

**ST LEONARDS
PUBLIC DOMAIN
STRATEGY**

DESIGN BRIEF



1.0 OBJECTIVES

1.1 Introduction

St Leonards is a memorable, sustainable and busy viable urban centre. It has a diverse range of living, employment, recreation and social opportunities, which contribute to the vibrancy of the area. Residents, workers and visitors enjoy comfortable conditions due to a well-balanced natural and built environment.

St Leonards is a place of interchange between various modes of transport. The area is well serviced by rail and bus, which provides strong links to the city, other suburban centres and many parts of the Sydney region.

With planned residential and commercial growth for St Leonards, it is expected additional demand will be placed on streets, footpaths and existing open space to provide for recreational activities. The public domain upgrade will ensure both residents and workers within St Leonards benefit from a sense of place that is functional, attractive, and accessible by all and incorporates materials of a high quality that will last. Creating pedestrian linkages through St Leonards to the Station, creating outdoor spaces for people and providing landscaping to soften the built form will be a main focus of the public domain upgrade, which will increase accessibility and encourage usage.

The study area comprises mainly of the Mixed Use area within St Leonards. The area is identified on the attached map.

The Background Document accompanying the Brief provides

recommendations and current information on the St Leonards area. This document will form the basis of the Public Domain Master Plan.

The aim of this project is to prepare a Public Domain Master Plan and Plan of Management to facilitate the upgrade of the public domain in St Leonards.

1.2 Function Objectives

It is essential that the quality, diversity and capacity of the public domain be enhanced, in tandem with the anticipated growth and regeneration of the St Leonards area, to:

- reduce the impacts of growth and change: and,
- provide for expected increased pressures from an expanded workforce, additional residents, business and recreational users.

The St Leonards area should have its own identity, which distinguishes it from other Mixed Use areas and which also complements the identity of North Sydney as a whole. Give consideration to better integration of design between St Leonards and Crows Nest.

The growth of St Leonards is to be “public transport led” and it is essential that the design and quality of the public domain:

- facilitates the use of public transport to the centre:
- encourages greater dependence on public transport: and,
- discourages use of private motor vehicles to access the centre.

1.3 Cultural Objectives

The quality of the public domain has an impact on how people relate to their surroundings and how they use it. The public domain should provide space for people to relax, meet friends, congregate and be entertained. It

should also allow for self-expression of the various groups it belongs to and contribute to community identity and sense of place.

1.4 Environmental Objectives

The public domain should be safe and comfortable for all users. In particular this means that the impacts of weather, traffic and mechanical noise are ameliorated and the benefits of the natural environment – such as solar access, comforting breezes and district views – are maximised.

1.5 Quality Built Form Objectives

The combination of built form and public domain should create an image that influences the way people perceive and value St Leonards, how they use it and how they remember it. A positive image will contribute to the status of St Leonards and its functioning as a major Mixed Use area within North Sydney. The quality of St Leonard's building stock will improve as buildings are refurbished or redeveloped, and new materials and modern designs are used. The design of the public domain should be of similar quality and complement the built form.

1.6 Quality Urban Environment Objectives

The design and quality of the public domain is vital to the way people will use the St Leonards area. Council requires an environment where pedestrians can move freely, comfortably and safely throughout St Leonards and are encouraged to do so.

The design of the public domain should facilitate access to all areas in St Leonards and in particular to building entries, open spaces and transport infrastructure, and consider the needs of those with impaired mobility. There should also be enough

green space to cater for lunchtime demands and other recreational users – places for people to sit and relax, to socialise, to gather and to attend community events, and places for public art, water and greenery that provide both a contrast to the hard built form and a venue for the community to express their identity or where they can just sit and escape the bustle of a busy area.

1.7 Efficient Use of Resources Objectives

Council encourages both the efficient use of resources and recycling of materials in the building and development process, and in the operation and maintenance of building stock within St Leonards. Energy efficiency should also be achieved through design of the public domain, the selection of materials and finishes, the life cycle of materials and finishes, and the on going maintenance requirements and costs. The recycling of resources (such as stormwater) should be considered.

