

Scope of Works – Pavilion Compound Levelling & Car Park Resurfacing, Accessibility & Lighting (Linked Two-Phase Project)

1. Overview

This Scope of Works sets out the requirements for a two-phase, linked project relating to improvements at and around The Pavilion, Castle Meadow, Castle Lane, Wilton. SP2 OHG comprising:

- **Phase 1** – Pavilion Compound Levelling & Enabling Works in preparation for 2 new storage containers and the reconfiguration of 2 existing containers
- **Phase 2** – Car Park Resurfacing, Accessibility Improvements & Lighting Installation (approximately 600 m²)

The two phases are to be treated as interdependent elements of a single coordinated project, with careful consideration given to drainage, access, visual impact, and long-term maintenance. The contractor is expected to advise on sequencing to ensure efficiencies, minimise disruption, and achieve a cohesive final layout. The scheme aims to deliver a safe, durable, accessible and visually softened environment suitable for community use, while maintaining cost control and future flexibility.

2. Extent of Works (General)

The contractor shall undertake all works necessary to deliver both phases safely and in accordance with current UK standards, including site investigation, design input (where required), construction, testing and handover.

Advice is explicitly welcomed from the contractor on improvements, layout efficiencies, drainage solutions and landscape treatments where professional expertise may add value.

Phase 1 – Pavilion Compound Levelling, Enabling Works and Container works

3. Pavilion Compound Works

3.1 Site Inspection & Preparation

- Full inspection of the existing compound area,
- Identification of level discrepancies, soft spots, drainage constraints and boundary interfaces.
- Protection of adjacent structures, fencing and landscaped areas.

3.2 Levelling, Formation & Container Works

- Undertake compound levelling works to create a stable, usable and well-drained surface suitable for long-term operational use.
- Formation shall allow safe access and functional use of the compound in conjunction with the car park.
- Supply and install two (2) new storage containers, each measuring approximately 6 metres by 2.5 metres, within the compound.

- Reconfigure and reposition two (2) existing storage containers to support an improved layout, access and operational efficiency. The container layout, positioning and orientation is as shown on the plans
- The four shipping containers (2 existing, 2 new) are to be supported on suitable foundations to support their weight when fully loaded
- Provision shall be made for future maintenance access and operational flexibility.

3.3 Compound Access & Security

- Supply and install new steel lockable access gates to the compound.
- Gates shall be robust, fit for purpose and suitable for long-term external use.
- Final specification to be agreed with the Client.

Phase 2 – Car Park Resurfacing, Accessibility & Lighting

4. Site Preparation

- Install appropriate safety barriers, signage and temporary protections.
- Clear site of debris, vegetation, loose material and failed surfacing.
- Excavate as required to achieve formation levels for surfacing, drainage and lighting ducting.
- Remove and legally dispose of all arisings.

5. Drainage Assessment & Works

5.1 Drainage Review

- Undertake a drainage assessment of the compound and car park areas, noting that the car park area is adjacent to a flood plain
- Identify causes of existing or potential ponding
- Confirm suitable gradients and falls across all hard standing areas.

5.2 Drainage Improvements

- Clean, repair, or reinstate existing drains and gullies where present.
- Provide recommendations and costs for any additional measures required to avoid future ponding (e.g. additional gullies, soakaway solutions, levels adjustment).
- No drainage alterations to be undertaken without client approval

6. Sub-base Construction

Supply and install MOT Type 1 (or approved equivalent) sub-base to a depth of approximately 100–150mm, unless otherwise advised following site investigation and ground condition assessment.

Sub-base shall be mechanically compacted to achieve a stable, uniform platform suitable for vehicle loading appropriate to the site.

7. Surfacing Works

7.1 Tarmac surfacing

- Supply and lay hot-laid asphalt surface course to a depth of approximately 40–60mm, unless otherwise advised by the contractor based on ground conditions, loading requirements or design recommendations.
- The surface shall be laid to falls to assist rainwater drainage.
- Surfacing shall be machine laid and rolled to provide a smooth, durable finish with clean tie-ins to existing paths and thresholds.

7.2 Gravel / Secondary Surfaces (Where Applicable)

- Lay geotextile membrane to suppress weed growth.
- Supply and lay approved gravel in designated car parking areas.
- Install suitable edging restraints.

8. Parking Layout & Accessibility

- Standard parking bays are not to be formally marked, except for one/two fully compliant accessible parking bay(s).
- A step-free, firm and well-drained route shall be provided from the accessible bay to the Pavilion entrance, in accordance with current accessibility guidance.

9. Accessible Parking & Routes

9.1 Accessible Parking Provision

- Provide at least one fully compliant accessible parking bay, constructed to current UK guidance in accordance with The Building Regulations Approved Document M1 & M2.
- Surface to be smooth, level, slip resistant, and durable, for wheelchair usage.
- Accessible markings to be limited strictly to the designated accessible bay only.

9.2 Accessible Routes

- Provide a step free, firm, well drained route from the accessible bay to The Pavilion entrance.
- Gradients and widths to comply with accessibility best practice.

9.3 Signage

- Install clear and improved wayfinding signage directing users to The Pavilion.
- Signage locations and wording to be agreed with the Client.

10. Lighting Installation

10.1 Lighting Design

- Provide suitable external grade LED lighting to illuminate the car park, access routes, and compound perimeter.
- Avoid glare or light spill to neighbouring properties.

10.2 Electrical Works

- Electrical works may be subcontracted to the Council's preferred electrical contractor, subject to agreement and appropriateness.
- Install ducting, cabling, and connections to the existing power supply.
- Provide isolators, controls, and timers as required.

10.3 Testing & Commissioning

- Test all electrical works in line with current regulations.
- Provide full certification and documentation at completion.

11. Landscaping & Wildflower Area

11.1 Soft Landscaping

- Provide improved landscaping to soften the overall appearance of the car park.

11.2 Wildflower Area

- Assess the condition of the existing wildflower area adjoining or within the project boundary, noting that it has not been actively maintained and is currently in poor condition.
- Provide professional advice on:
 - Retaining and restoring the wildflower area in situ, including indicative costs to bring it back into a healthy condition; and/or
 - Relocating the wildflower planting to a more suitable area, including rationale and implications.
- Any proposed works to the wildflower area are to be presented as options, not assumed within the core works unless instructed.

12. Health & Safety

- Full compliance with UK construction, electrical, and CDM regulations.
- Use of appropriate PPE at all times.
- Maintain safe public access throughout the work noting public will always have access to the playing field area during the period of the construction work.

13. Deliverables

- At completion, the contractor shall provide:
- Completed Phase 1 compound levelling works with secure access

- Resurfaced car park and accessible parking arrangements.
- Installed, tested, and certified lighting system.
- Drainage assessment findings and any agreed remediation works.
- Landscaping and wildflower area recommendation report.
- As built drawings, specifications, and certification.