

# Shropshire Public Open Space and Recreation Needs Assessment & Investment Plan

## Consultancy Brief

### 1.0 Context

Shropshire is a large, predominantly rural county situated in the northwest corner of the West Midlands region. The population of approx. 300,000 people are spread over a large geographic area. There are 18 market towns, with only four having a population of over 10,000 people. Shrewsbury is the county town and is designated as a regional Growth Point for further development. Shrewsbury is home to around a quarter of the population of Shropshire and is a key employment, shopping and cultural centre. The southern and western parts of the county are generally more remote and have a particularly sparse population.

Shropshire Council's Core Strategy Development Plan and further Site Allocations and Management of Development (SAMDev) Plan, Adopted 17th December 2015, sets out the physical and infrastructure development that will take place across the county over the next 20 years. The SAMDev Plan is supported by 18 Place Plans which set out and prioritise the infrastructure and investment needs of Shropshire's market towns, key centres, Community Hubs and Clusters, and villages in the 'countryside'. In this way they are central to the delivery of sustainable places, informing the settlement strategies defined in the SAMDev.

The 18 Place Plans are intended to be 'live' documents, reviewed and updated annually in partnership with local infrastructure and service providers and the local community. An up to date Public Open Space and Recreation Needs Assessment and Investment Plan is required to inform this process for 2016/17 and beyond, and to provide an evidence base to inform Shropshire's Local Plan review process. In particular, it will identify current deficiencies in provision, inform a review of the current policy based design standards for site based provision of Public Open Space and support additional investment through the use of the Community Infrastructure Levy (CIL) and other funding.

The Shropshire Public Open Space and Recreation Needs Assessment and Investment Plan will also reference Shropshire's Playing Pitch Strategy and Investment Plan which is currently being updated, so that the overall sport and recreation provision is identified and prioritised within Shropshire.

### 2.0 Purpose

Shropshire Council wishes to appoint an experienced consultant to produce a Public Open Space and Recreation Needs Assessment and Investment Plan.

This will identify current provision / standards and any future shortfall in light of projected population growth. The Investment Plan will establish an up to date evidence base for targeted investment which will assist Shropshire Council and the relevant Town Councils to identify and target potential opportunities for investment in enhanced and new provision as part of the relevant Place Plan.

The Public Open Space and Recreation Needs Assessment and Investment Plan should use the previous PPG17 data for Shropshire, produced by PMP in 2009, as a baseline for developing the current Public Open Space and Recreation provision and the future requirements based on increased settlement populations identified within the SAMDev Plan.

### **3.0 Project Scope**

- i. To review and update as required the PMP 2009 Open Space and Recreation typology standards for consistency with current national policy requirements and established good practice to ensure sufficient public accessibility to open space and recreation provision in Shrewsbury, the Market Towns & Rural Areas. Identify ways in which the Public Open Space and Recreation Investment Plan links into Public Health England's Every Body Active Every day framework for physical activity, and supports NICE guidance of physical activity and the environment; promoting active play and sport for children and young people in family, pre-school, school and community settings.
- ii. To carry out extensive site visits to test the existing data from the 2009 PMP study and new monitoring data (supplied by Shropshire Council) to generate an accurate evidence base of current provision and to establish whether this data is an accurate reflection of what is actually 'on the ground'.
- iii. To assess any changes in population data against the typologies and standards above and to identify future shortfalls.
- iv. To identify and prioritise Open Space and Recreation improvements and investment requirements within Shrewsbury, the Market Towns & Rural Areas as a contribution to updating the relevant Place Plans, identifying any potential new funding opportunities to support and match any CIL funding allocation. (Indicative levels of investment required to both improve provision and new facilities where there is evidenced of need).

### **4.0 Timing**

It is anticipated that the study must be completed by the end of August 2016, although the consultant will need to identify emerging priorities before this deadline.

## **5.0 Meeting the requirements of the Specification**

The brief requires that existing data from the 2009 PMP study and new monitoring data on Open Space and Recreation is proofed against what is actually 'on the ground'. This will require considerable time to be invested, and to reduce costs, the Council is proposing to provide contact details for a student placement who will be expected to work with the appointed consultant to deliver this element of the commission at a significantly reduced cost.

Tenderers will be required to set out their approach to the work including:

- Their understanding of the brief and the key issues that will be addressed.
- How the task will be approached including the proposed methodology and work programme.
- Indicative milestones / timescales for completion of the study.
- The number of day's work they anticipate each stage of the study will take, including the number of hours' time input assumed for each member of the proposed project team and a breakdown of any associated costs.
- Details of the relevant experience for each project team member and examples of comparable work undertaken.
- The payment arrangements required to be met in order for the report to be delivered on time and within budget.

Any potential conflicts of interests must be declared.

## **6.0 Project Management**

The consultant will receive support to deliver the contract from Shropshire Council's Planning Policy, Outdoor Partnerships, Leisure Services and Energize STW.

The consultant will be required to project manage the commission on a day to day basis including co-ordinating the input of the student placement and relevant stakeholders as follows:

1. Shropshire Council Departments
  - Strategic Planning
  - Outdoor Recreation
  - Estates
  - Commissioning and Community Enablement
  - Public Health
2. Town and Parish Councils
3. Shropshire Playing Field Association
4. Energize STW

5. Other local Open Space & Recreation providers as agreed at inception meet

The consultant will be required to prepare relevant proposals and to present these to the Shropshire Council for consideration before submitting final report.