

# Seaton Valley Council

## A Community Council

### Specification Guidelines – Floral Planting Specification 2026–2028

Contract Reference: SVC-FP-001A-2026

#### 1. Introduction

This specification defines the required services for the supply, installation and maintenance of floral planting across the five villages of Seaton Valley. The Council is transitioning from annual bedding to a predominantly perennial scheme to improve sustainability, biodiversity and long-term value. Additional information is provided in Appendix 1.0 Planting Locations and Quantities.

#### 2. Objectives

- Reduce waste and environmental impact.
- Increase perennial planting and biodiversity.
- Provide attractive, well-maintained planting across all villages.
- Deliver reliable year-round maintenance.

#### 3. Scope of Works

##### 3.1 Plant Supply and Installation

- Supply and install perennial plants, annual bedding and wildflower mixes.
- Ensure peat-free compost and pollinator-friendly species.
- Prepare all beds, including soil improvement where required.
- Install wildflower swathes at designated areas.

##### 3.2 Maintenance Requirements

- Minimum weekly watering during the growing season, increasing as needed depending on weather.
- Feeding, weeding, deadheading and litter removal.
- Replacement of plant losses due to failure (excluding vandalism/theft).
- Winter maintenance including soil improvement and bed preparation.

##### 3.3 Frequency

- March–October: Every 3–4 weeks for perennials; annual beds as required.
- November–February: Minimum twice (every two months).

#### 4. Sub-Lots

- |                   |  |
|-------------------|--|
| A. Seaton Delaval | F. All villages – combined planting only |
| B. Seghill        | G. Annual beds (all villages)            |
| C. New Hartley    | H. Perennial beds (all villages)         |
| D. Holywell       | I. Wildflower areas                      |
| E. Seaton Sluice  | J. Maintenance only (all villages)       |

## **5. Standards**

The contractor must comply with relevant horticultural best practice, including BS 4428:1989 (Code of Practice for General Landscape Operations). In addition to:

- High-quality plants and materials.
- Sustainable sourcing and waste minimisation.
- Safe working practices compliant with legislation.
- Clear communication with Council officers.

## **6. Reporting**

Contractor to provide monthly maintenance reports during March – October and one winter report during November – February. In addition to:

- Report issues promptly.
- Seasonal updates and maintenance logs.

## **7. Council Responsibilities**

- Provide site access.
- Provide signage for fallow beds where applicable.

## **8. Contractor Responsibilities**

- Provide labour, equipment and transport.
- Ensure insurance and safety compliance.
- Attend site meetings when required.

## **9. Phasing Options**

Contractors may propose:

- 100% transition in Year 1,
- Phased approach (75%, 50%, etc.) with supporting cost breakdown.

## **10. Completion and Handover**

Ensure all beds are left in good condition at end of contract period.

## **11. Evaluation Criteria and Weightings**

Bids will be evaluated in accordance with the following criteria and weightings. All submissions must address these criteria clearly and directly.

### Scoring Scale (0–5)

- 0 – Unacceptable: Fails to meet requirement; significant concerns.
- 1 – Poor: Serious weaknesses; insufficient evidence.
- 2 – Adequate: Meets minimum requirement but lacks detail.
- 3 – Good: Meets requirement with clear supporting evidence.
- 4 – Very Good: Strong proposal with added value.
- 5 – Excellent: Outstanding proposal with exceptional evidence.

