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4 September 2018

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 13 September 2018 at 4.45 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](mailto:kate.batty-smith@dover.gov.uk).

Yours sincerely



Chief Executive

Dover Leisure Centre Project 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 5-8)

To confirm the attached Minutes of the meeting of the Committee held on 7 June 2018.

5 **OPERATION OF EXISTING LEISURE CENTRE AND MOBILISATION OF NEW DOVER DISTRICT LEISURE CENTRE**

To receive an update on the operation of the existing centre and preparations for moving to the new centre.

6 **CONSTRUCTION**

To receive an update on the construction of Dover District Leisure Centre.

7 **DESIGN DEVELOPMENT**

To receive a briefing on design development.

8 **PROGRAMME**

To receive a briefing on the project programme.

9 **PLANNING**

To receive a briefing on outstanding planning conditions.

10 **COMMUNICATIONS**

To receive an update on communications.

11 **ACCESS ROAD**

To receive a briefing on the arrangements for the naming and adoption of the access road.

12 **DATES OF FUTURE MEETINGS**

8 November at 4.45pm.

10 January 2019 at 4.45pm.

13 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 9)

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

### 14 **CLIENT PROGRESS REPORT**

To receive a summary of progress on construction.

### 15 **RISKS**

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

### 16 **PROJECT COSTS**

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

#### **Access to Meetings and Information**

- The provisions of Part VI of the Local Government Act 1972, The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 do not apply to meetings of this Advisory Group so as to require its meetings to be open to the public.

Notwithstanding the above, the Council will, whenever possible, conduct meetings of the Advisory Group in public in furtherance of its commitment to openness and transparency. However, there may be occasions on which the nature of the business to be transacted requires members of the public to be excluded from the meetings or parts of them.

- 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](http://www.dover.gov.uk). Minutes are normally published within five working days of 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 Services Officer, telephone: 01304 872303 or email: [kate.batty-smith@dover.gov.uk](mailto:kate.batty-smith@dover.gov.uk) for details.

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