

Terms of reference for a demand study for a sports hall in Cringleford

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Introduction

In 2020 Cringleford Parish Council (CPC) developed a recreational strategy (attached) for the expanding parish, with an aim to increase the sporting and recreational facilities available to existing and future residents. The initial stage of implementation of the strategy involves a project to create the following facilities at the St Giles Park development site:

- Improved football facilities
- A skate park
- A multi-functional sports hall

Needs analysis for improved football facilities are not required as part of this piece of work.

This study is Stage 1 of a two stage process. After completion of the study and dependent on the findings, the Council may seek to procure additional services in Stage 2 to answer the question of the financial viability of the proposed facilities.

Terms of reference

Stage 1 of the study is required to establish:

- The overall need for additional indoor sports and recreational facilities both now and a projection for upto twenty five years within the catchment area of Cringleford. (Some indoor exercise/recreation groups are already catered for at additional Council facilities including the Willow Centre and Pavilion).
- The types and scale of indoor sports and activities needed and the facilities required to support these sports and activities.
- The study will include:
 1. assessment of the need of each indoor sport taking into account local demographics, anticipated further housing growth and the catchment of the facilities;
 2. consultation with a range of stakeholders to be identified and agreed with CPC
 3. those activities that require specialist facilities such as flooring.

Further information

The contact at CPC will be Sam Henry (admin@cringlefordpc.org.uk) for all points of clarification and issue of the report.

The output will be a report that shows demand for the different sports and activities that may reasonably be expected to require a multi-functional sports hall in Cringleford.

This work will be awarded on the basis of both price and an interview.

To progress the project and finalise the contract with the consultant, the council requires an inception report outlining the proposed methodology, timescale and projected budget. The professionals proposed to undertake this work will be named together with their resumes of relevant experience. This information will form the basis for the selection interview, alongside a presentation.

Once appointed the council will require the report to be completed within 6 weeks of agreeing a contract with the successful applicant.