



Liskeard and District Sports Pitches and Related Recreational Facilities Demand and Implementation Assessment Consultant's Brief 29 November 2022

1.0 Background

Local Plan / Neighbourhood Plan policies have for a number of years reserved the Roundbury site on the outskirts of Liskeard (SX 256 660) for recreational use including playing fields and sports pitches (football and rugby have been indicated) and ancillary facilities such as, changing rooms etc. The more recent Neighbourhood Plan has proposed additionally, "Local Green Space", and informal off-road running track, and possible café, cycle hire, shelters use etc.

Liskeard Town Council's Parks and Open Spaces Working Party has commenced the process of receiving feedback from key partners, such as, the Liskeard & District Sports Association, Liskeard / Looe Lions etc. on the sport specific requirements and how this might be delivered on the site. The Working Party's research has determined a potential need for at least one dedicated Rugby Match pitch, full size football pitch(s), football and rugby training and small side pitches, and netball courts. There is also a desire for a 5G Football pitch with floodlighting and an athletics track. Initial planning indicates that a rugby pitch, football pitches and netball courts could be formed in the space together with changing facilities meeting all the current sports associations' regulations including accessibility. Other facilities such as spectator accommodation and a café would also be desirable.

The 'catchment' area includes not just the town of Liskeard but an extensive rural area to reflect the draw of the various sports activities (e.g. Liskeard/Looe Rugby Club), the town and its catchment area being close to 40,000 people.

2.0 External Funding and Section 106 Monies

Sport England guidance must be used throughout in order to ensure eligibility for relevant funding streams in the specifications of the various sports and in the design of pitches and supporting infrastructure and facilities. Some Section 106 funding has already been secured and Cornwall Council as Planning Authority will help secure further Section 106 monies (and possibly including some land provision). All relevant grants will be applied for. Hence, the proposals should reflect the requirements of the Sports' governing bodies and be designed to assist in the securing of the necessary approvals. The proposals should also seek to be operated in as cost effective and flexible a manner possible and encourage as much public and community participation and enjoyment of the Roundbury Park site.

3.0 **Local Partners**

The existing clubhouse and associated football, rugby, cricket and hockey pitches and facilities are managed by the Liskeard & District Sports Association (LDSA). Volunteers make up the majority of time invested by local people. The freehold ownership is held by Cornwall Council. The Liskeard School and Community College has some of its own sports pitches and facilities for school use. There is joint use of an illuminated Football/Hockey Astro Pitch.

4.0 **Scope of Work Required**

4.1 Analysis of Needs and Demand for Sports Pitches and Supporting Infrastructure and Facilities in Liskeard and the catchment area. (Information likely to be available according to different datasets (by geographic area and frequency of updates if any)).

4.2 Site Assessment

The key physical factors impacting the use of the site that need to be understood and factored into any proposals are:

- 4.2.1 **Topographical Factors** – the levels of the fields vary considerably. This will impact their impact of the layout of the overall site for sports pitches and supporting infrastructure (changing facilities, parking etc.). The more heavily sloping fields might best be used for suitable informal or activity specific uses depending upon local need.
- 4.2.2 **Highway Access** from previous highways authority comments, it is a key consideration impacting the ability to safely access the site from the publicly adopted highway and ensure parking for vehicles* including possible coach access and manoeuvring space.
- 4.2.3 **Archaeological Features** – The Round that gives the site its name is confirmed by Lidar scan as being on one field within the overall site. The Round cannot be seen on site. The immediate site and perhaps for some surrounding area should not be included in any formal development proposals (e.g. pitches or parking are etc.) It might be retained informal Public Open Space.

4.3 Financial Assessment - Section 106 and Grant Funding – Liskeard Town Council is representing a wider partnership which is seeking to maximise the drawn down of relevant grants from sports funding bodies to carry out the design and construction of the facilities. (Noting that the Town Council is not a principal council or local authority and neither has the legal powers or financial resources). It is also important that the proposals are framed to minimise ongoing operating costs as much as it practicable.

