



SOUTH SOMERSET DISTRICT COUNCIL

Site Options Re-Appraisal for Yeovil Sports Zone

CONSULTANTS BRIEF

5th November 2009

Version Details:	
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Element Name:	Site Options Re-Appraisal Brief
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1 Introduction

- 1.1 South Somerset District Council (SSDC) wishes to commission a consultancy to conduct a re-appraisal of site options to determine the site for a new Sports Zone within Yeovil.

2 Background

- 2.1 The Sport Zone is the working title for the project aiming to provide residents with first class sport and recreation facilities, which will meet both present and projected future needs as the population grows. The project commenced in January 2006 and aims to widen the range of opportunities for people of all ages to participate in leisure, stimulate healthy lifestyles, increase participation, enable more young people to achieve their potential in sport and a create a sub-regional sports venue.
- 2.2 Delivering a package of specialist strategic facilities that will meet the needs of those living in the area of Yeovil and throughout the district, the Sport Zone proposal comes at a time when the country is preparing to stage the London 2012 Olympic Games, and presents an opportunity to secure a lasting Olympic legacy for the district. It is a project that would take South Somerset's sport and leisure facilities to the next level and help Yeovil to become a destination of choice for leisure, shopping and entertainment, supporting the Council's economic regeneration agenda. In addition, provision of this facility will be totally in conformity with Yeovil's role and function within the regional context and will fulfil its designation as a Strategically Significant City or Town (SSCT).
- 2.3 Previously significant stages in the development of this project include:
- 2.3.1 The Sport Zone concept was strongly supported through the Yeovil Vision consultation exercise in 2005, leading to the Sport Zone becoming a central component in the drive to increase economic vitality and prosperity through our Corporate Plan 2005 – 2012.
- 2.3.2 The Corporate Plan committed the council to the completion of Phase One of the proposed project, comprising the needs analysis, together with the identification of the site and funding package.
- 2.3.3 To minimise the risks of abortive expenditure, the District Executive Committee resolved to proceed with a phased approach to this project, agreeing to move forward to the next stage only after determining there was sufficient evidence to justify proceeding further.
- 2.3.4 District Executive allocated funding to carry out the first phase of the project. In November 2006 the council commissioned two specialist consultants to undertake this work. RPS Planning were commissioned to identify and evaluate the suitability of a range of

potential sites based on a sequential approach, and PMP Leisure Management were engaged to conduct the needs analysis, concept design layouts, capital cost/business plan viability appraisals.

- 3.1.1. The analysis conducted in March 2007 to test demand and supply for each major sports facility demonstrated that there was a clear need for additional facility provision and for the council to put plans in place for delivering the required infrastructure.
- 3.1.2. An analysis of the different strategic options to deliver the new provision in Yeovil identified that the lowest capital cost, most affordable, most sustainable, and appropriate solution to meet these deficiencies would be through the adoption of a single site approach. The single site approach being £1m per year cheaper to operate than through the adoption of a multi-site dispersed approach.
- 3.1.3. The detailed site appraisal investigations concluded that Yeovil Recreation Centre was the most suitable and sustainable site for a proposed Sport Zone. The selection of this site created considerable public interest particularly from residents living in close proximity to the site.
- 3.1.4. A high-level phased project execution plan was prepared, taking account of the issues emerging from the consultation process and based upon the traditional design and build procurement model. This set out 6 key phases:
 - Stage A – Feasibility
 - Stage B – Site Identification
 - Stage C – Outline Business Case
 - Stage D – Outline Planning Permission
 - Stage E – Financing and Setting of Detailed Design Brief
 - Stage F – Detailed Design Production and Full Planning Permission
 - Stage G – Contractor and Operator Procurement
 - Stage H – Contract and Construction
 - Stage I – Handover and Operation
- 3.1.5. The Council approved the Project Brief for Stages B and C of the project as part of the 2008-9 Medium Term Financial Plan process. The brief contained three objectives:

- 3.1.6. To conduct the site surveys required ensuring the Council has complete and robust information to identify whether the Yeovil Recreation Centre site could accommodate a Sport Zone.
- 3.1.7. To conduct a comprehensive capital financing appraisal to enable the Council to determine the most suitable funding package.
- 3.1.8. To prepare a report detailing the outcomes of the feasibility studies in order to provide the necessary information for members to make decisions concerning the future of the proposed project.

