

TOWNSHIP PROJECT BRIEF AND COMMISSIONING FORM



Township Ref

Service Ref

Township	Middleton		
Name of Request Originator	Friends of Alkrington Wood and Councillor Patricia Dale		
Project Manager & Ext	Michael Buczman		
Completed by	FOAW & Michael Buczman	Date Completed	03/06/2021
A. DETAILS OF SCHEME			
Scheme Name & Location	Install x3 interpretation panels in Alkrington Woods		
Scheme Description (include as much information as possible)	<p>To install x3 interpretation panels in Alkrington Woods. Please see below for exact location and type of panel that will be purchased.</p> <p>The interpretation panels are full colour print quality with long term resistance to UV and weather conditions. The panels also offer great durability, easy clean/anti-graffiti protection and one of the best products on the market to cope with vandalism.</p> <p>The RBC Landscape Team will install the interpretation panels.</p>		
Desired Outcome (what is required by the scheme)	<p>One of the Friends main objectives is to educate visitors. Installing 3 high quality interpretation boards is an appropriate way to communicate some of the most interesting aspects of Alkrington Woods and perhaps generate further exploration by families.</p> <p>Three of the Friends have agreed to write the content and they plan to organise guided tours around the reserve based upon each of the themes. Tesco Bags of Cash have already kindly contributed £1,000 towards the cost of the project.</p>		
Township Priorities Met	Place		
Land Owner	Rochdale Council		
Public Consultation	No		
Proposed Source of Funding	Township Capital		

B. ESTIMATE

Assumptions made during preparation of estimate

Purchase and delivery of interpretation panels £2,945
 Installation of interpretation panels - £453
 EM project management fee at 10% - £339.80
 - £1,000 (from Tesco bags for life)


Risks that may change estimate

Total Estimated Fees	£339.80		
Total Estimated Works Costs	£2,398		
Total Cost	£2,737.80		
Amount Approved by Township	£		Cost Code

C. TIMESCALES

Estimated Start Date	September 2021		
<i>(start date subject to commissioning within three months of application)</i>			
Evidence			
<p>Approx. 8 – 10 weeks lead time for manufacture and delivery (from point of order). Also dependent upon landscape team availability for installation, graphics firm availability to create design and the FOAW to provide text and images.</p>			
Completion Date	September 2021		
Evidence			

D. AUTHORISATION

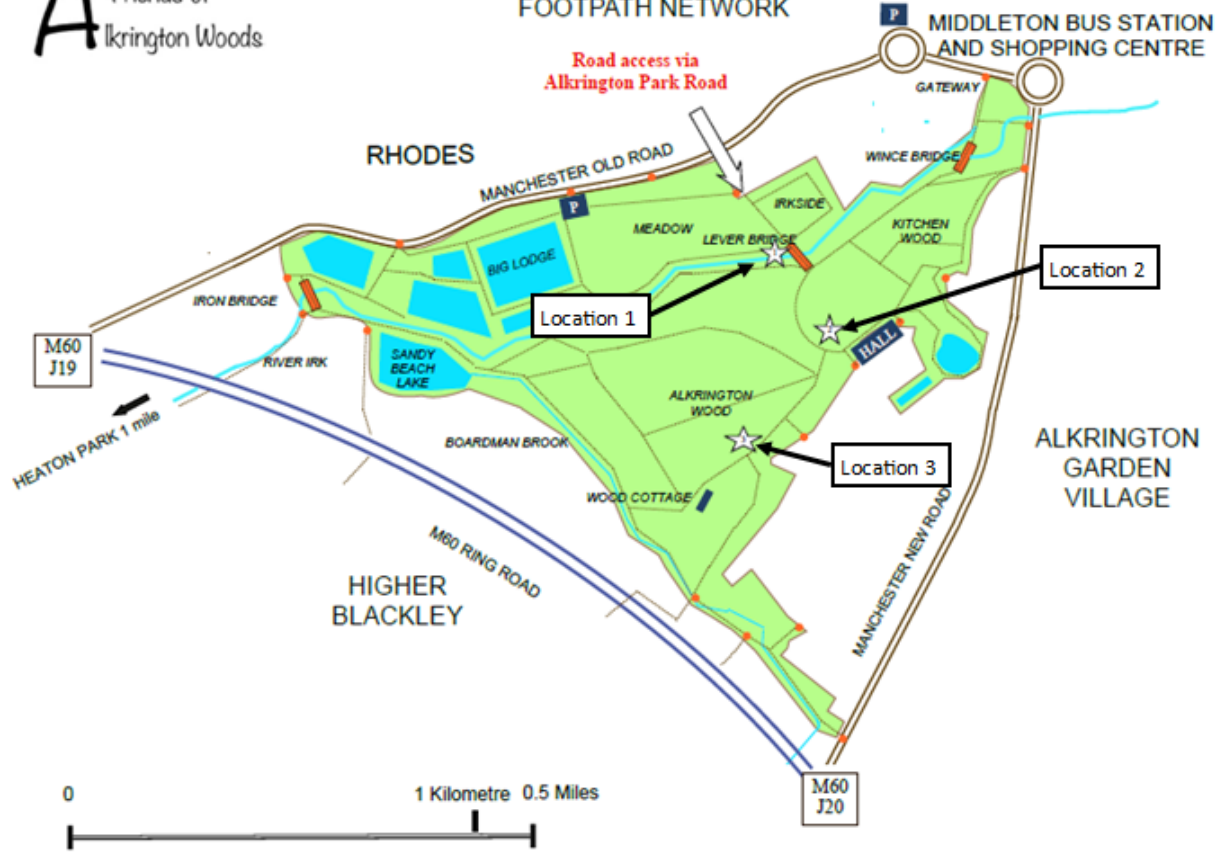
I have read the terms and conditions provided with this form and agree to the funds being allocated as approved at Committee			
Date Committee Approved Scheme			
Signature of Head of Service		Date	10/6/21
Signature of Townships & Communities Manager		Date	
Signature of Township Chair		Date	

KEY

	To be completed by whoever receives the original proposal
	To be completed by Service/Provider after discussion with the Township Office
	To be completed by Township Councillor/Officer

A Friends of Alkrington Woods

ALKRINGTON WOODS LOCAL NATURE RESERVE FOOTPATH NETWORK



Location for panels to be installed (marked with a star)



Located by Lever Bridge



Located near Alkington Hall



Located in the woodland near Wood Cottage



Type of panel to be commissioned and installed