

# TONBRIDGE & MALLING BOROUGH COUNCIL

## CABINET

17 June 2009

### Joint Report of the Director of Finance, Chief Leisure Officer and the Cabinet Members for Finance and Leisure, Youth and Arts

#### Part 1- Public

#### Matters for Recommendation to Council

#### 1 LEISURE FACILITIES – CAPITAL WORKS

##### Summary

**This report highlights capital works at three of the Council's leisure facilities which are being progressed to address issues raised as part of an annual external risk assessment review. The report seeks confirmation of action taken in relation to expenditure associated with the works.**

#### 1.1 Background

1.1.1 This Council has a Corporate Management Policy which ensures that procedures are in place to control and minimise risks and to ensure that the Council complies with the approved Code of Practice produced by the Health and Safety Commission.

1.1.2 A number of procedures are implemented by the Council to control water quality, including monitoring, sampling and the implementation of annual risk assessment reviews by an external consultant. These procedures have served the Council well to date in ensuring compliance.

#### 1.2 Risk Assessment Reviews

1.2.1 The recent risk assessment reviews of the Council's leisure facilities, undertaken by an external consultant on behalf of the Council, identified a number of works which needed to be progressed. These works included:

- the replacement of the calorifier in the reception end of the building at Larkfield Leisure Centre
- the replacement of the crèche kitchen water heater at Larkfield Leisure Centre
- the removal of the flexi hose in the health suite area at Larkfield Leisure Centre

- the linking of the building management system to the purge system at Tonbridge Swimming Pool
- the isolation of the tanks and the removal of the blended water mixer valve at Tonbridge Farm pavilion.

1.2.2 Quotations for the above works were sought amounting to a total cost of £30,000, for which no budget provision existed within either the Council's capital or revenue budgets.

1.2.3 The required works were considered by the Council's Management Team which recommended to the Leader of the Council and Chairman of the Policy Overview Committee in accordance with the Council's Financial Procedure Rules and to the Cabinet Members for Finance and Leisure, Youth and Arts that the works be progressed with funding from the Council's revenue reserve for capital schemes. This report seeks confirmation of the action taken.

### **1.3 Legal Implications**

1.3.1 The Council has a legal duty to meet the requirements of the Health and Safety Commission's Approved Good Practice and Guidance. The Council achieves this requirement through the implementation of a Corporate Management Policy and with the assistance of external consultants.

### **1.4 Financial and Value for Money Considerations**

1.4.1 As outlined in sub-sections 1.2.2 and 1.2.3 of the report.

### **1.5 Risk Assessment**

1.5.1 The Council is committed to preventing and managing health and safety risk in all of its premises and the leisure facilities across the Borough are particularly important in this regard. The Corporate Management Policy therefore:

- puts procedures in place to control and minimise any risk
- ensures that all work undertaken and procedures adopted are, at a minimum, in accordance with the relevant Codes of Practice
- promotes good maintenance procedures
- includes procedures to deal swiftly with any indication that control measures that it has implemented are not working effectively, and ensures that it has competent advice readily available to resolve any issues including the services of competent, specialist contractors to assist it to meet its obligations.

1.5.2 Each of the Council's premises has had a risk assessment.

## **1.6 Policy Considerations**

1.6.1 Asset Management.

## **1.7 Recommendations**

1.7.1 It is **RECOMMENDED TO COUNCIL** that:

- 1) the action taken in progressing the capital works relating to the Council's leisure facilities as detailed in the report be endorsed; and
- 2) that the Capital Plan be amended accordingly.

Background papers:

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Nil

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