

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**LEISURE and ARTS ADVISORY BOARD**

**15 October 2007**

**Report of the Chief Leisure Officer**

**Part 1- Public**

**Matters for Information**

**1 CAPITAL PLAN PROGRESS REPORT**

**Summary**

**This report advises Members of progress with schemes contained in the Leisure Services section of the Capital Plan.**

**1.1 Introduction**

1.1.1 There are a number of Leisure schemes included in the Council's Capital Plan, and it is important that progress is kept under regular review. An update is attached at **[Annex 1]**.

**1.2 Larkfield Leisure Centre – Health & Fitness Improvements/Lowering of Internal Walkway**

1.2.1 Members will have the opportunity after the Board meeting to visit Larkfield Leisure Centre for a tour of the facility, and to view the capital works.

1.2.2 The works to the Health & Fitness area (Phase 2) have been completed, and the area is now in use by the public. The improvements which include a new reception area, and upgrades to the changing room area have been well received by users and also include works to improve access for people with a disability.

1.2.3 The works to lower the internal walkway (Phase 3) have commenced, with the majority of the works taking place overnight. The works are due to be completed by 7 December 2007, and to date the project remains on timescale.

**1.3 Tonbridge Cemetery Memorial Safety**

1.3.1 Members will be aware that a public 'Open Morning' was held at Tonbridge Cemetery on 1 September 2007 offering information, advice and a demonstration of the inspections that were due to take place. Following this meeting the formal memorial inspections have commenced and are progressing satisfactorily.

## **1.4 Legal Implications**

1.4.1 None.

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

1.5.1 A number of the schemes within the Capital Plan represent significant levels of investment. The Council's Financial Procedure and Contract Procedure Rules are adhered to in all cases, and projects are delivered and monitored in close liaison with the Director of Finance and the Central Services Director.

## **1.6 Risk Assessment**

1.6.1 The delivery of projects within the Capital Plan is identified within relevant operational risk registers. A number of existing controls are in place to help deliver projects in accordance with the design brief, on timescale and within budget. These controls include the preparation of design briefs, use of consultant teams where applicable, compliance with Contract & Financial Procedure Rules, an officer study team approach, and regular reports to Management Team and Members.

Background papers:

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Nil

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Chief Leisure Officer