2.0 DETAILED REQUIREMENTS

2.1 Function Objectives

Growth in St Leonards

Ensure the Public Domain within St Leonards can accommodate the anticipated growth. Consider new opportunities for open space. Ensure these new areas contribute to the quality and diversity of St Leonards.

Mitchell Street Plaza will provide new open space for St Leonards and all designs should complement current draft plans.

Identity

Consider an appropriate identity for St Leonards, which integrates well with its role as a Mixed Use area and with

the identity of North Sydney. Integration of design between St Leonards and Crows Nest is achieved through a transitional zone.

Transport, Access and pedestrian movement

Design to encourage pedestrians to use public transport by facilitating movement through a mid block pedestrian link from Chandos Street to Albany Street to the Station and also through pedestrian links within buildings. Albany and Atchison Streets function as the principal access east/west.

Pedestrians are assisted in safely crossing barriers such as Pacific Highway.

Ensure pedestrians feel a sense of safety within St Leonards through adequate lighting, appropriate landscaping and other Safer by Design features.

Consider widening footpaths in areas where there is a high pedestrian movement.

Ensure St Leonards is accessible to people of all levels of mobility generally in accordance with AS1428.

Investigate the reduction of adverse impacts from traffic on all busy roads.

Locate bicycle racks in key locations.

2.2 Cultural Objectives

Culture

Provide a variety of open spaces within St Leonards. Ensure these spaces are both interesting (by incorporating icons) and functional for users.

Suggest locations where community and entertainment facilities would be

appropriate and recreational infrastructure could be provided.

Identify opportunities and design for a range of spaces. Consider both formal and informal spaces for public entertainment or markets.

Consider the needs of families and children, young people, aged people, people with disabilities and people from diverse ethnic backgrounds.

Consider the integration of artwork into St Leonards and how artwork may be used as windbreaks particularly at the Pacific Highway end of Mitchell Street.

2.3 Environmental Objectives

Safety

Consider using materials that deter graffiti.

Encourage passive surveillance where possible such as in areas fronting shops and plazas.

Ensure pedestrian eye-level sight lines are not obscured with landscaping or other street improvements.

Provide adequate lighting on pedestrian links, bus shelters and taxi ranks. Investigate the adequacy of lighting near the Station.

Consider safety and security in laneways.

Weather Protection

Consider providing wet weather protection on pedestrian links, close to the station, bus stops and taxi ranks.

Noise

Ensure sounds within St Leonards are of humans and mechanical noise is subdued.

Investigate devices to reduce noise from busy roads such as Pacific Highway and Chandos Street.

Solar

Ensure solar access is provided in open space areas, between the hours of 12pm and 2pm particularly in the southern end of Mitchell Street Plaza and Christie Street Reserve.

Views

Identify views and emphasise views to significant landmarks

2.4 Quality Built Form Objectives

Paving

Consider appropriateness, colour, safety, durability (materials withstanding acid rain), maintenance (cleaning to remove chewing gum), cost, energy efficiency and on-going maintenance (as an indication of the standard required, Council officers have been investigating the product Mintaro Slate).

Ensure paving is slip resistant (paving is to be tested by CSIRO).

Investigate the possibility of service consolidation to reduce the frequency of paving disturbance.

Ensure paving can withstand vehicle access.

Ensure pavers are stain resistant, particularly near bus stops, taxi stands and other transport nodes. Ensure a balance between a porous paver, which will stain and an impervious one, which will be slippery.

Where appropriate use tactile indicators to improve accessibility and visual cues to alert changes in pedestrian conditions such as colour

changes in paving close to roads or tree surrounds.

Consider St Leonards in context with the whole of the North Sydney area. Consider how new materials and treatments will integrate with the surrounding area.