5.0 **Method Statement 1: Analysis of Needs and Demand Study for Sports Pitches and Supporting Infrastructure**

- 5.1 A Gap Analysis will be undertaken – this will include a desktop analysis of previous reports, relevant planning policy, and available information and provide an insight into the acceptability of proposals are securing of the relevant sports funding body support.
- 5.2 Regular Contact is needed with Liskeard Town Council (both during the initial information gathering phase and the options development) – Liskeard Town Council is representing a wider group of partners which include those using and, in some cases operating the existing range of pitches and facilities. (The proposals will need to take account of the issues relating to the current range of facilities (lack of sufficient pitches and facilities etc.). It will need to futureproof the proposals to take account of the expansion of the population in the town and in the wider catchment area. There will also the eventual loss of current practice pitches due to the extension of the existing cemetery site and the provision of further school facilities.

6.0 **Method Statement 2: Site Assessment**

- 6.1 Desk Top Study – analysis of the existing information including online and electronic studies and references etc.
- 6.2 Site Visit – make an actual visit to the site and note the topography, the existing agricultural access along the northern side of the site as identified by the Highways Authority comments, the location of the Lidar contact. Also, the extent of the built residential development to the south of the site.
- 6.3 Sustainable travel options for the site will also to be reflected. This will need to include the pedestrians access with the residential areas to the south of the site (with the built, consented and pre-application location of housing) need to be taken into account when considering pitch and facilities site layout.
- 6.4 Utilities (especially water and electricity) search will involve the contacting the statutory undertakers. This will identify key areas where the pitches and associated facilities could be located within the site.

7.0 **Method Statement 3: Section 106 and Grant Funding**

- 7.1 Desk Top Analysis – of all the relevant possible grant funding sources (and those indicated section 106 contributions – to become available on a phased basis) to support the scheme proposals. This should indicate clearly requirements needed to secure the funding especially those impacting the provision of the scheme.
- 7.2 Assessment of Options – to consider with Liskeard Town Council and the local sports and recreation partners, the possible options for the Roundbury site which will need to be considered in the context of requirements and aspirations of the wider provision of pitches and facilities.

7.3 Next Step Plan – recommendations to include which type of sports pitches and supporting facilities and the possible grant funding sources and indicative timeline.

8.0 Information Supplied

8.1 A location plan of the site

8.2 Relevant information/studies available for the site.

- 8.2.1 Neighbourhood Plan Policy 2018.
- 8.2.2 Liskeard Town Council – Agent Site Valuation Report.
- 8.2.3 Highways Authority – Site access observations.
- 8.2.4 Levels for the Site.
- 8.2.5 Lidar – “Round” location.
- 8.2.6 Cornwall Council – Greenspace Strategy 2014.
- 8.2.7 Football Association – Cornwall Study 2022 -
<https://localplans.footballfoundation.org.uk/local-authorities-index/cornwall/cornwall-local-football-facility-plan/>

9.0 Additional Work

Should additional work be considered necessary this would need to be identified, discussed, and agreed as soon as possible.

10.0 Assessment of Tenders:

- 10.1 **Point of Submission** – Stephen Vinson, Town Clerk, Liskeard Town Council, email townclerk@liskeard.gov.uk
- 10.2 **Initial Check Through** – Stephen Vinson (Town Clerk), Jacqui Orange (Facilities Manager), Julian Smith (Chair Facilities Committee), Richard Dorling (Chair Parks and Open Spaces Working Group).
- 10.3 **Reporting and Acceptance of Tender** – Town Council one of the monthly meetings. (20th December 2022 and 24th January 2023).
- 10.4 **Scoring of Tenders** - Liskeard Town Council and the local partnership are seeking external consultants’ assistance to provide the specialist advice and guidance on this locally strategic sports and facilities project, that can provide a step change in local provision. This is a clear and defined stage in the overall scheme. There is a clear determination to use Section 106 contributions matched with external grants to deliver a completed capital scheme through to operational delivery. This will require seeking external support to secure the grant funding and project manage the delivery of the capital project. Consultants submitting tenders should bear in mind their possible involvement in future phases of the scheme, subject to any tendering requirement.

Element Assessed	Proportion of Score
Price quoted by the Tender	40%
Quality of the tender and the experience of the consultant in assessment and recommendations relating to sports pitch and facilities provision.	30%
Quality of the tender and the experience of the consultant in the advice and recommendations relating to utilising Section 106 contributions and the attainment of grant investment in sports pitch and facilities provision.	30%
Total Score	100%