

# Brief for waymarking a woodland trail



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## 1. Introduction

Friends of Troopers Hill (FoTH) have applied for a Big Lottery Grant to Groundworks UK via their Community Spaces programme. FoTH have named this project "Stepping Forward". Their stage 1 application has been successful but they have to go through a stage 2 process to actually be granted the money. This includes 3 quotes for all aspects of the work covered by the application.

Full details of the project can be seen on [www.troopers-hill.org.uk/steppingforward](http://www.troopers-hill.org.uk/steppingforward). This document provides the brief for the section of the work that comprises waymarking the woodland trail and should be used as a basis for making a quotation.

FoTH carried out a consultation which included questions about the woodland trail. The feedback from the consultation can be seen on <http://www.troopers-hill.org.uk/steppingforward/ConsultationResults.pdf> and should be used as a guide for design.

FoTH will not necessarily choose to proceed with the lowest quote. If there is a quote within budget that matches their specified requirements more closely than the other quotes then that is the one they will select.

## 2. Location of the Woodland Trail

The woodland trail consists of existing paths leading from Troopers Hill Field to the entrance to Troopers Hill, down the Hill to a right fork to an area known as Sally's Glade, down steps into

woodland, along the path to Lamb Hill, a right turn on Lamb Hill and within 10 metres a right turn into a path behind houses in Malvern Rd exiting into Troopers Hill Field. See aerial view on page 3.

### **3. Requirement**

The requirement is for 4 markers which must not be too visually intrusive. The markers must fit into their surroundings and while they must be visible they should not "clash" with their environment with the exception of the post or block in Troopers Hill Field (see locations in 3.1)

Guidelines for size and materials are:

Either

- a) 4 wooden posts no taller than 1.5m and a cross section no wider at any point than 30 cm or
- b) 4 blocks of wood or another material appropriate to the natural "feel" of where they are installed, placed either flush with the ground or only protruding a short distance of no more than 30 cm in height. These blocks could have a wider cross section than a) but must not exceed 60 cm.

Whether a) or b) are chosen the requirement is that they be carved or decorated to represent aspects of history, trees, plants, wildlife and visible landmarks while also, when appropriate giving destination and distance information.

In addition two simple fingers posts are required to show the trail exiting and entering Lamb Hill (see yellow stars in map overleaf).

In all cases recycled materials are acceptable as long as they are treated, as appropriate, to provide a life expectancy of at least 15 years under normal weathering.

Some kind of visual link is required between all 6 items to show they are all part of the same woodland trail.

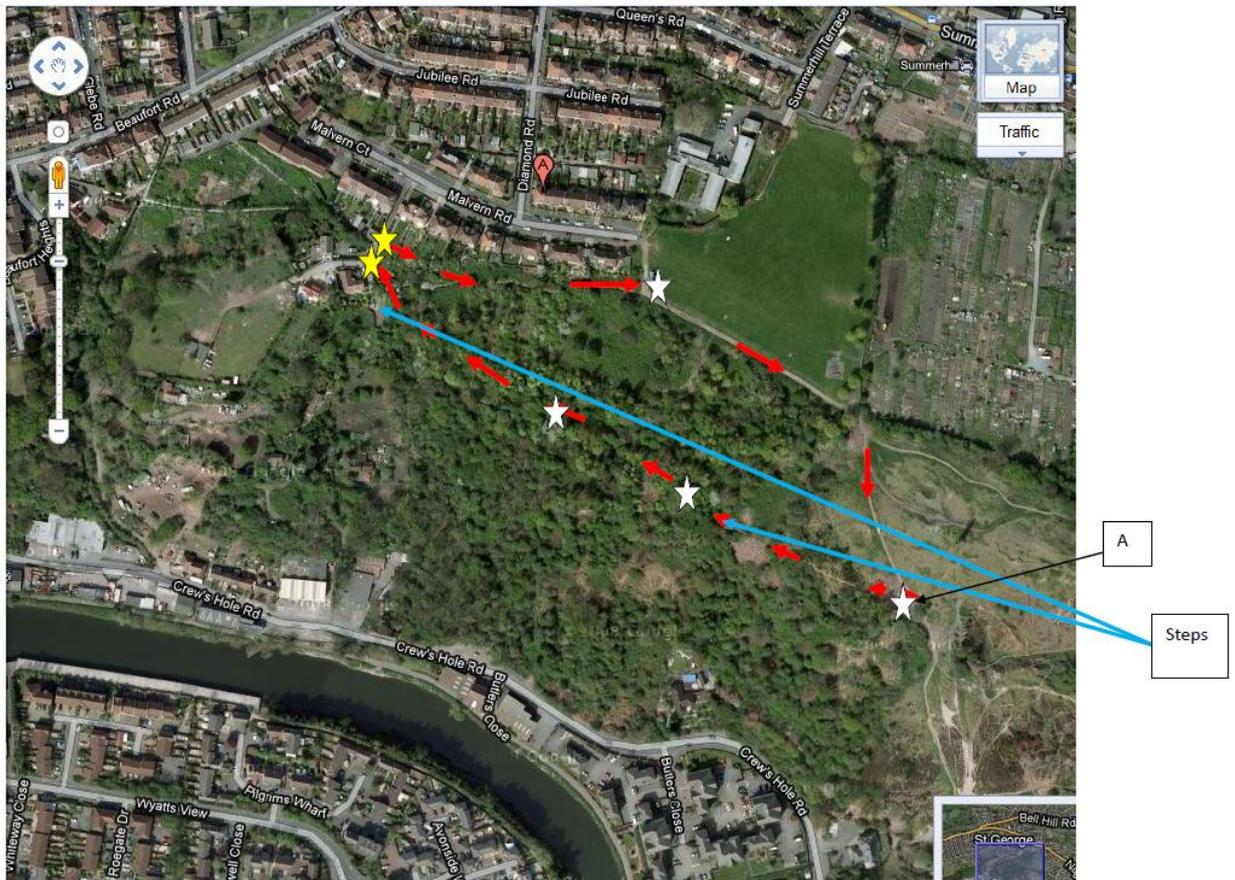
The detailed design is to come from workshops with people who have said they are interested in taking part.

