



Consultant Brief

1. Project details

- **Project Title: Phased delivery plan with costings for the Maindee District Centre masterplan**
- **Client Organisation:** Maindee Unlimited
- **Date of Issue:** 8/1/26
- **Date for Submission of Proposals:** 25/1/26
- **Contact Person:** Sheena Bennett admin@maindee.org

Local charity Maindee Unlimited, working with colleagues in Newport City Council are seeking a consultant to help them progress plans to transform the district centre. This includes breaking down the masterplan into smaller and phased delivery projects including detailed costings. This will form the basis of a fundraising strategy. Due to the funding of this work it needs to be carried out promptly and efficiently with work concluded by 22/2/26.

2. Project background and vision

- **Project Context:**
- Maindee Unlimited is a local charity that was set up in 2014. Its aim is to transform Maindee into a sustainable community with a strong local identity, strong local economy and a reputation as an attractive, safe, culturally vibrant and cohesive place to live, work and relax.
- The charity is currently progressing opportunities to improve the quality of the streetscape and public spaces for the well-being of our community and traders.
- Outline design has been undertaken over the last few years in consultation with the community and stakeholders to develop proposals for a revised streetscape, which provides greater permeability for the retail core, with additional green space for public use.
- The proposals aim to improve pedestrian facilities, increase footfall within Maindee and encourage further investment in the area.
- Maindee Unlimited commissioned the completion of a Design Statement in 2023, which sets out proposed changes to the streetscape (included as Appendix A). Additional data collected includes an order of cost estimates for the whole scheme (Appendix B), drainage strategy report, service constraints survey, traffic and swept path analysis report.
- In order to support fundraising and the implementation of the proposals, Maindee Unlimited wish to commission further work to develop an

implementation plan with an up-to-date materials and construction cost estimate to inform future funding bids.

- It is recognised that implementation will have to be phased, responding to the availability of funds. Maindee Unlimited seeks support to breakdown the masterplan into a phased delivery- demarcating discrete projects which can be undertaken independently. Importantly this should include opportunities to complete work off-line before any amendments to the existing carriageway.
- **Strategic Objectives:**
- The project aligns with key Welsh Government and Newport City Council Policies, including:
 - The Welsh Transport Strategy, *Llwybr Newydd* – prioritising sustainable modes to encouraging modal shift towards sustainable transport (public transport, walking, cycling).
 - Well-being of Future Generations (Wales) Act 2015 by considering long-term economic, social, environmental, and cultural well-being.
 - Newport City Council’s declaration of a Climate and ecological emergency.
 - Measures to support the regeneration of district centres to encourage and facilitate economic activity.

3. Site information

- **Location:**
 - **Description:** Chepstow Road and immediate environs, between the junctions with Wharf Road and Livingstone Place, Maindee.



- **Existing Conditions:**
 - **Highway Network:**
 - Chepstow Road is a main arterial route between the east of the City and the City Centre. The study section is the subject of a 20-mph speed limit, with a mix of on and off street parking facilities.
 - The route is classified as traffic sensitive and therefore any online carriageway working will be restricted to off peak hours.

- The current flows recorded are recorded in the Nov 2022 Maindee Traffic data and swept path analysis report (Appendix C)
- **Services and Utilities:** At present utilities investigations have not been undertaken or included in the scope of proposals.

4. Scope of works

- Production of cost estimate to deliver the proposals contained in the Maindee Unlimited Design Statement (as Appendix A) to include materials and labour.
- Exclusion:
 - Underground Services: At present Statutory Undertakers surveys have not been undertaken.
 - Traffic Management – traffic management requirements for the highway amendments will be obtained once supporting elements have been completed.

5. Required Deliverables:

- Production of a cost estimate to construct the proposed scheme outlined in the Maindee Unlimited Design Statement. Costs to be presented for
 - Each sub project without alteration to the existing highway boundary- this includes Maindee car park, public realm improvements around the Triangle and any other sub schemes which can be carried out independently of Highways work.
 - Revision of Highway to revised alignment as contained in the Design Statement following completion of above phases,
 - Full scheme
 - Bill of Quantities (broken down as above elements)
 - Estimated labour costs (broken down as above elements)

6. Procurement information

- **Tendering Process:** Maindee Unlimited will be leading the procurement of a suitable supplier.
- **Process:** Please provide a) a quote broken down into labour days/any other costs b) outline who will carry out the work-specifying personnel and their experience b) Evidence of previous experience carrying out similar work
- **Evaluation Criteria:** Outline the specific criteria used to evaluate proposals, including:
 - Price and value for money.
 - Proven experience and resources.
 - Timescale – work to be completed by 22/2/26

7. Appendices

- **Appendix A:** Design statement and site plans.
- **Appendix B:** Scheme order of cost estimates
- **Appendix c:** Maindee Traffic data and swept path analysis report