



Design Brief/Specification

Refurbishment of Streamleaze Play Area, Thornbury

Spring/Summer 2026

1. **Background and Summary of Project**

Thornbury Town Council (“the Council”) is seeking a contractor (“the Contractor”) to design and create replacement innovative play features at Streamleaze play area in Thornbury. The Council’s objective is to create playable spaces that offer young people access to as wide a range of play opportunities as possible within the spaces allocated. The Council actively encourages the use of Play England’s “Design for Play” in creating a design that meets the specification outlined in section three of this Design Brief. The Contractor should refer to the Instructions to Tenderers document for full details on submitting a tender response.

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| Name of Project: | Refurbishment of Streamleaze Play Area, Thornbury |
| Project Budget: | £75,000 excl VAT |
| Location of Play Area: | Streamleaze Park, Off Streamleaze, Thornbury, BS35 2BX |
| What3Words: | partly.tram.hairspray |
| Council Contact: | Wendy Sydenham, Deputy Town Clerk |
| Council Address: | Town Hall, 35 High Street, Thornbury, BS35 2AR |
| Council Telephone: | 01454 412103 |
| Council Email: | w.sydenham@thornburytowncouncil.gov.uk |

2. **Preliminaries**

- 2.1 The Contractor should visit the site at their own expense to satisfy themselves as to any conditions on site that may affect in any manner whatsoever the execution of the works detailed.
- 2.2 The Contractor should take all precautions as are necessary to comply with all appropriate health and safety legislation. A method statement and risk assessment should be submitted by the Contractor to the Council prior to works commencing on site. The play area is set within a larger green space which is frequently used recreationally by children, young people and adults. It is therefore expected that the Contractor will cordon off areas that are being worked on in a safe and appropriate manner.
- 2.3 A full list of documents that are required are included in the Instructions to Tenderers. The Contractor should familiarise themselves with relevant Council Policies and Procedures e.g. Pesticides Policy, Management of Contractors Policy, etc. All Town Council policies are available here - [Policies and Procedures | Thornbury Town Council](#)
- 2.4 The Council is committed to reducing its impact on its natural surroundings. The Contractor should use methods and materials with a low ecological impact wherever possible.
- 2.5 The Contractor should restrict their working times to between 9.00am to 5.00pm Monday to Friday. The Contractor must obtain the approval of the Project Manager to work outside of these hours. The Contractor is required to treat members of the public courteously and with respect.
- 2.6 The Contractor should at all times employ sufficient persons of sufficient abilities and skills for the proper performance of the works detailed. The Contractor shall be expected to be aware of the accepted practices and methods used in undertaking good construction, play feature installation and refurbishment work.

- 2.7 The Contractor will be responsible for establishing the presence, location and effect on all existing utilities of the works they are carrying out. The Contractor will be responsible for informing appropriate affected bodies where works may involve the encroachment, disconnection or hazard to those utilities. The Contractor will be responsible for making good any damage to those utilities.
- 2.8 The Contractor will be responsible for ascertaining the suitability of supplies of light, power and welfare facilities on the site, for providing temporary supplies of those where necessary and all costs associated with this.
- 2.9 The Contractor will be responsible for ensuring that the site is kept in a good state of cleanliness and free from mud, debris, litter, equipment, etc, while undertaking these works. All arisings shall be removed from site at the end of each day, or secured overnight and removed as soon as practicable, and no later than the completion of the project. Damage to grassed areas should be minimised and repaired as necessary.
- 2.10 The Contractor will ensure that the Council is informed in advance of any sub-contracting that takes place during the works. The Contractor is responsible for ensuring that any sub-contractors brought on site are bound by all agreements and conditions set out in all documents related to the project.
- 2.11 All play equipment should meet relevant safety manufacturing and installation standards and be easy and affordable to maintain.

3. Specification

General Principles for the Project

- 3.1 The play area should be designed in line with the principles of Play England's "Design For Play". It should be an exciting area, with a wide range of play opportunities that encourage and enable physically active play and should be attractive to children from toddler age through to teenage years.