3.2. Upon the completion of this work, the Council:

- Approved the facility mix recommended by the Sport Zone Project Board.
- Allocated £6m of capital towards the delivery of the project between 2009/10 to 2014/15.

3.3. However, in the face of public opposition to the proposed site, the Council decided to not to authorise the submission of a capital bid to progress to Stage D of the project to proceed with an outline planning application for the Sport Zone at the Yeovil Recreation Centre.

3.4. Further details of the scheme and its associated published reports can be obtained from the Council's website at www.yeovilsportzone.com

4. Brief

- 4.1. The purpose of this work is to critically re-appraise the site options for the proposed Sports Zone within Yeovil, to facilitate a site decision to be taken, thereby enabling the project to progress.
- 4.2. Consultants should note that the final report and its findings may be used as part of the evidence base for the LDF Core Strategy should the Council subsequently designate the proposed site as a strategic allocation.

5. Sports Facility Mix and Potential Land-Take

5.1. The table below details the facility mix approved by Full Council in January 2009.

Facility Mix
<ul style="list-style-type: none"> • 8 lane, 50m x 17m pool with moveable boom and moveable floor (850 m²) • Combined leisure and learner pool (530 m²)
<ul style="list-style-type: none"> • 8 court multi-purpose sports hall

<ul style="list-style-type: none"> • 4 court indoor tennis centre
<ul style="list-style-type: none"> • 125 station health and fitness gym
<ul style="list-style-type: none"> • Multi-purpose aerobics / dance studio and meeting room
<ul style="list-style-type: none"> • Health consultation rooms
<ul style="list-style-type: none"> • Climbing wall
<ul style="list-style-type: none"> • Full sized synthetic turf pitch
<ul style="list-style-type: none"> • Crèche
<ul style="list-style-type: none"> • Café and supporting changing facilities

5.2. Roberts Limbrick prepared concept designs set out a footprint of 9777 sq m, which would initially indicates an estimated site size in the order of 1.25 – 2 hectares subject to existing site specific infrastructure / site development opportunities.

5.3. However, the recent economic changes have impacted the affordability of the approved mix. As a result the Council has:

- Identified a number of phased construction options for the scheme to enable the Council to make informed choices on scope and affordability at each stage. The project could be delivered utilising a ‘wet to dry’ or ‘dry to wet’ phasing approach. Demonstration designs have been prepared for each of these options.
- Reviewed the facility mix and how this may impact upon the site appraisal process. In particular, this could lead to the Indoor Tennis and synthetic turf pitch provision being delivered in a different way.

6 Site Options Re-Appraisal Details

6.1 Based upon the sports facility mix and potential land-take outlined above, the site options re-appraisal exercise will comprise:

Phase 1:

- Reviewing facility mix planning and land take requirement.
- Reviewing previously identified sites and identifying any potential new site options, evaluating their suitability based upon the revised sport facility mix and potential land-take using a sequential approach (as directed by PPS6), to determine whether a more suitable site exists, identifying and ranking the preferred site options.
- Ascertain availability and willingness to treat using the Council’s Land Availability Assessment.

- d) Assessing site options on the basis of their sequential ranking, community value, likelihood and cost of acquisition with the Project Board.
- e) Making a recommendation on the optimum site, with appropriate justification.