Lighting

Consider the appropriateness, safety, durability, maintenance, cost, energy efficiency and on-going maintenance of lighting. (A concept lighting consultant may be required to obtain the necessary outcome.)

Investigate alternatives to the standard type of lighting.

Provide deterrents to reduce vandalism and damage.

Incorporate a variety of uses on a single pole such as the "smart pole", which also reduces street clutter. Suggest an income strategy in appropriate locations.

Suggest ways that Council can reduce existing costs on lighting.

Advise on areas appropriate for low-level pedestrian lighting.

Street Furniture

Consider appropriateness, safety, durability, maintenance, cost, energy efficiency and on-going maintenance.

Include deterrents to reduce vandalism and damage such as caused by skateboarders.

Consider natural materials for street furniture.

Place seating in locations that minimises obstructions to pedestrian

movement and encourages people to gather.

Consider the provision of multi-functional street furniture (for example a flat bench may become an informal plinth for performance artists).

Design and locate street furniture so that it will contribute to the enjoyment of the public domain, but not impede pedestrian movement or impinge upon pedestrian safety and visual quality.

2.5 Quality Urban Environment Objectives

Footpaths

Provide more space for pedestrians on footpaths and pedestrian links to public transport.

Consider ways to reduce clutter on footpaths and in small open space areas. Address the problems associated with outdoor dining and seating and other services located on footpaths.

Signage

Incorporate signage to assist pedestrians to find tourist locations, public transport and other facilities generally in accordance with Australian Standard AS 2899.1.

Identify sites suitable for interpretative signage (for example, locations of cultural importance).

Investigate ways to minimise the infrastructure associated with signage.

Ensure signage colour is sympathetic to the sight impaired generally in accordance with the Australian Standard AS 2700.

Landscaping

Investigate the use of native vegetation where appropriate (in accordance with

Council's *Street Tree Strategy*) and recommend a replacement timeframe and maintenance regimen.

Consider maintaining existing trees where appropriate (in accordance with Council Tree Planting Programs).

Provide ways to minimise damage on trees (for example, some trees are over watered).

Provide a variety of vegetation that will survive in the local conditions and that will reinforce the character of the street.

Ensure the distance between trees is adequate (for example, trees are often too close to buildings and interfere with awnings).

Limit low plantings where possible, as they tend not to be as durable.

Assess the appropriateness of tree grates.

Design landscaped areas so that they can be easily maintained and vegetation be protected from damage by pedestrians and vehicles.

Garbage Bins

Consider the appropriate placing of bins within St Leonards, particularly in areas close to takeaway restaurants and cafes. If additional bins are required, consider such issues as appropriate design, location and accessibility for collection.

2.6 Efficient Use of Resources Objectives

Consider the use of materials that are recycled or have a low embodied energy.

Consider water sensitive urban design.

Consider using native species, which minimise potable water consumption.

Consider materials that are robust and have extended life cycles before requiring replacement.

Design spaces and detailing that minimises ongoing maintenance and cleaning.

3.0 PROCESS

Participation

The project will need to be conducted with a high level of consultation with Council staff.

Council's Strategic Planning Department will be co-ordinating the project and will also manage the necessary consultation with the community and relevant stakeholders in order to ensure community support for the project.

The Consultant will be required to liaise with and attend meetings with Council staff, the community and the St Leonards Streetscape Committee on a regular basis or as required throughout the course of the project.

Community Consultation

Council will undertake the necessary consultation with the community. The St Leonards Streetscape Committee has been established to assist with this process. The Consultant is required to incorporate community recommendations into the Master Plan. The St Leonards Streetscape Committee includes members from the community, local businesses, developers and relevant government authorities.

The Consultant should account for attendance at a minimum of three (3) public meetings, four (4) St Leonards Streetscape Committee meetings, and a

meeting with Councillors prior to exhibition. In addition, the Consultant should meet regularly, every two to three weeks with Council staff. Any additional meetings are to be charged at an agreed rate.

