

Proposed Sports and Community Pavilion, Adderbury

Architect's Brief for RIBA Stage 3 (Developed Design)

Introduction

Adderbury Parish Council secured planning permission in 2018 for new sports pitches at Milton Road, Adderbury.

Following on from this the Parish Council, in association with 'Working for Adderbury Community' (WFAC), commissioned some initial design work for a new Sports and Community Pavilion on the site. The intention is that this will provide much needed facilities for the village. In principle, the proposed Pavilion (including multi-purpose sports hall) should provide accommodation for:

- Badminton courts, 5-a-side football, tennis, basketball
- Function room/events/performance space
- Dance studio
- Meeting rooms
- Bar and social spaces
- WCs and changing facilities
- Outdoor terrace area

Initial discussions have been held with Cherwell District Council to discuss the proposals in principle and these have been well received. A pre-application submission has now been made and a formal response is awaited.

Capital costs for the project are expected to be just under £2m. The Parish Council and WFAC are in the process of obtaining a budget cost plan for the project, including an elemental breakdown.

Drawings and Information

Architect's proposals have been developed up to RIBA Stage 2 (refer to attached Pre-application submission document) – this includes the background to the scheme, including constraints and opportunities, along with outline design proposals for the new pavilion.

In addition, reference should be made to the Outline Schedule of Work.

Please refer to the following drawings:

Drawing No	Description	Scale
	Topographical survey	
7354 (03) 00A	Site Location Plan	1:1250
7354 (03) 01A	Site Plan as Proposed	1:500
7354 (03) 02	Ground Floor Plan as proposed	1:100
7354 (03) 03A	Elevations as proposed	1:100
7354 (03) 04A	Indicative visualisation (main entrance view)	NTS
7354 (03) 05A	Indicative visualisation 2 (view of terrace)	NTS

Following on from this, the Parish Council and WFAC are now seeking to build on this and appoint architects to prepare a full planning application for the project. This will include development design work and preparation of drawings and supporting information, as well as close liaison with key stakeholder and supporting consultants.

The appointed Architect is to provide all architectural services necessary for the successful delivery of the project up to completion of Stage 3.

Outputs

Prepare full planning application, comprising:

- Site location plan with site edged in red (Scale 1:1250)
- Site Plan – as existing (Scale 1:500)
- Site Plan – as proposed (Scale 1:500)
- Ground floor Plan as proposed (Scale 1:100)
- Roof Plan – as proposed (Scale 1:100)
- Building Elevations – north/south/east/west (Scale 1:100)
- Visualisations in colour showing the building in context (min 2 no)
- Schedule of accommodation including internal floor areas for all spaces
- Design and Access Statement (including full narrative to justify design proposals)
- Completion of application forms and certificates
- Submission of and monitoring progress of application

In addition, the Architect is to allow for preparing sufficient information to enable the preparation of detailed cost estimates by the Quantity Surveyor, in advance of the submission of a planning application.

Ongoing consultation and engagement will be essential to the success of this project and the Architect should allow for preparation of all presentation material and planning drawings needed for any statutory consultations and permissions and the submissions for funding. Please allow for min 1 no. public consultation event, including preparation and printing of up to 10 No. A1 presentation boards and attendance.

Fee Quote

Your fee quote is to include the outputs as described above. Please also confirm timescale for delivery, and any supporting information you consider will be of assistance to the Parish Council and WFAC.