#### **3.1 Location of markers and finger posts.**

The positions for the posts or blocks are marked with white star symbols on the aerial view overleaf. Starting from the star symbol identified by the letter "A" and going clockwise they are:

- A - the point where the path descending Troopers Hill forks and gives access to Sally's glade
- the view point at Little Elizabeth's bench
- a "repeater" marker part way along the path to reassure people that they have not missed a turn
- the entrance to the path from Lamb Hill will be marked by a simple finger post (see yellow star)
- the entrance from Lamb Hill to the path behind Malvern Rd be marked by a simple finger post (see yellow star)
- the point on Troopers Hill Field where the path exits. This marker needs to indicate the track as the route to follow. As this playing field is more artificial in nature the post or block can be quite flamboyant and noticeable.

## Aerial View of the route of the Woodland Trail



### 3.2 Costs

- a) the cost of replacement of each post must not exceed £500.
- b) The total cost allocated to this project cannot exceed £5,000.

### 4. Quote Required

Estimated costs are required to hold the workshops, create and agree a design via the workshops, those designs to be signed off by Friends of Troopers Hill and then the materials for the markers sourced, carved or decorated and installed in the positions shown on the map overleaf.

FoTH would prefer the workshops to be held outdoors but could hire a local Church Hall if that is considered necessary. It should be noted that there are no toilet facilities on Troopers Hill or shelters.

It is up to the artist to decide how many workshops will be necessary.

FoTH will undertake the task of establishing the availability of workshop participants and inviting them to workshops once dates have been agreed.

The Friends of Troopers Hill will supply free labour and time to install the posts or blocks and finger posts and will purchase appropriate quantities of Postcrete. The artist will need to give clear directions of how the installation is to be made in terms of directions in which facets of the artwork should face and angle of installation to the ground. If both Friends of Troopers Hill and the artist agree the directions are sufficient there will be no need for the artist's presence on the day of installation although the artist and workshop facilitator (if they are not one and the same) would need to include time and travel costs in the estimate to attend a publicity event and photo opportunity celebrating the installation.

## **5. Timescales**

A quotation including a breakdown covering outline costs of materials, time for the artist and facilitator and any workshop venue or associated costs must be delivered by end of day Wednesday 17<sup>th</sup> August. Locations of examples of the artists work to be supplied or where these are more than 10 miles distant or not accessible by the public, photos to be supplied. Online links are acceptable for these images.

Friends of Troopers Hill will know whether they have funding at the latest 10 weeks after 30<sup>th</sup> September 2011. The woodland trail project will then need to be completed between Friday 30<sup>th</sup> March 2012 and Sunday 30<sup>th</sup> September 2012. A plan for delivery of the work will be agreed between FoTH and the person(s) to whom this work is given.

## **6. Additional Resources**

The website [www.troopers-hill.org.uk](http://www.troopers-hill.org.uk) gives information on the history, geology and flora and fauna to be found on Troopers Hill. There is also a facebook site on <http://www.facebook.com/pages/Friends-of-Troopers-Hill/163636910367366>

## **6. Contacts**

All queries should be addressed to Susan or Rob Acton-Campbell on 0117 947 5037 or via email on [friends@troopers-hill.org.uk](mailto:friends@troopers-hill.org.uk). If there is a need for delivery of any items that cannot be emailed then the address to use is:

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