



THE DESIGN PROCESS

(typical process - subject to options)

1. Initial site meeting to discuss your ideas and something of the gardens potential – this is followed up with more information and/or a fee proposal
2. On acceptance of the fee proposal a further site visit will be made to carry out the site survey – this will commonly include the following:
 - Photographic survey of the whole garden for design reference
 - Soil tests
 - Measured survey of boundaries and existing features (by a chartered surveyor on larger/more complex sites)
 - Survey of existing ground levels (by a chartered surveyor on larger/more complex sites)
 - Appraisal of drainage issues, site aspect, shading, tree and plant condition, soil condition, site context and boundaries
3. Draw up site analysis (**optional** - for larger more complex multi use sites)
4. Draw up various sketch designs for discussion with the client (**option** if required)
5. Draw up the Layout Design or Masterplan for the site – showing the scale proposals for the site both the hard and soft landscaping elements – present to the client and make necessary amendments
6. Draw up planting plans in relation to the Layout Design – plan/s showing each individual plant used in the design with an accompanying schedule to allow for ordering and/or pricing (present to the client for comment/approval) [**optional** if the client would like to design the planting scheme themselves]
7. Draw up construction details and specification for more complex hard landscape features that would otherwise not be fully understood when priced or built (**optional**)
8. Present all drawings to client at site meeting and discuss any final detail
9. Project management – full project management can be provided if the client requires this option (**optional**)
This may include the following:
 - Sourcing suitable contractors
 - Preparing tender drawings and documents and sending out for competitive pricing
 - Briefing selected contractors on site
 - Routine inspection visits to supervise the work and liaise with the contractor
 - Checking of contractors invoices/valuations