

Walton Neighbourhood Plan – Design Project Brief for Walton Neighbourhood Plan Steering Group

Leeds City Council - Environment & Design Group & Policy and Plans

Introduction

This document sets out the scope of works and fee for the preparation of a contextual analysis and development concept proposals for proposed site allocations at Walton, Leeds.

Officers of the Design Team (part of the Environment & Design Group, Planning Services, Leeds City Council) will undertake the associated works with support from officers in Policy & Plans (neighbourhood planning team).

Project Aims

1. To produce indicative residential development concepts for three sites.
2. Concept drawings evidenced and supported by a character and contextual analysis study.

Scope of Services

The primary purpose of the work is to develop indicative concept layouts for three potential development sites identified by the Neighbourhood Plan Steering Group. Contextual and character analysis will be part of this work.

A 'design workshop' will be included to give the opportunity for feedback and discussion before the final indicative layouts are produced.

Context and Character Analysis

- Desktop study to identify the grain and form of the village and its historical development
- Plans/drawings to illustrate the concepts of character and context

Indicative Development Plans

- Site specific analysis for three parcels of land identified by the Walton Neighbourhood Planning Group
- Illustrate the constraints and opportunities identified for each site
- Indicative plans for each site illustrating key concepts, including but not limited to form, layout, movement and landscaping
- An 'artist impression' type illustration for each site

Outputs

- Indicative drawings for three sites as agreed
- Evidence to support the neighbourhood plan

Fee

There is a fee ceiling of £1,500.

Programme

It is estimated that the work programme will be completed in approximately six weeks. The start date for the work is 19 December 2016.

Inclusions

- Travel expenses
- Paper copies of drafts for the workshop and 2 copies of each final drawing (there will be a charge for additional copies)
- Electronic copies of all work
- A site visit (19 Dec 2016) and workshop (mid-January 2017)
- Project management support – Ian Mackay