Criteria and Weighting	Assessment Based On:
Price – 40%	<ul style="list-style-type: none"> <li>• overall value for money</li> <li>• clarity and transparency of pricing</li> <li>• whole-life cost implications</li> <li>• phasing cost options (100%, 75%, 50%)</li> <li>• proportionality of costs to the scope of work</li> </ul>
Quality of Plants, Materials and Method – 20%	<ul style="list-style-type: none"> <li>• suitability and quality of proposed plant species</li> <li>• compost, soil preparation and installation standards</li> <li>• planting methodology</li> <li>• assurance of plant health and establishment</li> </ul>
Environmental Sustainability – 12%	<ul style="list-style-type: none"> <li>• peat-free, pollinator-friendly and sustainable planting practices</li> <li>• minimisation of waste</li> <li>• water efficiency</li> <li>• contribution to biodiversity</li> </ul>
Design Approach – 10%	<ul style="list-style-type: none"> <li>• visual impact and layout</li> <li>• year-round interest (including winter structure)</li> <li>• sensory elements where appropriate</li> <li>• consideration of village character</li> </ul>
Experience and Capability – 8%	<ul style="list-style-type: none"> <li>• evidence of similar contracts delivered</li> <li>• horticultural competence and team skills</li> <li>• references or examples of recent work</li> </ul>
Maintenance Methodology – 5%	<ul style="list-style-type: none"> <li>• clarity and feasibility of maintenance schedule</li> <li>• watering, feeding, deadheading and winter preparation</li> <li>• responsiveness to issues or seasonal conditions</li> </ul>
Communication and Contract Management – 3%	<ul style="list-style-type: none"> <li>• contractor's approach to liaison with SVCC</li> <li>• proposed reporting arrangements</li> <li>• ability to provide updates and respond to queries</li> </ul>
Safety and Compliance – 2%	<ul style="list-style-type: none"> <li>• health and safety systems</li> <li>• risk assessments</li> <li>• employee and public liability insurance</li> <li>• evidence of competent staff and safe working practices</li> </ul>

## SVC-FP-001A-2026 Appendix 1.0 Planting Locations and Quantities

NOTE: Quantities are indicative and may vary by +/- 10% depending on plant availability.

VILLAGE	LOCATION	BED LOCATION	WHAT/3/WORDS	BED NUMBER	STATUS	QUANTITY GUIDE	SPRING/SUMMER SPECIES	WINTER SPECIES	QUANTITY GUIDE	SIZE	
Seaton Delaval											
Seaton Delaval (Sub-lot A)	Avenue Head	Centre Roundabout Bed	growl.windmill.webcams	SD-01	Presently	500	Cosmos Apollo Mixed	Poly Crescendo Orange	330		
					New Tender	500	Annuals - Stand Out Bed	Black tulips	170		
									Dormant		44m2
		External Roundabout Beds	split.glders.dolls	SD-02	Presently	500	Geranium Pentland Mix/Annuals	Wallflower - Sugar Rush Mixed	500		
					New Tender	500	Annual Bed	Dormant		12.5m2	
			dissolve.mast.homelands	SD-03	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed			
					New Tender	50	Perennial Bed			12.5m2	
			newlyweds.chatting.crashing	SD-04	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	500	Annual Bed	Dormant		12.5m2	
			household.pigment.congratulations	SD-05	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	50	Perennial Bed			12.5m2	
Seghill											
Seghill (Sub-lot B)	Backworth Junction	Bed	digits.papers.gentle	SH-01	Presently	500	Cosmos Apollo Mixed	Poly Crescendo Orange	500		
					New Tender	75	Perennial Bed	Black tulips	150		
		Tower Head		SH-02	Presently	50	Gazania Kiss Frosty Flame Mix	Wallflower - Sugar Rush Mixed			
					Remove						
	Main Street	Raised Planters	agent.warns.train	SH-03	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	75	Perennial Bed			20m2	
		Raised Planters	trips.yards.cheeks	SH-04	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	500	Annuals - Stand Out Bed	Dormant		20m2	
		Raised Planters	button.flash.donor	SH-05	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	75	Perennial Bed			20m2	
		Raised Planters	detail.drape.cigar	SH-06	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	75	Perennials			19m2	
		Raised Planters	rigid.spell.handed	SH-07	Presently	500	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	500		
					New Tender	75	Perennial Bed			19m2	
	Barras Avenue	School Triangle	stem.curl.grants	SH-08	Presently		Perennials				
					New tender		Remove and House Tower				