6.2 In conducting the re-appraisal, SSDC would like to highlight to Consultants:

- Given the high level of public interest in the scheme, the Council is particularly interested to explore the ways in which the public could be engaged in parts of the process. Consultants should set out their proposals within their submission to the Council.
- Consultants should also give consideration as to how they might work engage with Councillors to facilitate the fundamental site decision to be taken.
- Depending on the findings of the re-appraisal, the Council may require the Consultants to work with the Council in seeking independent Counsel's advice on the significance of the sequential ranking in planning terms.

7 Final Reporting

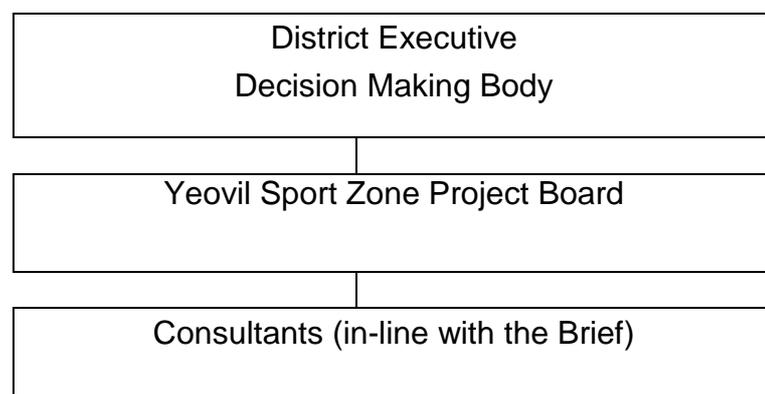
7.1 The Council expects the results of these appraisals to provide the necessary information for Councillors to make the necessary key strategic decisions concerning the future delivery of the proposed sport zone.

7.2 The final report will incorporate all the options appraisal material into a Yeovil Sports Zone Options Re-Appraisal Document.

8 Proposed Project Structure

8.1 An overview of the proposed project structure is set out in diagram below.

8.2 The District Council has formed a Yeovil Sport Zone Project Board to guide the development of the project.



9 Selection of consultants

- 9.1 Consultants will be selected to the short list on the basis of their written submissions but the final selection will be on the basis of interview.
- 9.2 Consultants will be selected on the basis of their expertise, proven experience, public and Councilor engagement proposals, value for money and anticipated quality of outputs.
- 9.3 Submissions should clearly show what will be delivered for each re-appraisal element, how much support resource will be invested and provide a cost breakdown for each element.
- 9.4 Curriculum vitae for the actual individuals who are to undertake the work in the study should be submitted.
- 9.5 Consultants will have indemnity cover appropriate for this study.
- 9.6 Consultants should also declare any interest they have or have previously had in the study area and any relationship to any Elected Member or Officer of the Council.

10 Consultancy Structure

- 10.1 The successful consultants should expect to work largely under their own direction within this Brief. Any assistance or information required from the Council should be specified in the submission.
- 10.2 Consultants will report on a day-to-day basis directly to the Lead Project Officer appointed by the Council.
- 10.3 It is anticipated that there will be an initial briefing meeting and thereafter a series of update meetings at an agreed set of regular intervals throughout the contract. The Consultants will report to the Project Board. Consultants should set out the intervals they would prefer in their submission.
- 10.4 The Council would expect the work to be completed in 3-4 months duration, commencing from either December 2009 or January 2010.
- 10.5 Consultants should show a fully costed cost breakdown including all expenses etc. for each aspect of the work within Section 6 of this Brief. Once agreed following selection, there will be no additions to the agreed sum.
- 10.6 Payment terms will be 30% on commission, and then the remainder on the satisfactory completion.
- 10.7 Copyright of both printed and electronic material produced will be held by South Somerset District Council,

11 Timetable:-

Invitation	6 th November 2009
Closing date	10.00 a.m. 26 th November 2009
Selection Interviews and Appointment	4 th December 2009
Expected Consultancy Duration	3-4 Months

12 South Somerset District Council Contacts:-

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