

# Normandy Parish Council

Serving Our Community through working in Partnership

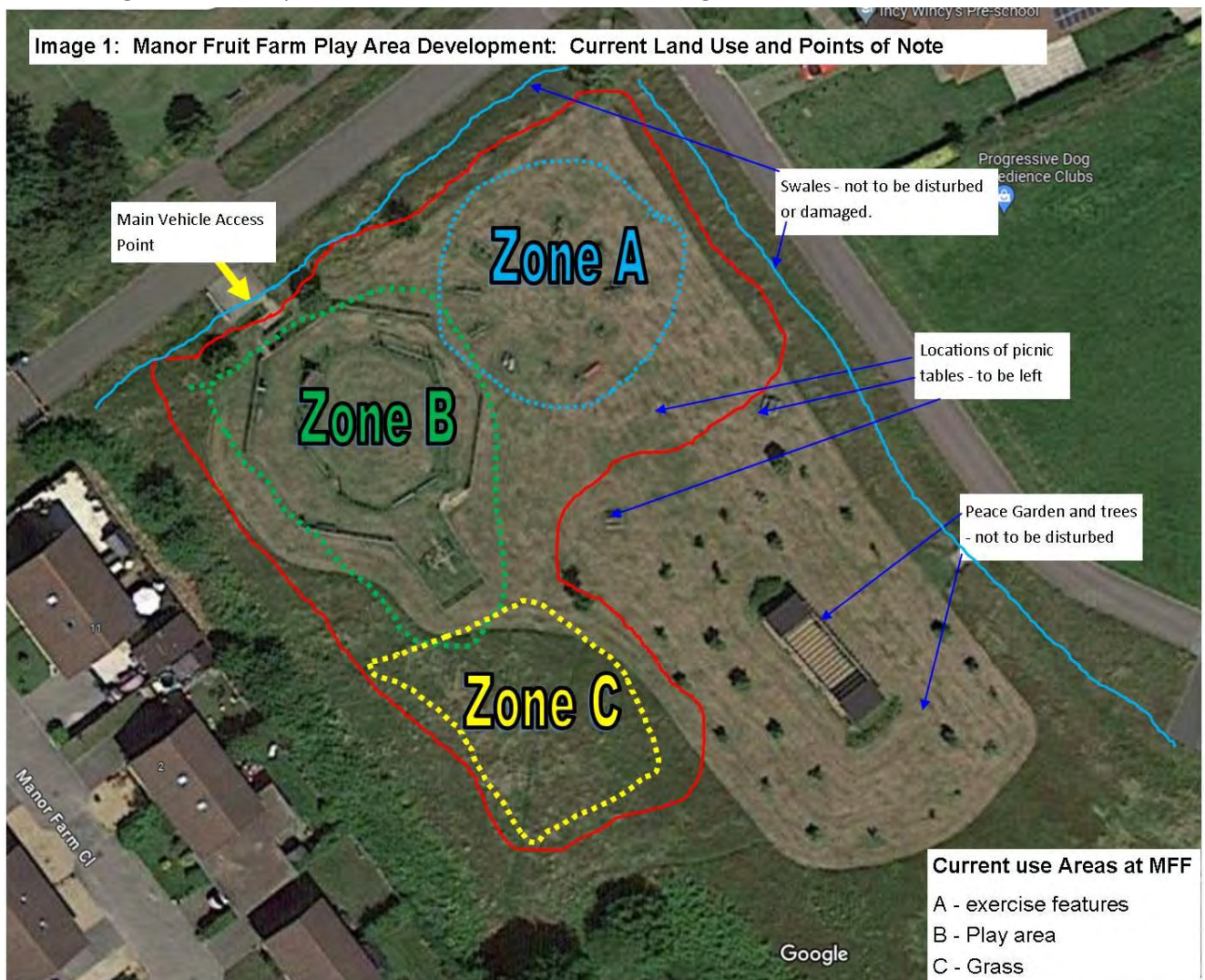
## Lot 1

### Play Area Information for Design Brief

#### Introduction

Manor Fruit Farm is a 29.73 acre site within the Parish of Normandy located just off Glaziers Lane. It provides an open recreational space for residents along with a community shop and café, the Normandy Therapy Garden, Normandy Village Hall, Normandy Bowls Club and Guildford Archery Club. Normandy Parish Council (NPC) has a long lease on the land at Manor Fruit Farm (MFF) since 2000 and has worked with community partners to develop the existing facilities. The current play area was created in 2008 (wooden features) and 2010 (metal features).

The existing features and points to be noted can be seen on Image 1.



The existing play area at Manor Fruit Farm in Normandy is coming to the end of its useful life. Whilst it is still very popular with children and families, a recent survey of the community has identified that the existing features are best for children aged about 3 – 10 and there is little for younger or older children.

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The existing exercise area has recently been found to have about another 2-4 years of useful life left. However, as we would like to ensure the best use of the area is made now to develop an excellent play area, we will be removing and not re-siting these features as part of this contract.

The Council feels that this is a good time to design this whole area for the future, providing a high standard of play value which is inclusive and encourages adventurous play for children and young people of all ages.

The details of what the council require are specified below:

## **1. Age Ranges**

NPC sees the challenge is to design an area for play, exercise and outdoor enjoyment for people of all ages. The primary focus for the play area is on children, from toddlers to teens.

We would also look favourably on an adult exercise unit. However, if including equipment suited more to adults in the design drastically compromises the value of the children and young people's play equipment, the Council will remove it.

We will look favourably on a separated, fenced off area for children under 6; potentially using all or part of Zone A (current exercise equipment area).

## **2. Location and Area**

The maximum area to be used by this project is indicated by the red outline on Image 1. This is an approximate area of 3,277m<sup>2</sup>.

The existing picnic tables are to be left, though the new play features can include them if appropriate. The development, construction of and new play area must not disturb any of the trees/tree roots along the avenue or around the Peace Garden. The Peace Garden is not included within this development and the Swales are not to be disturbed or damaged.

## **3. Ground Conditions & Site Survey**

All potential contractors should visit the site before submitting a tender. The successful bid should make its own assessments of the ground conditions and ensure that it designs the new play features, including surfaces, to take these into account.

From previous surveys the Council understands that MFF is on Bagshot Beds over London Clay. The London Clay is dominant as you move south towards the container.

