

**EAST NORTHAMPTONSHIRE COUNCIL**  
**TENDER FOR CONSULTANCY SERVICES DEENETHORPE AIRFIELD GARDEN VILLAGE**

**TENDER – DOCUMENT TWO**

**SPECIFICATION**

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**Responses to this tender must be returned as set out in Document One, Instructions to Tenderers.**

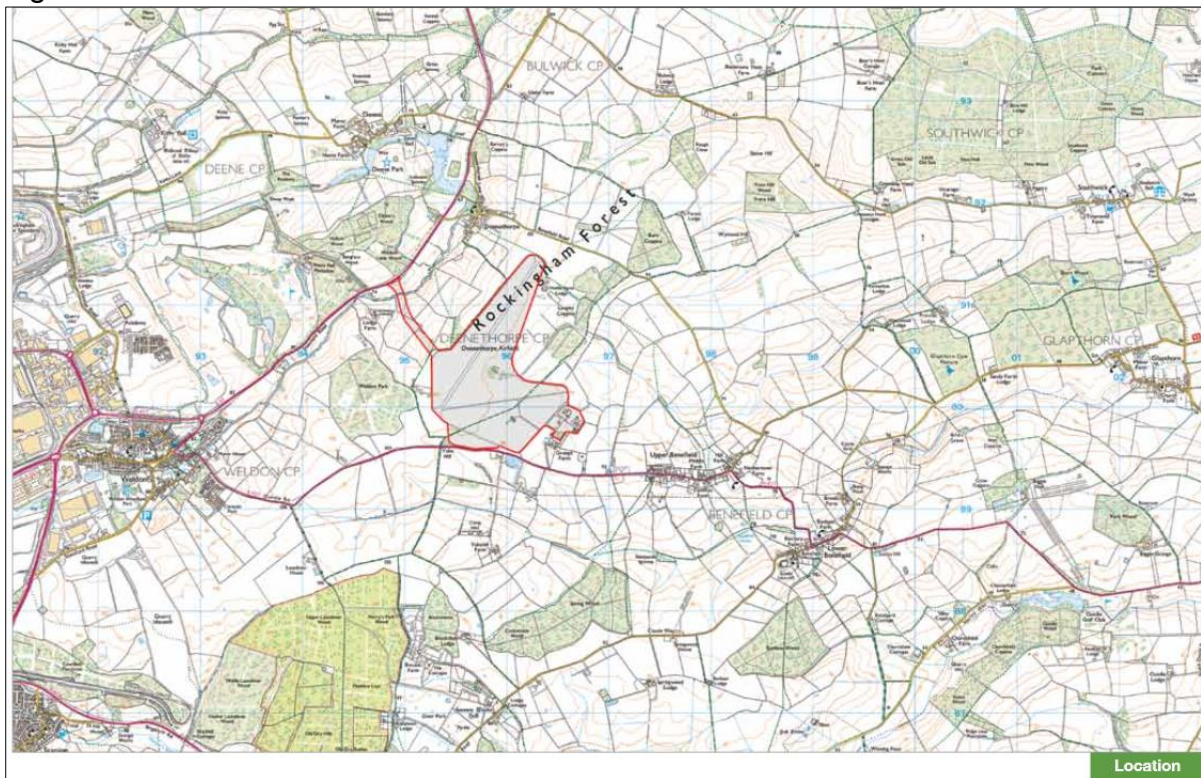
**1. INTRODUCTION**

- 1.1 This invitation seeks tenders for the provision of urban design and associated expertise to support the local planning authority and site promoter in planning and delivering a Garden Village at Deenethorpe Airfield in East Northamptonshire.
- 1.2 The Deenethorpe Airfield Garden Village is one of the first 14 Garden Villages to be supported by the Government <https://www.gov.uk/government/news/first-ever-garden-villages-named-with-government-support> .
- 1.3 The adopted Joint Core Strategy (JCS) sets out exacting requirements, designed to “*create a model for sustainable rural living, with exemplary standards of design, construction and community facilities*”. Meeting these requirements will be made possible by the long term commitment of the Deene Estate, which has owned the site since 1514.
- 1.4 East Northamptonshire Council (ENC) is being supported by the North Northamptonshire Joint Planning Unit (JPU) in working with the Deene Estate’s consultancy team. The JPU has in-house urban design expertise and can draw on biodiversity support from the County Council.
- 1.5 Additional capacity and expertise is needed to allow the masterplan, design codes and planning application to be considered to an accelerated timetable while delivering the place-shaping aspirations set out in the JCS and exploring best practice and innovation. ENC wishes to procure this input from one or more providers, on a flexible basis that will allow appropriate support to be drawn down as the project progresses.

