



Democratic Services
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30 November 2016

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **DOVER LEISURE CENTRE PROJECT ADVISORY GROUP** will be held in the Council Chamber at these Offices on Thursday 8 December 2016 at 3.00 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**

To confirm the Notes of the meeting of the Committee held on 3 November 2016 (to follow).

5 **UPDATE ON SPA OPTION**

To receive a briefing from the Council's specialist spa consultant on her study into the feasibility of providing a spa with the leisure centre.

6 **DESIGN DEVELOPMENT**

To receive a verbal briefing on the current proposed design, highlighting amendments made since the last Project Advisory Group meeting, and in particular how a spa facility can be incorporated into the leisure centre.

7 **RISKS**

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

8 **PROGRAMME**

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

9 **LAND ACQUISITION**

To receive a verbal briefing on progress.

10 **DATES OF FUTURE MEETINGS**

To note the following provisional meeting dates:

12 January 2017 at 5.00pm

9 February 2017 at 4.30pm

9 March 2017 at 4.30pm

11 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 5)

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 cost of adding a spa to the facility mix, overall project costs, affordability, budget and anticipated spend profile.

13 **CONTRACTOR PROCUREMENT**

To receive a briefing on the contractor procurement process.

14 **OPERATOR PROCUREMENT**

To receive a briefing on the operator procurement process.

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- 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.

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