New Hartley										
New Hartley (Sub-lot C)	Pit Cart		before.hopefully.ocean	NH-01	Presently	100	Gazania Kiss Frosty Flame Mix	Wallflower - Sugar Rush Mixed	100	
					New Tender	10	Perennial Bed			3.25m2
	Bus Stop	Dorchester ct side	restored.effort.denoting	NH-02	Presently	150	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	150	
					New Tender	21	Perennial Bed			5.75m2
	Bus Stop	Chipchase ct side	bachelor.sprayer.clocking	NH-03	Presently	150	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	150	
					New Tender	21	Perennial Bed			5.75m2
	Roundabout	Middle Location	aware.singer.verbs	NH-04	New Tender	20	Perennial Bed			7.0m2
	Park	Exit bed	hurts.crisp.whites	NH-05	Presently	40	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	40	
					New Tender	9	Lavenders/ white and blue			1.75m2
		Exit bed		NH-06	Presently	40	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	40	
					New Tender	9	Lavenders/ white and blue			1.5m2
	New Bed	Opposite Memorial Garden	drape.models.strike	NH-07	Presently	170	Cosmos Apollo Mixed	Poly Crescendo Orange	150	
								Black tulips	150	
					New Tender	220	Annuals - Stand Out Bed	Dormant		20m2
Holywell										
Holywell (Sub-lot D)	Bates Entrance	Bottle bank side	firms.vaulting.meanwhile	HW-01	Presently	200	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	200	
					New Tender	25	Perennial Bed			8.75m2
		Church side	donor.straddled.constrain	HW-02	Presently	200	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	200	
					New Tender	25	Perennial Bed			10.0m2
	Tilmouth	Lights side	housework.accordian.light	HW-03	Presently	50	Gazania Kiss Frosty Flame Mix	Wallflower - Sugar Rush Mixed	150	
					New Tender		Perennial Bed (In Bloom)			
		Woodland walk side	constrain.astounded.awake	HW-04	Presently	50	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	50	
					New Tender		Perennial Bed (In Bloom)			
					Presently	50	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	50	
					New Tender		Perennial Bed (In Bloom)			
	Coppergate	Holywell pizza	digitally.vessel.dogs	HW-05	Presently		Perennials		150	
					New Tender		Perennial Bed			4.8m2
	Holywell Village	Centre mound bed	cunning.hazelnuts.backswing	HW-06	Presently	650	Cosmos Apollo Mixed	Poly Crescendo Orange	600	
					New Tender	650	Annuals - Stand Out Bed	Dormant		14.75m2
		Earsdon side	dislodge.miles.never	HW-07	Presently	300	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	300	
					New Tender	75	Perennial Bed			17.75m2
		Villiage side	slightly.gravel.wiggled	HW-08	Presently	300	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	300	
					New Tender	75	Perennial Bed			16.0m2
		Gate bed memorial side	jiggle.videos.shifting	HW-09	Presently		Perennials		350	
							Perennial Bed (In Bloom)			
		Gate bed villiage side	shirtless.minerals.skims	HW-10	Presently		Perennials		300	
							Perennial Bed (In Bloom)			