## 2. BACKGROUND

- 2.1 The site for the Garden Village is within the district of East Northamptonshire on the A427 between Corby and Oundle. It extends to around 240 ha (600 acres) and forms part of the Deene Estate. The airfield was established as a US Army Airforce bomber base during the WWII and was subsequently used by the RAF before becoming a civilian airfield in the 1960's.

Figure 1

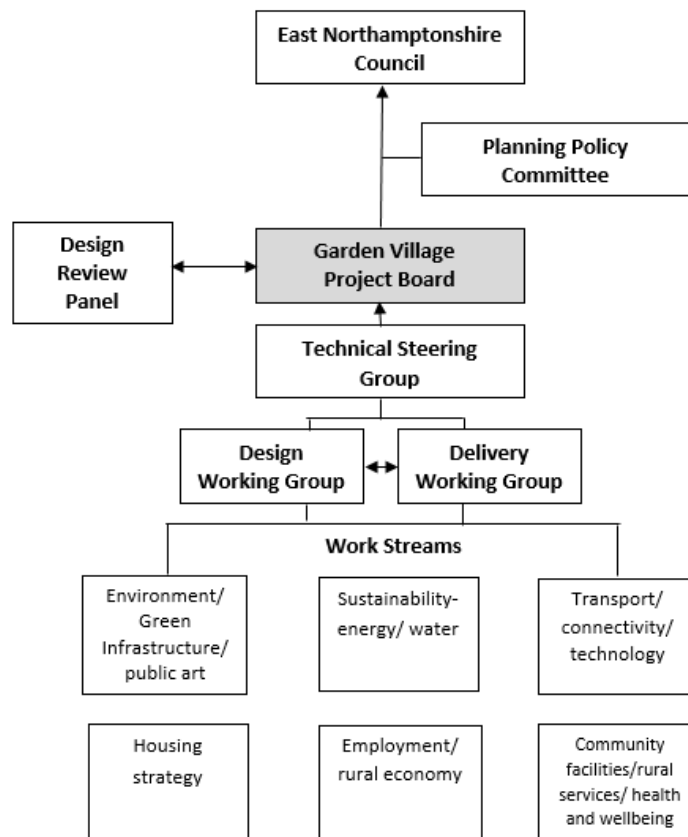


- 2.2 The strategic plan for the area (the Joint Core Strategy adopted in July 2016) contains a specific enabling policy for the creation of a Garden Village at Deenethorpe Airfield ([Policy 14](#)). Place shaping is at the heart of this policy, which seeks to create a sustainable garden village of a character and scale in keeping with East Northamptonshire's attractive small towns and villages, whilst also providing an exemplar of 21<sup>st</sup> Century standards of design, construction and community facilities.
- 2.3 The determination to create a high quality and locally distinctive place is shared by the Deene Estate, which is committed to using its landownership and long-term stewardship to create a development of lasting quality. This is evidenced by the emerging vision and concept for the Garden Village outlined in the [Deenethorpe Airfield Area of Opportunity – A New Garden Village](#) document, prepared by the Deene Estate as its input into the examination of the JCS.
- 2.4 ENC and the JPU are now working with the Deene Estate and its consultancy team to bring forward a masterplan and delivery strategy in line with JCS Policy 14. A workshop to engage key technical stakeholders was held in November

2016, supported by [Transform Places](#) and [Opun](#) (report available on request from [paulwoods@nnjpu.org.uk](mailto:paulwoods@nnjpu.org.uk)).

2.5 The Governance arrangements for the project are set out below

**Figure 2**



2.6 The aim is for ENC to consider a draft masterplan and delivery strategy for consultation at Full Council in July 2017. Following consultation, it is intended that final masterplan will be adopted by the Council in October, paving the way for a planning application by the end of 2017. The preparation of the planning application is being undertaken alongside work on the masterplan. The aim is for ENC to determine the planning application in 2018, which, subject to a positive outcome, will enable development to commence in 2019.

