

Public Document Pack



Democratic Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Fax: (01304) 872452
DX: 6312
Minicom: (01304) 820115
Website: www.dover.gov.uk
e-mail: democraticservices@dover.gov.uk

07 March 2017

Dear Councillor

I am now able to enclose, for consideration at the meeting of the **DOVER LEISURE CENTRE ADVISORY GROUP** on Thursday 9 March 2017 at 4.45 pm, the following reports that were unavailable when the agenda was printed.

4 **MINUTES** (Pages 2 - 5)

To confirm the notes of the meeting of the Committee held on 9 February 2017.

Yours sincerely

A handwritten signature in dark ink, appearing to be "Nicky", is written over a horizontal line. Below the signature, the text "Chief Executive" is printed.

Chief Executive

Minutes of the meeting of the **DOVER LEISURE CENTRE ADVISORY GROUP** held at the Council Offices, Whitfield on Thursday, 9 February 2017 at 4.45 pm.

Present:

Chairman: Councillor M D Conolly (Vice-Chairman in the Chair)

Councillors: P M Beresford
N J Collor
M D Conolly
P Walker
Mr P Ward

Also Present: Mr D Brenchley (BAM)
Mr P Coyle (GT3 Architects)
Mr S Jepson (Hadron Consulting)
Mr M Kelly (BAM)
Mr S Mirtle (GT3 Architects)

Officers: Director of Environment and Corporate Assets
Principal Infrastructure and Delivery Officer
Principal Leisure Officer
Architectural Project Officer
Team Leader – Democratic Support

86 APOLOGIES

An apology for absence was received from Councillor T J Bartlett.

87 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute members appointed.

88 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

89 MINUTES

The notes of the meeting of the Group held on 12 January 2017 were approved as a correct record and signed by the Chairman.

90 DESIGN DEVELOPMENT

The Group was advised that the design had changed to incorporate future proofing requirements that would allow for the potential construction of a spa or other facility type in the future. The changes were as followed:

- The plant room for the pool had been moved from the basement to the ground floor. This change would save £100,000, reduce the construction time as a basement was no longer required and allow for the easiest replacement of plant in the future.
- Moving the delivery area.
- Improvements to the drop off space for minibuses.

There had been minor changes to the design to ensure a better use of space at the entrance and avoid heat loss and dust traps.

There would be 'wayfinding colours' used in the building to guide people to the various areas and this colour scheme would be reflected in the silhouettes of sports people on the external dry side wall. Sport England had requested that more diversity be included in the silhouettes.

The fine tuning of the retail space would be worked out with the operator when appointed but Sports England had stated that they were satisfied with the space provided for retail.

The focus on wi-fi provision would be for the restaurant and the poolside seating but the actual positioning would be determined once the site was built.

There would be space for an additional two wheelchair spectator spaces in the poolside area. The Council was engaging with accessibility groups on the design.

The planning application was expected to be submitted in March with the intention of it being considered at the June 2017 Planning Committee meeting.

91 PROGRAMME

Members were advised that the programme was broadly on schedule. As previously publicised, there were no changes since the last Project Advisory Group meeting.

92 PLANNING

The Principal Infrastructure and Delivery Officer stated that the case officer appointed by the planning department for pre-application advice had commented on the information provided to them so far. As part of the application it would set out the reasons why a town centre site was not selected. There was still some work needing to be undertaken in respect of the development of a travel plan.

The Leisure Centre would have a minimum of 250 parking spaces although it was not expected that there would be a need for use of 250 spaces every day. However, it was sufficient for the number of spaces required for a swimming gala.

Members were informed that a meeting with Kent County Council and Stagecoach was being organised to model bus routes and identify whether any contribution would be needed and it was noted that the nearby Lidl application could have an impact on this. It was suggested that Councillor N J Collor be in attendance at that meeting as the relevant portfolio holder.

93 LAND ACQUISITION

The Director of Environment and Corporate Assets advised that it was hoped that the land acquisition process would complete before the end of the following week.

94 DATES OF FUTURE MEETINGS

The dates of future meetings were noted.

95 EXCLUSION OF THE PRESS AND PUBLIC

It was moved by Councillor N J Collor, duly seconded and

RESOLVED: That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that the item to be considered involves the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act.

96 RISKS

Members received a report on the potential risks affecting the project.

97 PROJECT COSTS

Members received an update on the project costs.

It was noted that as a result of the changes to the design there had been a number of costs savings achieved. However, there was still some uncertainty over the costs involved due to the ground conditions.

98 OPERATOR PROCUREMENT

The Principal Leisure Officer provided an update on the leisure operator procurement. Members were advised that several documents including the Service

Specification, the Leisure Operating Contract and Asset Management Responsibility Matrix were being refined. The Principal Leisure Officer explained how the pricing of facilities was approached in the service specification. The market would be asked to complete a table of proposed prices for all leisure centre facilities. Although there was no control over membership prices, there were core facility prices that were protected and measures would be put in place to help control how these were increased.

The core facility areas included gym sessions, fitness classes, badminton court hire, 3G Pitch hire and Swimming. It was added that following feedback from accessibility groups, in particular, carer admission costs would be reviewed.

The provision of free car parking at Dover leisure Centre was also discussed and arrangements for monitoring the implementation of this were under review.

The meeting ended at 6.10 pm.