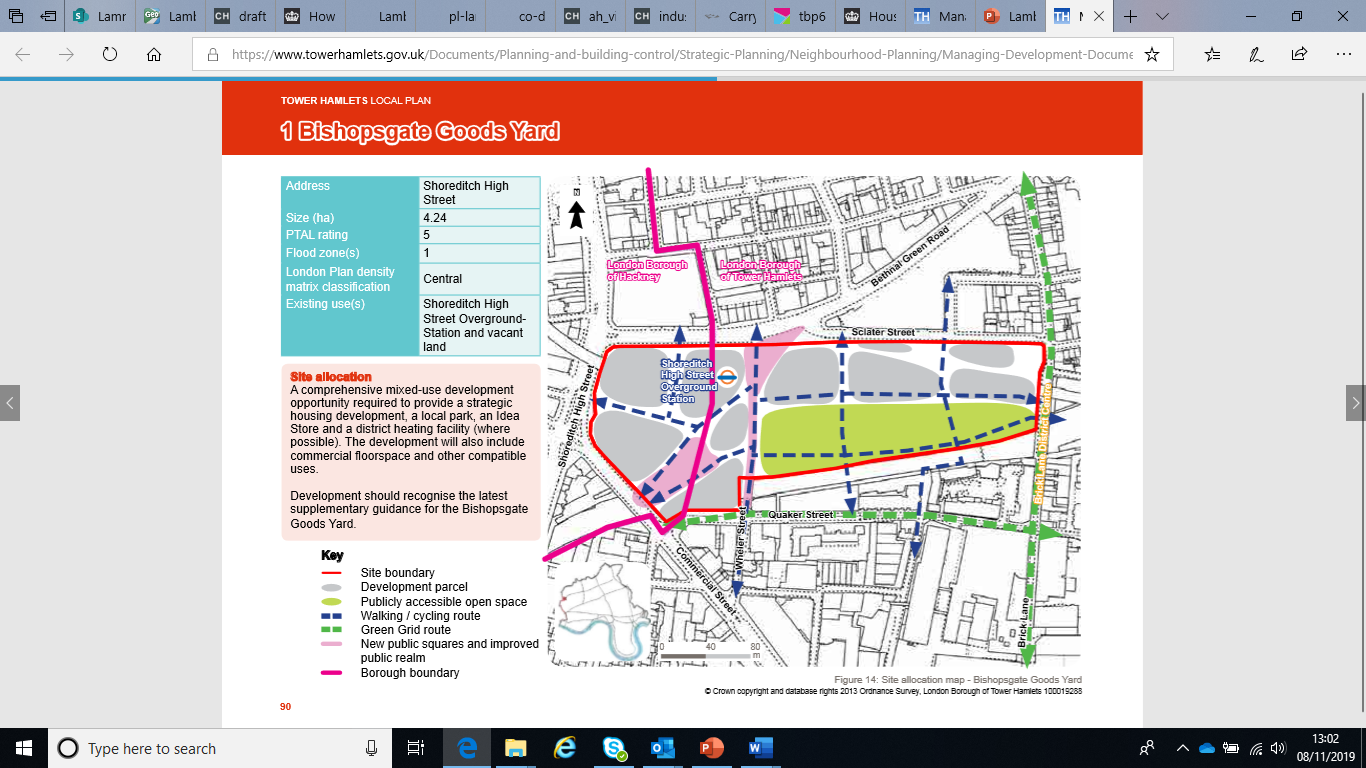
1. In undergoing the process and to the differing levels of details as set out in paragraphs 8 to 17 above the consultants will be expected to carry out the following:

* Carry out all the services in accordance with relevant and current statutory guidance and requirements such as BS EN 17037:2018 Daylight in Buildings, BRE ‘S[ite layout planning for daylight and sunlight: a guide to good practice (BR209](https://www.brebookshop.com/details.jsp?id=326792)), RICS practice Standards and RICS guidance notes. As already mentioned, any emerging guidance and best practice approaches should also be considered due to the delivery program of the sites being appraised.
* Review existing topography and provide advice in relation to additional significant data that will be required in order to proceed with any potential ROL assessments.
* Visit the sites and provide initial appraisal of the obvious and significant apparent risks in relation to Daylight and Sunlight matters
* Set up 3D Daylight and Sunlight Analysis Computer models and provide initial Lighting Optimum Envelope Diagrams (please note, may not be required for all the sites). For the purpose of this scope and tender please allow for 15 sites.)
* Import, model and report to the council team on the site development options
* Allow the council team access to your analysis Computer Model and Modeller (on your premises or as otherwise agreed with the council) to develop the optimum option for the site and site allocations brief
* Respond to the council team in a timely manner and notify the team immediately on any changes and deviation from the original agreed programme so that the milestones identified in Appendix D can be met.
* Provide all necessary diagrams and calculations in relation to the developed options on each site for, Daylight and Sunlight matters.
* Provide a summary report for the SADPD in relation to daylight and sunlight matters and issues relating to each potential site allocation. The D&S reports and recommendations will form a key part of the evidence base in support of the DPD.

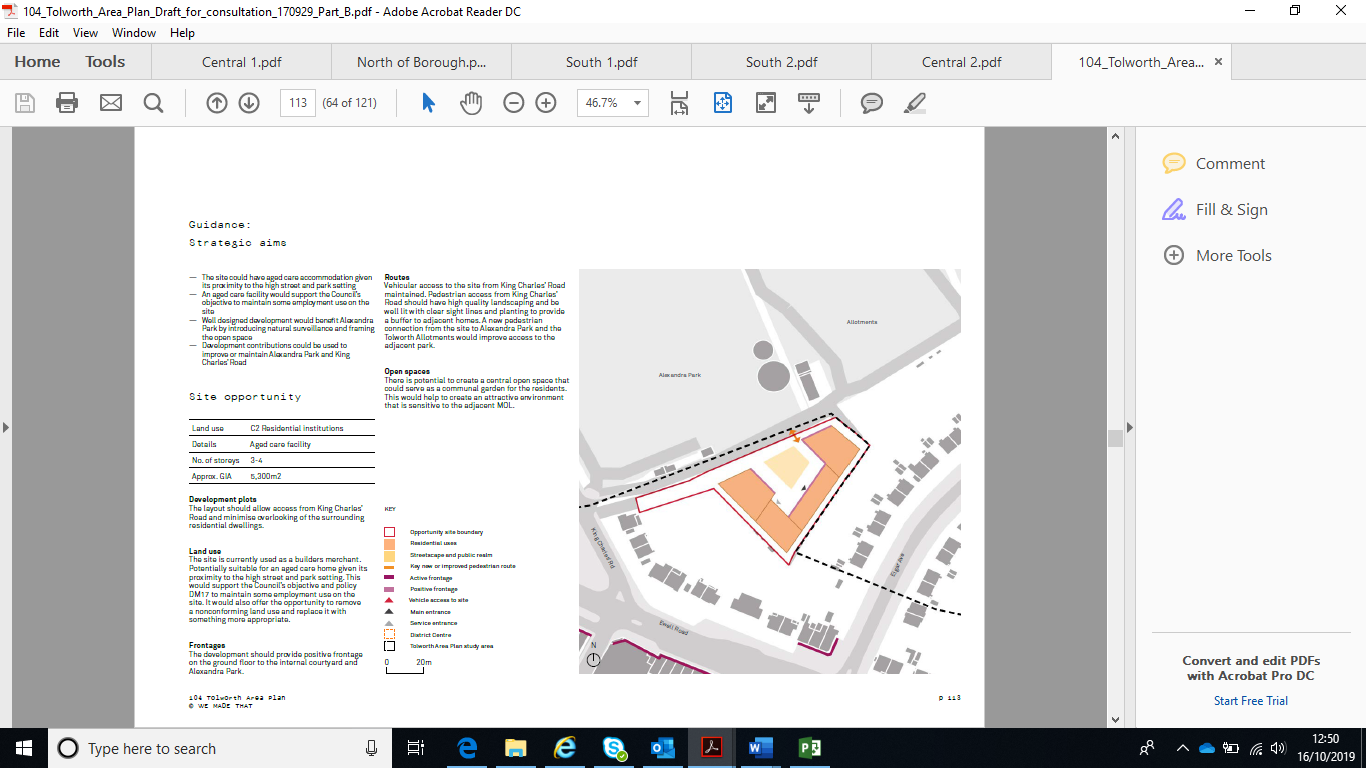
**Annex 1: Levels of assessment**

Level 1 examples





Level 2 examples



Level 3 examples

