

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**LEISURE and ARTS ADVISORY BOARD**

**10 June 2014**

**Report of the Director of Street Scene & Leisure**

**Part 1- Public**

**Matters for Information**

**1 CAPITAL PLAN UPDATE 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 reflecting the current List A position is attached at **[Annex 1]**.

**1.2 Tonbridge Memorial Garden**

1.2.1 Following previous updates to the Board regarding the timeframe and Tender process I am pleased to report that the main contractor has been appointed and works are underway on site. The existing paving has been removed from site and all new walls are complete along with the brick paving immediately adjacent to the Memorial Wall. It is anticipated that the works will be complete in mid-July, in advance of the formal opening of the Gardens in late September.

1.2.2 In regard to the formal opening this will take place on the 22 September 2014 and arrangements for the event are being led by Tonbridge Memorial Garden Trust in liaison with the Borough Council. It is proposed that all individuals, organisations and businesses that have supported the refurbishment project be invited to attend alongside appropriate dignitaries. A programme for the event is being drawn up and will be circulated to all Borough Councillors in due course along with a formal invitation.

**1.3 Financial and Value for Money Considerations**

1.3.1 A number of 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 Transformation and the Director of Central Services and Monitoring Officer. Post Implementation Reviews are undertaken on

all completed schemes. A number of the schemes are funded by financial contributions from developers and other external sources.

#### **1.4 Legal Implications**

1.4.1 None.

#### **1.5 Risk Assessment**

1.5.1 The delivery of projects within the Capital Plan is identified in relevant Operational Risk Registers within the Service. 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 and Financial Procedure Rules, an Officer Study Team approach, and regular reports to Management Team and Members.

#### **1.6 Policy Considerations**

1.6.1 Healthy Lifestyles, Asset Management, Young People, Procurement, Community, Crime & Disorder Reduction.

Background papers:

contact: Darren Lanes

Nil

Robert Styles

Director of Street Scene & Leisure