MINUTES OF KEN MARRIOTT LEISURE CENTRE TASK GROUP

7TH APRIL 2011

PRESENT:

Councillors Mistry (Chairman), Mrs Bragg, Dodd, Mrs Parker, Roberts and Warwick.

Ian Davis (Executive Director), Anna Rose (Head of Planning and Culture), Christine Fraser (Corporate Financial Business Analyst), Tim Margerison (Building Corporate Property Manager), Caroline Johnson (Sports and Recreation Manager), Catrina Rimen (Project Assistant), (Debbie Dawson (Scrutiny Officer) and Claire Waleczek (Democratic and Scrutiny Services Officer (Team Leader)).

David Gibson, Lead Consultant, B3 Architects.

39. MINUTES

The minutes of the meeting held on 7th October 2010 were approved and signed by the Chairman.

40. MOTION TO EXCLUDE THE PUBLIC UNDER SECTION 100(A)(4) OF THE LOCAL GOVERNMENT ACT 1972

RESOLVED THAT - under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the ground that they involve the likely disclosure of information defined in paragraph 3 of Schedule 12A of the Act and that in all of the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

41. BRIEFING PAPER

The Task Group considered a briefing paper outlining the present position relating to the development of a replacement for the Ken Marriott Leisure Centre.

The Head of Planning and Culture gave an introduction to the Task Group. A Project Delivery Team (PDT) of officers had been established and had met bi-weekly since October 2010. It was acknowledged by the PDT that the timescale to achieve a new build by March 2013 would involve tight deadlines but was achievable. The planning application for the proposed new leisure centre would need to be submitted by the end of June 2011, with full costings being considered by Cabinet and Council in October 2011. Construction was expected to begin in January 2012.

Tender Process

The Building Corporate Property Manager informed the Task Group of the tender process which had been undertaken for the selection of a lead consultant for the project. Several procurement methods had been considered and it had been decided to use the ‘two stage design and build’.
The following stages were undertaken through the process.

- the JCT suite of contracts was adopted to be used throughout the contract as the consultancy agreement had a public sector element. This would be unamended.
- employer’s requirements – 47 clauses were listed which the relevant market could tender upon.
- the Council’s in-house procurement team was used for the process.
- 102 expressions of interest were received for the contract.
- an evaluation criteria was selected. Companies were able to tender on an architectural basis only or as a complete package including technical issues and cost consultants etc.
- 16 returned tenders were evaluated and 6 shortlisted consultants were invited for interview.
- B3 Architects were appointed as the lead consultant following the process. They would have sole responsibility but were working with a full team of specialists.

**Design process**

Mr David Gibson, lead consultant, B3 Architects outlined the design process for the project. Mr Gibson introduced the consultancy and informed the Task Group that B3 architects specialised in school and education, conservation and sport and leisure developments. He outlined some of the other projects the consultancy was involved in nationally.

The Council had undertaken a significant amount of useful preparatory work, including an options appraisal and risk assessment, to enable all parties to understand the aims and objectives of the project. On the basis of this, Mr Gibson offered the following as an initial set of objectives:

- procurement of good quality facilities appropriate to Rugby
- full accessibility for all users
- adaptable facilities to maintain and encourage sustainable use for the next 25-40 years and to accommodate current and future leisure, recreational and sporting activities
- attractive facilities for all users
- fully compliant with Health and Safety standards
- durable and robust design and specification
- planned for ease of use for operation, management and maintenance
- affordable in terms of both capital and operational costs
- offers value for money.

The schedule of accommodation for the project would be determined at an early stage to give an anticipated realistic budget. A cost plan would then be developed to check and monitor the financial implications of decisions made during the project.

**Enabling works**

The Building Corporate Property Manager informed the Task Group about enabling works which would be required prior to works commencing on site.
These included:

• car parking – alternative arrangements for existing car park throughout construction works and parking for on site labour (300 people)

• surveys of power supplies, drainage etc, including to ensure facilities are available for commissioning the new centre while operating the old leisure centre up to that point.

Consultation had already started with interested parties. It was acknowledged that there would be temporary periods of disruption which were unavoidable.

The Task Group considered that it was essential that the new leisure centre looked and felt significantly different to the current Ken Marriott Leisure Centre. It was important that local people understood that retaining the existing centre had not been a viable option, and that they were able to see that the new centre was a real improvement.

The Task Group queried whether renewable energy would be used as part of the building. Mr Gibson informed the Group that a commercially effective scheme could be produced incorporating this element into the building and facilities.

42. NEXT STEPS

It was agreed that the next meeting of the Task Group be held at 5.30pm on Wednesday 11th May 2011. A further meeting would be arranged to be held in June 2011.

CHAIRMAN