The Contractor should consider the following key aspects within the design:

- appealing and accessible to children with additional needs
- appealing to all genders and ethnic groups
- allow children to move freely and independently between play items
- welcoming and restful place for parents with young children to meet and socialise
- built in opportunities to safely experience risk and challenge
- easy and affordable to maintain
- allow for future change and evolution

- 3.2 The Council has declared a climate emergency and is committed to reducing the impact its activities have on the environment. All decision making within the Council is carried out with this in mind and therefore, where possible, materials and working practices should reflect the urgent need to reduce our impact on climate change and carbon emissions.

Specific Requirements of the Project

- 3.2 In summary, the Contractor is asked to design, supply and install a refurbishment of an existing play area. This will include the removal of some old items of equipment, the

retention of some existing items and the installation of some new items. Some new surfacing, seating, refuse bins and line marking will also be required. All of these elements should come together within an exciting and cohesive design.

- 3.3 The play area is made up of two distinct parts – (1) a fenced-off play area (approx 610m²) which includes play equipment and seating, is mainly grassed with some grass matting, and (2) an adjacent tarmacked patch of land (approx 92m²) with a basketball hoop at one end. Both parts are included in this refurbishment project, but the two areas do not need to be physically joined up. The refurbishment must take place within the existing footprint of those two areas.

(For clarity, the whole facility is referred to as the “play area”, but where reference is made to just one of the two parts, they are referred to as the “fenced-off area” or the “basketball area”).

- 3.4 The play area is located in the middle of a very large green space, which is surrounding by a road on one side and residences on the other sides, with no residences being particularly close to the play area itself. The Council has a lease for the play area and the tarmacked basketball area only; the surrounding green space is owned and maintained by the local authority. It is approx 85m from the drop curb on the road to the play area.
- 3.5 The play area is located in a part of Thornbury that experiences some antisocial behaviour and therefore the focus should be on robust equipment, rather than lots of less expensive, but less robust equipment. Wherever possible, opportunities to “design out” the likelihood of antisocial behaviour should be fully utilised.
- 3.6 There is a range of play equipment currently on site and three of those items should be retained and incorporated into the design. Those items are – the accessible roundabout, the bowl swing and the multi-play toddler unit (see Supporting Images). All other play equipment should be removed from site.
- 3.7 The new equipment in the “fence-off area” should include some sensory elements.
- 3.8 New safety surfacing should be installed in sections of the fenced-off area, as far as the budget will allow. Existing grass matting should be removed as necessary. The sections that need new surfacing are:
- around new items of equipment
 - around/under the three retained items (there is some existing safety surfacing around the accessible roundabout, but parts of it are not in a good condition and therefore should be replaced)
- 3.9 Some form of new hard surfaced paths should be laid from both entrance gates to at least some of the existing/new seating. Hard surfaced paths to all of the seating would be preferred, but if budget does not allow this, then it should be laid to at least some of the seating. Paths with a lower environmental impact would be preferred.
- 3.10 The existing fencing around the fenced-off area is in relatively good condition and there is no expectation that it will be entirely replaced. The two entrance gates need to be replaced. The gate/fencing requirements are:
- replace existing gates with similar, self-closing gates

- replace fencing panels that are significantly bent or damaged in some way (approx five panels)
- refurbishment of the remaining fencing panels

- 3.11 There are four existing seats and three existing bins within the fenced-off area. Two of the seats are in good condition and should be retained (the seats with backs). The remaining two flat bench-style seats should be replaced. The three bins should be replaced with three new dual general waste/recycling bins.
- 3.12 The basketball area should be refurbished as follows:
- the existing basketball pole and hoop should be removed and replaced with a new combined basketball hoop and football posts appropriate in size and design to the space
 - the tarmacked area should have good quality and durable lines added, marking out a basketball “Free Throw” area of the correct size and dimensions within the existing tarmac area.

4. Site Access

- 4.1 There is no hard surfaced vehicle access to the play area. There is scope for tracking to be utilised across the surrounding green space from the roadside, which would be at the expense of the Contractor. Limited small vehicle access may be possible without tracking, assuming the ground is dry and firm, by utilising the tarmacked footpath which leads from the road to the play area. However, this would need to be carried out with caution as any damage to the ground will need to be made good by the Contractor. The Council will be liaising with the local authority regarding permissions to carry out the refurbishments and will inform the Contractor of any conditions set by the local authority regarding vehicle access. The Council may require input from the contractor when seeking the relevant access permissions from the local authority. In any event, the Contractor should visit the site prior to submitting a quote to reassure themselves that their access requirements can be met. All vehicle movements around the site must be risk assessed by the Contractor as it is a well-used public area.