Reporting

Initial contact should be made via the Strategic Planning Co-ordinator, Felicity Lawrence on Ph: 9936 8335, Fax 9936 8177.

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4.0 PROJECT TASKS

The response to the brief should outline in detail the proposed process and program for the implementation of the following tasks.

4.1 The Project Initiation

Immediately following appointment of the successful Consultant, a meeting between the Consultant and key Council staff will be held. Any refinements to the project will be determined at this meeting.

Council to impart to the consultant any relevant information gathered from the survey, preliminary public meetings and Streetscape Committee meeting.

4.2 Stage One

It is the Consultant's responsibility to review and collate all base information including maps, aerial photographs (if necessary), service diagrams etc necessary to prepare accurate base plans.

However, Council will provide as much background information as possible in the Background Document including an initial site investigation,

current issues and recommendations from previous studies. The Master Plan is to be in accordance with these recommendations.

The Consultant is to undertake a site assessment of St Leonards (relevant information is provided in the Background Document) and identify opportunities within St Leonards for public domain. A detailed design may be required for identified problem areas.

Prepare a Concept Plan of St Leonards addressing initial problem areas and identifying new opportunities for public domain in St Leonards.

4.3 Stage Two

Draft Master Plan

The Master Plan will contain:

Scale drawings of study area showing design of footpath and treatment (plans, sections, perspectives);

Detailed design drawings of identified areas (plans, sections, perspectives);

Detailed standard cross sections at 1:50 (plans, sections, axonometrics).

When complete, the Master Plan will be put on public exhibition for a period of 28 days in order to obtain further community feedback. Completion and public exhibition of the Master Plan marks the end of stage 2 of the project.

Draft Plan of Management

The supporting Plan of Management is to include:

An estimated cost for proposed materials detailed in the Master Plan;

An asset management report based on the recommended materials and elements detailing an estimated cost for maintenance per year; and

A funding structure to implement the Master Plan.

Exhibition

Drawings and promotional material need to be suitable for placing on Public Exhibition.

Following Public Exhibition by Council, amendments to the plan may be required to produce a resolved plan suitable for proceeding to the next stage.

4.4 Stage Three

Final Master Plan and Plan of Management

The consultant will be required to develop the draft Master Plan into a finished Master Plan, which addresses any changes required by Council or resulting from the community consultation stage.

Once the Master Plan is fully resolved, the Consultant will proceed to prepare a final version of the Master Plan and Plan of Management.

The overall project is to be completed within 4 months of commencement.

5.0 ASSESSMENT CRITERIA

All submissions will be assessed in accordance with the criteria outlined below.

Omission of response to any of the assessment criteria may lead to a tender submission being deemed as non-conforming. Council retains the right to exclude non-conforming tenders from consideration.

5.1 Consultant Team

The consultant team should include, but is not limited to, an urban designer, urban planner, architect, landscape architect, arborist, lighting specialist,

traffic engineer, public artist, and social planner.

Provide details on each of the consultant's role at the various stages of the project.

5.2 Skills and Experience

Your fee proposal is to include suitable graphic material describing the aggregate experience and ability of your practice and the staff proposed to work on the project. Please ensure only similar projects are included in your submission.

Provide the name and telephone number of at least 2 people who can be contacted by Council to obtain a reference with regard to these projects.

5.3 Understanding of the Project Brief

Demonstrated understanding of all project issues and North Sydney Council's requirements.

5.4 Competitive Fee Structure

Consultants are to submit an itemised fee proposal with their submissions, setting out clearly the costs involved in undertaking the project. State separately in each individual cost the GST component.

Provide a detailed fee breakdown for all sub-consultants.

5.5 Timeframe

The proposal should set out all project tasks and demonstrate how the project will be completed within the required time frame or earlier if possible. In particular the timeline should clearly show meetings and anticipated design review points.

5.6 Occupational Health and Safety Assessment

The successful consultant should provide confirmation that they have an Occupational Health and Safety Plan.

