

Project Brief / Proposal Document

SCHEME INFORMATION	
PROJECT TITLE (To be completed by BBLP)	Haywood Lane, Causeway/footway Design
LOCATION (To be completed by BBLP)	Belmont Pool, Haywood Lane, Hereford
TYPE OF PROJECT (To be completed by BBLP)	Causeway/ Preliminary footway Design
DESIGN STAGE (To be completed by BBLP)	Preliminary Design
FUNDING SOURCE (To be completed by BBLP)	Herefordshire Council Parks and Countryside
HEREFORDSHIRE COUNCIL PROJECT MANAGER (To be completed by BBLP)	Abbey Collings
BBLP PROJECT MANAGER (To be completed by BBLP)	Christian Meanwell
SUBCONSULTANT PROJECT MANAGER (To be completed by sub consultant)	N/A
WBS CODE (To be completed by BBLP)	5DMDQA001

BRIEF / BACKGROUND
(TO BE COMPLETED BY THE CLIENT GROUP AND/OR CONSULTANT PROJECT MANAGER FOLLOWING DISCUSSION WITH THE CLIENT)
<p>Background:</p> <p>The proposal is to design and build a Timber Deck walkway structure adjacent to the carriageway on the embankment of the Belmont pools to improve the safety of pedestrians and cyclists across the causeway over the Belmont pools at Haywood Lane. A feasibility report (Oct 2016) has been prepared investigating the site and the potential design options. The site extents have been identified as part of this report.</p> <p>The feasibility study has identified the possibility of constructing a 70m length Timber Deck walkway structure.</p> <p>BBLP Hereford has been asked to provide a quotation for providing design and professional services for the project. As part of this we require sub consultant support with certain aspects of the works.</p>

PROPOSAL
(TO BE COMPLETED BY THE CONSULTANT TEAM PROJECT MANAGER)
<p>To consult with specialist sub-contractors to undertake various design surveys to establish a preliminary design for the timber walkway.</p> <p>Upon completion of the design stage, the scheme will move forward to construction with the agreement of HC officers as to the appropriateness of the works. As the total available sum for construction is estimated in excess of £50,000, Cabinet Member approval is sought to proceed with the design and subsequent construction of the Timber Deck walkway.</p>
DELIVERABLES
<ul style="list-style-type: none"> • Topographical Survey • Ecological Survey • Ground Investigation • Preliminary design (to determine the actual length of timber boardwalk required and Solutions for the approaches to the boardwalk) • Consult local councillors
REQUIREMENTS
<p>To provide a design proposal to a Timber deck walkway at Haywood Lane adjacent to the carriageway and Belmont pools to the current Highways Authority (HA) standards (load carrying capacity - 40/44 tonnes gross vehicle weight).</p> <p>To provide any other associated or additional works deemed appropriate for inclusion at the proposed walkway location.</p>
RISKS
<p>The identified constraints of the project are listed below :</p> <ul style="list-style-type: none"> • Flooding risks at the site; • Site is on a Site of Special Scientific Interest (SSSI) and Special Area of Conservation (SAC); • Site access for plant and machinery; • Stakeholder Cooperation; • Highway use, closures and access; • Ecological (Timing of work, unforeseen protected species, mitigations required). • Environment Agency/ Land Drainage Authority views and recommendations; • Availability of Subcontractors
RELEVANT DOCUMENTS
<ul style="list-style-type: none"> • Haywood Lane Causeway Development Feasibility Study • Haywood Lane Causeway Option 3 Review
STAKEHOLDERS

Identified Stakeholders;

- Country Park Supporters Group
- BBLP (on behalf of Herefordshire Council)
- Environment Agency (EA);
- Statutory Undertakers/Utility Companies;
- Local Residents and land owners;
- Local businesses;
- Local Parish Council
- Land Drainage Authority
- Natural England
- Designated Areas

Communications Plan:

To be confirmed once scope of works is confirmed.

PROGRAMME

HC have indicated that they would like to carry out the construction of the project in the period of 2017;

The proposed programme of construction taking place from November 2017.

The Deliverables: The deliverables identified for the project are as follows:

This Brief only looks at Stage 1

Stage 1

- Topographical Survey
- Ecological Survey
- Ground Investigation
- Preliminary design (to determine the actual length of timber boardwalk required and Solutions for the approaches to the boardwalk)

- Consult local councillors

Stage 2

Construction

- Provision of Site Accommodation and welfare
- Traffic safety and management - Road Closure for 8 weeks, manned by 2 operatives for duration
- Establishment and maintenance of site compound - working and storage area
- Set up boundary fencing
- Remove existing hedgerow
- Take up or down trees and remove to tip off site
- Existing Drainage to be fenced off/protected
- Excavation for Access and pile installation
- Screw Piling For Timber Deck Walkway

HEALTH & SAFETY

Notification Statement: CDM Notification dependant on construction approval.

- This project does not requires notification to the HSE
- The Client is aware of their duties as required under the CDM Regulations (2015)

Safety Advisor: Clive Smith
Organisation they work for: BBLP

STAFF AND FEES

Haywood Lane and Mulberry Close Target Cost		
TARGET COST SUMMARY		
BBLP Management		£ 9,863.83
Sub-Contractor		£ 2,650.00
Traffic Management		£ 529.67
Risk Register		
	Subtotal	£ 13,043.50
COMPENSATION EVENTS		
		N/A
	Subtotal	
Total	Total	£ 13,043.50
Fees @ 9.83%	Fee	£ 1,282.18
SCHEME TARGET COST	Grand Total	£ 14,325.67

SUBMISSION AND APPROVAL

(TO BE COMPLETED BY HC/BBLP)

Submitted by : C.Meanwell	Signed: CM
on behalf of BBLP	Date: 31/08/2017
Approved by :	Signed:
on behalf of HC	Date: