



Democratic Services
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5 January 2017

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **DOVER LEISURE CENTRE PROJECT ADVISORY GROUP** will be held in the HMS Brave Room at these Offices on Thursday 12 January 2017 at 5.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at kate.batty-smith@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kate Batty-Smith', written over a white background.

Chief Executive

Dover Leisure Centre Advisory Group Membership:

T J Bartlett (Chairman)
P M Beresford
N J Collor
M D Conolly
P Walker
Mr P Ward

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 4)

To receive any declarations of interest from Members in respect of business to be

transacted on the agenda.

4 **MINUTES** (Pages 5-9)

To confirm the attached notes of the meeting of the Committee held on 8 December 2016.

5 **DESIGN DEVELOPMENT**

To receive a briefing on the current proposed design, highlighting amendments made since the last Project Advisory Group meeting, in particular site layout, parking arrangements, landscaping, accessibility and elevations.

6 **RISKS**

To receive a briefing on the main risks and steps being taken to mitigate them.

7 **PROGRAMME**

To receive a briefing on the project programme which has been revised in the light of recent Council decisions.

8 **CONTRACTOR INTRODUCTION**

To meet core members of the contractor team.

9 **LAND ACQUISITION**

To receive a briefing on progress.

10 **DATES OF FUTURE MEETINGS**

To note the following meeting dates:

9 February at 4.30pm

9 March at 4.30pm

6 April at 4.30pm (provisional)

11 May at 4.30pm (provisional)

11 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 10)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

12 **PROJECT COSTS**

To receive a briefing on the overall project costs, affordability, budget and anticipated spend profile.

13 **OPERATOR PROCUREMENT**

To receive a briefing on the operator procurement process.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Kate Batty-Smith, Democratic Support Officer, telephone: 01304 872303 or email: kate.batty-smith@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.