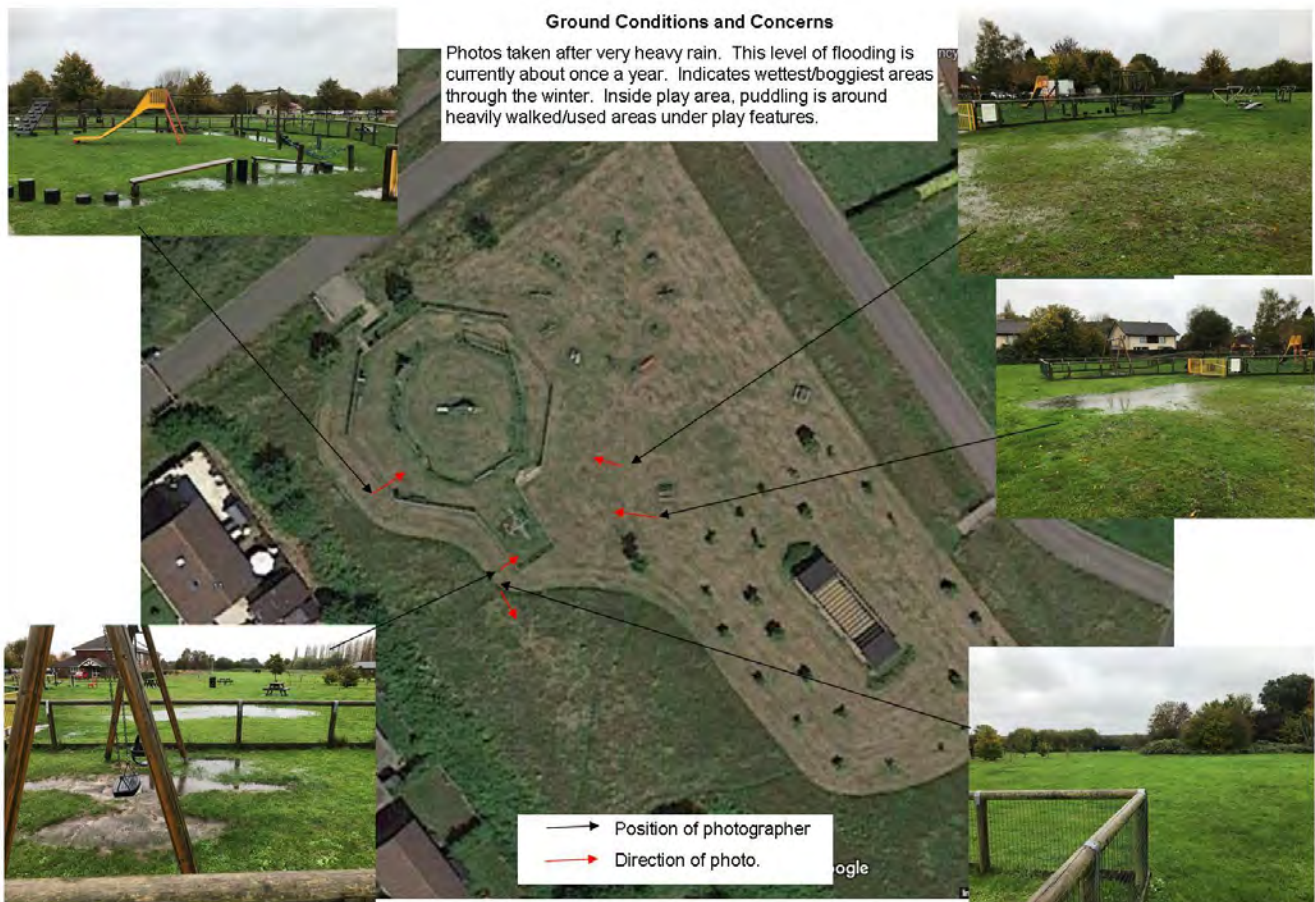
Prior to the construction of the roads and existing facilities at MFF in 1999, a ground survey was undertaken in July, including boreholes (this can be made available if required). However, during construction of the roadway, new boreholes were dug and the soil type/depths were found to differ. (There are letters referencing this, but not detailed survey information).

From the roadway construction boreholes, there is about 300-650 mm of topsoil over clay-silty-sand.



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At present there is a swale to the north and east of the play area site which helps to remove road and groundwater from this area.

The existing play area and exercise area sites are known to get quite boggy in winter and water puddles after heavy rain (see image1.2). Conversely, in the summer the area can become very dry and the ground quite firm. However, it does not crack at the surface.

Image 2 shows puddling after heavy rain. Much of the puddling in Zone B is under the play features - ie areas that have the heaviest footfall. The current surface of Zone A is quite undulating, which leads to puddling.

Though Zone C (Image 1) looks free from puddling, this area is damp and soft underfoot through the winter.

### 3. Removal and Retention of Existing Equipment

The following items are to be removed and recycled:

- Wooden/rope play features
- Fencing around the existing play area
- Benches within the existing play area
- metal exercise features and any associated signage
- Red metal bench

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The following items are to be kept and reused if possible (ie if they meet current safety standards and will fit within the new design). The council will look favourably on the contract including the re-use of the metal slide and swings at our Normandy Common Site if they do not fit with the new Manor Fruit Farm Play Area.

