

Donna Williams

Subject: FW: 53-55 Vastern Rd, Reading (200188) - sustainability/energy review
Attachments: Vastern Road energy strategy review - fee proposal 260320.pdf

From: Markwell, Jonathan <Jonathan.Markwell@reading.gov.uk>

Sent: 26 March 2020 17:12

To: Craig Pettit <Craig.Pettit@bartonwillmore.co.uk>; Caroline McHardy <Caroline.McHardy@berkeleygroup.co.uk>

Subject: [EXTERNAL] 53-55 Vastern Rd, Reading (200188) - sustainability/energy review

Dear Mr Pettit / Ms McHardy,

Further to previous correspondence, please see attached the quotation received from Element Energy received this afternoon.

On this basis, I would welcome your confirmation that you are willing to fund this independent review, in terms of both the core cost (of £4,588 + £917.60 vat = £5,505.60) and potentially the optional costs too if subsequently applicable (£6,050 + £1210 vat = £7,260)?

If / when you reply positively to me on this, I would then seek to formally instruct Element Energy to carry out the review. Once Element Energy invoices the Council in the future, the Council would in-turn seek payment from you.

I trust that this is of assistance and look forward to hearing from you.

Yours sincerely,

Jonathan Markwell
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Vastern Road Energy Strategy review – Fee proposal

This document is a proposal to provide advice to Reading Borough Council on the energy strategy proposed for the Vastern Road development. The work will assess the energy statement for compliance with the energy policies in RBC’s newly adopted planning policy documents, including the Local Plan (November 2019) and recently adopted Sustainable Design and Construction SPD.

Scope of work

The scope of works is split into core and optional elements, as required by the Request for Quotation:

Core tasks

1. Review proposed energy strategy and sustainability statement
 - a. Review the proposed strategies for compliance with RBC policy, as set-out in RBC’s Local Plan and Sustainable Design and Construction SPD.
 - b. Discussion with Ben Burfoot and RBC’s DH consultants to discuss progress on city-scale DH schemes, with respect to future connections of this scheme and neighbouring schemes (Vastern Court and Caversham Road).
2. Consultation with the Developer’s energy consultants
 - a. Hold an initial telephone call with Berkley / Hodkinson to discuss the strategy, any required clarifications and to identify additional data required for more detailed review.
 - b. Allow for a follow-up discussion to resolve any questions arising from the detailed review of the energy strategy / sustainability statement and to discuss any concerns regarding compliance with the revised RBC policy.
3. Reporting
 - a. Produce a brief report for the local planning authority detailing the findings of the review, including explanation of any issues and potential actions required to resolve them. Include a summary of discussions with the developer’s energy consultants and identify any outstanding issues.
 - b. In-person or telephone meeting with RBC planners to discuss the findings of the review.

Optional tasks

4. Post-report meeting
 - a. Attend a meeting with the LPA and developer / developer’s energy consultants 1-2 weeks following the submission of the report to discuss the findings and proposed actions (note that given current circumstances this is likely to be via telecon).
5. Planning application committee meeting
 - a. Attendance at a Planning Applications Committee meeting to provide input / comment to elected members of the committee.

Fee proposal

The fee for the work is shown in the table below, broken-down by tasks. In addition to the Core and Optional fixed price tasks, we have included a time-charge element to provide additional comment

& analysis to any matters raised by the applicant or third-party representations received during the course of the application.

	Ian Walker	Sam Benjamin
	Director	Senior Consultant
<i>Day-rate</i>	£950	£650
	<i>Days</i>	<i>Days</i>
Core Tasks		
1. Review of the proposed energy strategy & sustainability statement	1	2
2. Consultation with the developer's energy consultants	0.25	0.5
3. Reporting	0.5	2
<i>Total core task days</i>	<i>1.75</i>	<i>4.5</i>
Optional fixed price elements		
Follow-up meeting with applicant and RBC (assumed to be via teleconference)	0.25	0.5
Attendance at Planning application committee meeting	0.5	0.5
<i>Total optional task days</i>	<i>0.75</i>	<i>1</i>
Fees (all fees exc VAT)		
Core tasks fee per person	£1,663	£2,925
Optional tasks fee per person	£713	£650
Expenses - optional tasks (assumes 1 in-person meeting at RBC)	50	50
Total fee (all fees exc VAT)		
Core tasks total fee	£4,588	
Total fee including optional tasks (inc. expenses)	£6,050	
Additional time charge elements		
Additional comments / analysis to any matters raised by applicant in response to report	Time charge elements charged at the day-rates above for Director / Senior Consultant time.	
Provide comment / analysis on third-party representations made during the course of the application		
Additional expenses recharged at cost		

The total fee for the Core tasks will be **£4,588 (excluding VAT)**.

The total fee including Optional tasks will be **£6,050 (excluding VAT)**

Time-charge elements will be charged at day-rates, as follows:

Director £950/day

Senior Consultant £650/day

Core tasks 1 to 3, i.e. to submission of the report to RBC, will be completed in a period of 4 weeks from an instruction to proceed from RBC, e.g. if we are able to start on 30th March, we will submit the report by 27th April.

This timeframe assumes reasonable availability of the Berkley and Hodkinson teams to discuss the proposed energy strategy and to provide any further information required. If we don't get timely

engagement from the energy consultants, such that the above timeline is expected to be impacted, we will notify RBC and agree how to proceed. We expect that the post-report meeting (Task 4) will be arranged by RBC and will be held around 1-2 weeks following submission of the report (date to be agreed).

We confirm that we have no conflicts of interest that would prevent us from carrying out the proposed work.