Seaton Sluice										
Seaton Sluice (Sub-lot E)	Astley Villas		barn.pipe.atom	SS-01	Presently	250	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	250	
					New Tender	40	Perennial Bed			9.25m2
	Fountian Head		friend.land.ready	SS-02	Presently	200	Gazania Kiss Frosty Flame Mix	Wallflower - Sugar Rush Mixed	200	
					New Tender	25	Perennial Bed			8.5m2
	Chip Shop		rash.parks.combining	SS-03	Presently	600	Cosmos Apollo Mixed	Poly Crescendo Orange	600	
					New Tender	30	Grasses and Stone Chippings			15m2
	Ochiltree Court		export.into.purple	SS-04	Presently	150	Gazania Kiss Frosty Flame Mix	Wallflower - Sugar Rush Mixed	150	
					New Tender		Remove and Stone			4.75m2
	Beresford Road	Whitley Bay End	guard.blues.arrow	SS-05	Presently	300	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	300	
					New Tender		Remove initially add new Perennial Bed in 2027			10.5m2
			loft.shack.feels	SS-06	Presently	250	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	250	
					New Tender		Remove			10.75m2
			market.script.torch	SS-07	Presently	250	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	250	
					New Tender		Remove			11.0m2
			weds.sunset.bunk	SS-08	Presently	250	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	250	
					New Tender		Remove			10.5m2
			scout.meal.exists	SS-09	Presently	250	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	250	
					New Tender		Remove			10.5m2
			filer.snake.play	SS-10	Presently	250	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	250	
					New Tender		Remove initially add new Perennial Bed in 2028			11.0m2
			deaf.exchanges.pushed	SS-11	Presently	300	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	300	
					New Tender		Remove			10.5m2
			awards.worker.gravy	SS-12	Presently	200	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	200	
					New Tender		Remove			11.0m2
			groom.frame.shapes	SS-13	Presently	300	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	300	
					New Tender		Remove			11.5m2
			badge.broken.good	SS-14	Presently	200	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	200	
					New Tender		Remove initially add new Perennial Bed in 2028			11.0m2
			region.happy.whites	SS-15	Presently	300	Geranium Pentland Mix	Wallflower - Sugar Rush Mixed	300	
					New Tender		Remove			11.0m2
	West Terrace	Within Park	laying.swung.cracks	SS-16	New Tender	600	Annuals - Stand Out Bed	Dormant		25-30m2

### ADDITIONAL FEATURES

WHAT	QUANTITY GUIDE	SPECIES GUIDE
Tower Planters (x8)	400	Petunia Multiflora grand Rapids
	280	Begonia Tuberous Non Stop Joy Yellow
	280	Alysum Deep Purple
	240	Dichondra Silver Surfer
Barrier Planters (x90)	450	Petunia Multiflora grand Rapids
	360	Begonia Tuberous Non Stop Joy Yellow
	360	Alysum Deep Purple
	360	Dichondra Silver Surfer
Hangging Baskets (x18)	90	Petunia Multiflora grand Rapids
	60	Dichondra Silver Surfer
	60	Begonia Tuberous Non Stop Joy Yellow
Village Entrance Planters (x14)	40	Perennials
Valley Planters (x10)	20	Lavender

### Wild Flower Swathes

Seaton Delaval	1. Wheatridge, 2. Whitton Place and corner of fontburn
Seghill	1.The Blake, 2. Infront of Playpark Deneside, 3. Entrance to mares Close
New Hartley	1. Entrance to NH near pit cart 2. Bristol street behind bus stop - two ends not middle
Holywell	1. Opposite St Marys Church 2. Chollerford Mews 3.Righthand side of picnic area 4. Two corners of Earsdon Lane.
Seaton Sluice	1. Sunken Garden 2. West Terrace Park 3. Old End of Beresford Road + plant bulbs

### New Additions Summarised

Add new bed in Seaton Delaval for main stand out bed - Location Whitton/A192
Remove Barras Avenue/School Triange and relocate tower planter
Seghill Stand out bed middle brick planter
Seaton Sluice remove all 11 beds on Beresford whilst road workings etc. Plan to add wild flower swathe and bulbs in their place
Add new Stand out bed in West Terrace Park

### CONSIDERATIONS AND OPTIONS

To help manage transition to the new planting schemes, and mitigate the likely increase in cost over the initial one-to-two-year period, the council is willing to consider a phased approach to the transition. This could include planting all beds but only filling a percentage of the available space in year one, and the remaining space in year two. Bids may include options for phasing such as:

Year 1 Planting Options			Year 2 Planting Options		
100%	75%	50%	Maintenance Only	25%	50%