- Metal slide
- Swings
- Waste Bins (*The council will keep the bin units if they do not fit within the new design*)
- Yellow pedestrian and vehicle gates

#### 4. Play Features and Landscape

The Council does not wish to be overly prescriptive and looks for innovative, interesting designs that meet our brief with a key focus on:-

- suitability for different age ranges
- inclusion
- interest, variety and challenge for all
- integration of the play features into the landscape
- the overall look and feel of the play area is natural

#### ***Play Items***

The Parish Council carried out a community survey to establish what play features are most popular. The top features of this survey (listed below) will be favoured by the Council, but other features, novel play items and creativity is also encouraged.

We reserve the option to make alterations to a chosen design after further community consultation.

Community Preferred order:-

- Climbing and hanging
- Gliding
- Sliding
- Dynamic swinging
- Swinging
- Bouncing
- Spinning
- Sound (with consideration for location and neighbours within the vicinity)
- Dynamic
- Balancing
- Inclusive
- Group play
- Rocking
- Interactive Play
- Role Play

Even though things like rocking and interactive play are at the bottom of the list, we would still like to see ideas for these, potentially in the Under 6 Zone.

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## ***Inclusivity***

We are looking for a design that allows all children to play, regardless of their abilities, physical limitations or sensory or cognitive differences. We would particularly be interested in seeing inclusive equipment which encourages children to play together, instead of restricting access.

Play equipment that optimises the social learning experience of children, and that is considerate of the needs within the community will be looked upon favourably.

The accessibility through the play area for everyone is also a consideration that must be included.

## ***Materials***

The Parish Council are willing to consider equipment made of different materials. However, due to the heavy use of the playground, equipment must be robust and vandal-proof.

We will look favourably on materials that have an expected lifespan of at least 20 years. For this reason, we are not likely to prefer softwood. The site is quite open, currently with little shade, so metal items are likely to get very hot. If used, positioning or suitable insulation must be considered so that they do not burn children.

## ***Surfacing***

The Parish Council wishes to include appropriate safety surfacing to deliver a cohesive play experience. Any specified material must be hardwearing and offer longevity and be cost effective. This is especially important within an Under-6 Zone, but is not expected to cover large parts of the whole area. Again, surfacing must fit with the naturalness of the area.

All surfacing will need to drain well and not allow puddling of water. However, we would also prefer low-maintenance surfacing and for this reason would not consider sand or woodchip. Fake grass will not be considered due to the high temperatures it reaches in summer and the likelihood of particles breaking off and entering the surrounding natural environment.

The environmental impact of the surfacing is also of importance, particularly whether the surfacing is likely to break down over time or release particles of the material into the natural environment.

## ***Landscape design***

We are keen to see play structures fitted into a landscaped design so children can experience adventure in a garden setting, with suitably robust planting, and to help reconnect children and their families with nature. This should also fit in with the existing naturalness of the surrounding area and take into account the nearby housing and gardens.

By integrating landscape and play areas together, we hope for the playground and the surrounding area both work seamlessly together, increasing its aesthetic value and supporting the equipment to blend into the surrounding area. Landscape features that add to play and can become part of the play features would be favoured. We are particularly keen to see ideas using mounds, tunnels and slides.

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The Parish Council are keen to see designs that use landscaping to enhance safety and to ensure good surface water drainage and run-off from safety surfaces. There needs to be space for children to play away from the equipment as well and the site needs to be easily and safely accessible.

## ***Seating & Amenity***

There should be suitable seating for parents and carers within the Under 6 Zone and space for older children to sit and socialise within the main play area. Additional picnic tables are not required, though designs will require that the existing picnic tables are maintained. Seating should take all abilities into account.

If new bins are required, there should be at least one in the Under-6 zone and one in the remaining part of the play area.