5.7 Environmental Assessment

The consultant should provide a copy of their environmental policy or equivalent; details of their environmental Management System; their commitment to due diligence in regard to environmental legislation; documentation outlining past performance in regard to environmental protection and enhancement initiatives; evidence of selection and use of products based on a principle of 'value for money' over their life cycle, and consideration of other issues such as low wastage levels and use of recycled content.

5.8 Insurance

Please also include a copy of your current Certificate of Currency for your Professional Indemnity Insurance.

5.9 Sub-Consultants

Council requires contractors to have systems in place which ensure that subcontractors are paid during the execution of the contract, or to satisfy Council that suitable alternative arrangements are in place.

6.0 REQUIRED RESPONSE TO THE TENDER

Submissions should be addressed to the General Manager and be endorsed "St Leonards Public Domain Strategy", and must clearly be marked Tender No. 3/2003 and placed in the tender box on the ground floor of the Council Chambers by 4pm on Wednesday 24 July 2002.

Late submissions will not be considered. Council reserves the right not to accept any submissions. Council discourages any tender submissions via electronic transmission.

All Consultants intending to submit tenders are invited to attend a **pre-tender briefing** to be held on **Monday 8 July 2002 at 10am** in the Supper Room, North Sydney Council, 200 Miller Street, North Sydney.

7.0 PROCUREMENTS POLICY

The following excerpts from the North Sydney Council Procurements / Tenders Policy are included in this document for the information of tenderers (a full copy of this document is available on Council's website).

Communication with Tenderers

Any discussions held with tenderers shall be limited to clarification of information provided in the tender document, and shall be minuted or a file note made.

Confidentiality

All Tender Submissions, Quotations and Expressions of Interest issued by Council will clearly state that Council is committed to open and transparent government.

Information presented in tender submissions shall only be treated as confidential if disclosure of this information would be likely to prejudice the commercial position of the submitter or reveal a trade secret.

Any information requested by the submitter to be treated as confidential must be clearly marked and must be able to be separated from the body of the tender submission.

Any request for confidentiality by a submitter must be accompanied by reasons for such a request.

Council reserves the right to decline any tender submission where excessive confidentiality is sought.

For each tender called by Council, a list of all tenderers will be placed on public display in Council's administration area. The list will be arranged in order from lowest submitted price to highest submitted price but will exclude specific pricing information.

All documents issued by Council relating to the issue of tenders, quotations, or expressions of interest, will contain the above information for the information of all submitters.

Conditions of Appointment

The Consultant is required to comply with the following conditions of engagement. These conditions are based on Council's assessment of minimum requirements for delivery of an appropriate standard of service:

Code of Conduct

The Consultant must perform its obligation under this agreement faithfully and diligently and must at all times act in accordance with Council's Staff Code of Conduct (a copy of which is available on Council's website). If the Consultant does not comply with the Staff Code of Conduct the Council may terminate the agreement.

Submission of Work

All work submitted to Council shall be in hard copy format with a minimum of 3 sets suitable for tendering purposes.

One copy of all work in an electronic/digital format compatible

with Council's applications is also required.

Insurance and Indemnities

The Consultant (including any of its employees or agents), must maintain in respect of performance of its obligations under this agreement.

A current Certificate of Currency for Professional indemnity insurance.

Public Liability insurance, covering claims in respect of damage to real or personal property and injury to, or death of, persons. In each case, with an annual minimum coverage of \$10, 000, 000.

The Consultant indemnifies the Council against any claim, loss, costs or damage suffered or incurred by the Council as a result of the wilful default or negligence of, or breach of this agreement by the Consultant or any of its employees or agents.

Variation of Agreement

The agreement may only be varied in writing and both parties shall sign such variations.

Validity of Quote

Quotes shall be valid for acceptance without variation of price, terms or conditions for a period of 90 days from the date of closing of Tenders.

Termination

Council reserves the right to terminate this agreement for any reason by notice in writing effective immediately.

Copyright

Council will be the exclusive copyright owner of all material arising out of the project.