2.7 Urban design input is required [to] enable the Council to engage effectively with the Deene Estate and its consultancy team to ensure that the masterplan, design codes and planning application can be prepared and considered to this ambitious timetable, delivering the place-making aspirations set out in the JCS and exploring best practice and innovation.

### 3. SPECIFICATION

- 3.1 The required design inputs are set out as Lots in Table 1 below. Consultants may tender to provide the services identified in one or more Lots. Local knowledge will be beneficial and it is acceptable for the same personnel to be involved in multiple Lots as this will allow them to develop a detailed knowledge of the proposals and design issues. If not tendering for all Lots, consultants will need to demonstrate how they would work effectively with providers of other Lots.

**Table 1 – Specification of required services**

<b>Design Input</b>	<b>Requirement</b>	<b>Input 1/3/17-31/3/18</b>
<b>Lot 1</b> <b>Masterplanning co-ordination and capacity support.</b>	Experienced urban designer/s to support ENC and JPU. This will include supporting the Design Working Group, liaising with the promoter's professional team, and advising on good practice/ innovation and design processes including design coding.  Administrative support (meeting arrangements and minutes) will be provided through the JPU.	Up to 50 days' input, including attendance at 6 meetings of the Design Working Group.
<b>Lot 2</b> <b>Design Review</b>	Arrange and manage a multi-disciplinary design review panel to meet at key stages to test the quality of the emerging masterplan, design codes and development proposals. This will operate in accordance with the ten principles of design review <a href="http://www.designcouncil.org.uk/resources/guide/design-review-principles-and-practice">http://www.designcouncil.org.uk/resources/guide/design-review-principles-and-practice</a> to provide independent assurance that the design quality is exemplary in accordance with JCS Policy 14.  The appointed consultant will produce a letter within 10 working days of design review meeting summarising the Panel's views and setting out clear recommendations where additional information or improvements are required.  Accommodation for review panel meetings will be provided at ENC offices.	It is expected that the Design Review Panel will meet on up to 6 occasions during 2017/18 to consider the masterplan, design codes and planning application.
<b>Lot 3</b> <b>Expert multi-disciplinary design input</b>	Expert advice to assist ENC/ JPU in working with the Deene Estate's consultants on the work-streams identified in Figure 2 above, ensuring that the Garden Village proposals explore best practice and innovation.. This will include input on landscape, architecture, energy, sustainable drainage, highway design. This input will help address issues raised through Design Review process and consultation/ stakeholder engagement.	Up to 40 days' input including attendance at some Design Working Groups. This assumes 8 days each for up to 5 experts. The precise apportionment of time will depend on the issues to be addressed.

- 3.2 This design input is being procured by East Northamptonshire Council, however the contract will be managed on its' behalf by the NN JPU Design Action Manager, who will act as the main point of contact.
- 3.3 The Government has confirmed initial funding to enable this work to commence, with an opportunity to secure additional support during 2017/18. The capacity identified in Table 1 will be drawn down between March 2017 and March 2018 inclusive. Depending on costs and the amount of Government support secured, not all of the time input procured may be utilised.
- 3.4 Tenders should identify the consultants to be involved and provide CVs setting out their qualifications and relevant experience. If any of the named consultants becomes unavailable during the course of the project, a suitably qualified and experienced substitute may be agreed with the Design Action Manager. ENC reserves the right to seek an alternative provider if a suitable substitute is not available.
- 3.5 Consultants will be based at their own offices but will require regular liaison with the JPU, including attendance at meetings at the ENC offices in Thrapston (NN14 4LZ) and the Deene Estate office at Deene Park (NN17 3EW). Tenders should specify travel costs and other expenses.
- 3.6 It is anticipated that the contract will be operation from the 1<sup>st</sup> March 2017 to 31<sup>st</sup> March 2018 with a possible option to extend for a further year if ENC requires ongoing input on this project.
- 3.7 Progress will be monitored against the broad milestones set out at paragraph 2.6 above and a more detailed work programme to be agreed between ENC/ JPU (with input from the appointed consultants) and the Deene Estate. The appointed consultant will agree detailed working arrangements with the JPU Design Action Manager and the contract will be monitored through monthly progress reports.