The trees to the south of the area will start to provide shade (and leaf fall) in the next 5+ years and this should be taken into consideration. The provision of additional trees or shade provision will be of interest.

## ***Fencing***

The Council does not feel it is necessary to fence the whole play area, the segregated Under-6 Zone should be fenced to provide a totally dog-free and safe area for young children and their adults. Gates need to allow access for wheelchairs and buggies and potentially maintenance vehicles such as a grass cutter (depending on surface).

We are happy to consider alternatives to traditional fencing for this area, but it does need to be safe for young children as there is a road nearby.

The considerations for materials should also apply to fencing.

**All play equipment, surfacing, amenity features and other aspects of this project shall be manufactured, tested, installed and conform to the relevant British and European Standards (i.e. BSEN1176 and BSEN1177.)**

## **Sustainability and the Environment**

The Parish Council are environmentally aware and is interested in reducing carbon emissions and mitigating its impact on the environment wherever possible. Applicants that can demonstrate their own, sub-contractors and supplier's environmentally friendly policies with regard to the manufacture, transport, packaging, lifespan, recycling and disposal of all materials and equipment will be looked on favourably. Priority will also be given to sustainable and easy/affordable equipment to maintain.

There are quite a few trees to the north and south of the proposed play area and designs must ensure that neither the trees nor their roots are damaged. The design should take into account that the trees are at most 20 years old and will grow considerably in height, girth and spread.

The swales to the north and east of the area contain interesting flora, including orchids. These are not to be damaged by the construction of the play area or any run-off of material from it.

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## **On-Site Working**

There is only one access road into the MFF site which should not be blocked at any time. There is a height barrier to the site which must be kept locked and only opened to let vehicles or machinery enter/exit the site.

The primary access onto the play area site is indicated on Image 1. If the fences to either side of this bridge are removed to facilitate machinery access, they need to be replaced at the end of the work. There is a secondary access point opposite the Archery Club, but this should only be used if there is a specific reason why the access point on Image 1 is not suitable.

Spoil from MFF cannot be disposed of outside of the MFF without the explicit permission of Guildford Borough Council. It is suggested that if any material is dug in this area, it is reused for landscaping. The whole area of working, including the storing of vehicles, machinery, skips, equipment and all associated material must be fenced with suitably safe temporary fencing and this fencing only removed after a satisfactory RoSPA / PII Post-Installation Inspection and Report has been completed and submitted to the Parish Council.

Access to the Peace Garden and wider area should be maintained whilst the work is being carried out. The Contractor will be responsible for reinstatement works for any damage whatsoever caused to the interior and exterior of the play area or the surrounding open space, pathways, fencing, kerbing, signs, street furniture and private land/property resulting from installation works or deliveries.

The contractor must carry out all reinstatement works in accordance with good landscape practices. Full payment may be withheld until the site and adjoining areas are left in a state deemed acceptable, and to the satisfaction of the Parish Council.

## **Maintenance and Aftercare**

A full schedule of maintenance requirements is to be provided once the play area is completed. This should include a breakdown of items, specifications and maintenance requirements and recommendations to assist with the future site management, inspections and maintenance.

If there are any keys or other items required for the maintenance of the equipment, these must be handed to the Parish Clerk prior to the completion of the project, along with instructions for use.

You will be required to provide details of your own and all manufacturer guarantees and warranties on equipment, safety surfacing and installation works with the Tender.

The works will be subject to an independent Post-Installation Inspection (PII) before the project is signed off (as per the pricing and payment section). The Contractor shall undertake any remedial issues identified as part of the PII report, as part of the existing project cost. The play area must not be opened for public use until the PII has been signed off to the satisfaction of the Parish Council.

## **Reporting Requirements**

The Parish Council will need to be kept informed of developments throughout the process and require weekly email updates on the project and progress relating to the predicted timescale in the tender document, especially any concerns or issues that may lead to the project taking longer than expected. The Clerk and/or Chair of Estates will also be contactable if required.