5. Community Involvement and Consultant

- 5.1 It is important that we involve the local community in finalising the design for the refurbished play area and will be organising consultation opportunities to allow this. This will involve two face-to-face “events”, one in the local shopping centre and one at the play area itself, whereby Council staff will encourage families to vote for options for play equipment, as well as providing an opportunity for any general comments or concerns to be discussed. There will also be an online survey set up to allow votes to be cast and general comments to be made.
- 5.2 The Contractor should ensure that the design has at least one piece of equipment where two or three options are possible (within budget) and which the community can vote on. The Contractor should then include the most popular item in the final design and also take reasonable account of any general comments made regarding the refurbishment.
- 5.3 The Contractor should provide artwork that can be used for the consultation events and online survey, including artwork of the overall design and artwork of the individual items that can be voted on.

6. **Budget and Payment**

- 6.1 The budget available for the project is a maximum of £75,000 excluding VAT.
- 6.2 The budget available should cover the following:
- Design costs and associated fees
 - Supply of reasonable display materials and information needed for any consultation with the community
 - Purchase of all equipment including play equipment, surfacing, fencing, gates, landscaping materials
 - Delivery costs
 - Storage of material during the works
 - Welfare facilities for Contractor's staff or sub-contractors during the works
 - Temporary safety fencing and any other security measures needed during the works
 - Installation costs, including necessary ground works and removal and disposal of surplus existing equipment
 - Cost of post installation inspection and cost of any remedial works from their report, or any reasonable remedial works requested by the Project Manager
- 6.3 The cost quoted must be available until the planned date for the award of the contract.
- 6.4 Payment will be made upon satisfactory completion of the project, including post-installation inspection and any remedial works from that, although staged payments can be considered.

7. **Timescales**

The Council may reasonably alter the timescales in relation to the tender process and award of contract. The timescales relating to consultation, finalising design, commencement of works and completion are desired dates/estimates.

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| 28.01.26 | Invitation to tender published on Government's Find a Tender website and posted on the Town Council website. |
| 16.03.26 | Tenders to be returned by 9.00am. |
| 17.03.26 | Tenders to be opened by the Evaluation Panel. |
| 18.03.26 – 25.03.26 | Additional clarifications to be sought where necessary. |
| 27.03.26 | Tender interviews to take place (availability for interviews would be expected). |
| Beg April 2026 | Recommendations from the Evaluation Panel to be considered by the Open Spaces Committee at an extraordinary meeting (to be arranged). |
| Beg April 2026 (Following Day) | Contract to be awarded. |
| Mid April 2026 - Mid May 2026 | Public consultation on design. |
| Mid May 2026 | Design finalised. |
| June 2026 | Works to commence on site. |
| Mid/End July 2026 | Completion of contract delivery (the aim would be completion before the start of the school summer holidays, if possible). |

8. Sign Off and Aftercare

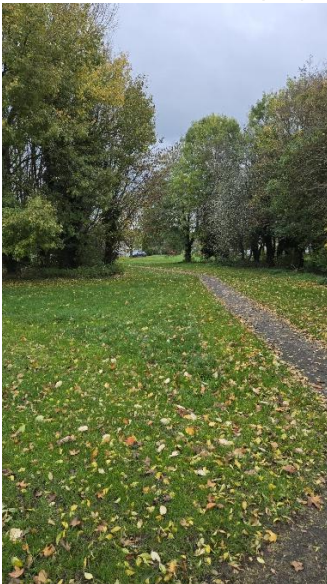
- 8.1 The Contractor should provide a comprehensive schedule of ongoing maintenance to be carried out by the Council once the works are complete. This should include a breakdown of items, specifications and maintenance requirements.
- 8.2 Copies of all relevant warranties and guarantees should be provided with the tender return.
- 8.3 The works will be subject to a post-installation inspection before the project is signed off as complete. The Contractor should undertake any remedial works identified as part of the report from this inspection and as part of the project cost. The play area should not be opened for public use until the works have been signed off to the satisfaction of the Project Manager.
- 8.4 All costs associated with sign off will be borne by the Contractor.

Supporting Images

Aerial view of the play area and surroundings



From the road to the play area



Existing fenced-off area



Existing basketball area



Items of play equipment to be retained



Existing gates and fencing

