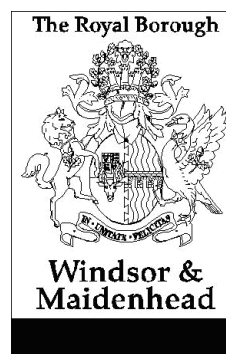


Report for: INFORMATION



Contains Confidential or Exempt Information	No
Title	Budget Decision: Windsor Leisure Centre Changing Room Refurbishment 2016/17
Responsible Officer(s)	Russell O'Keefe – Strategic Director of Corporate & Community Services
Contact officer, job title and phone number	Kevin Mist, Head of Community & Economic Development Services - 01628 796443 Rob Stubbs, Head of Finance – 01628 796341
Member reporting	Cllr. Samantha Rayner
For Consideration By	Council
Date to be Considered	27 September 2016
Implementation Date if Not Called In	Immediately
Affected Wards	All

Report Summary

1. This report deals with the request to add to the 2016/17 Capital Programme £300k (£11k funded from s106) to finance a refurbishment project on the poolside changing rooms at Windsor Leisure Centre (WLC). This proposal is being handled outside of the Council's annual budget approval process as the opportunity to undertake this work in conjunction with an unplanned close down of the swimming pool at WLC has only recently been programmed.
2. The plans include creation of a buggy park and shoe removal area at the entrance to the changing village this will improve operational hygiene. It also includes the installation of 7 additional family size changing rooms and 30 additional large size lockers.
3. The Council owns the freehold of the Boroughs leisure centres and has a responsibility within the contract arrangements with Parkwood Leisure to maintain the buildings and capital equipment therein.
4. The unplanned close down of the pool is funded through the annual capital programme and is due to the need to undertake an underground repair in relation to a major leak in the supply side of the pool water system.
5. The changing rooms are 10 years old and were due to be refurbished in 2017/18, undertaking the work concurrently with the repair will result in greatly reduced disruption to residents and a reduced loss of income.

If recommendations are adopted, how will residents benefit?	
Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Council owned leisure centres will continue to offer the most up to date equipment and environment for residents	January 2017

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Council:

- i. **Agree the inclusion of £300k in the 2016-17 Capital Programme to fund the Windsor Leisure Centre changing rooms refurbishment programme over Christmas 2016.**

2. REASON FOR RECOMMENDATION AND OPTIONS CONSIDERED

- 2.1 The council externalised the management of its leisure centres to Parkwood Leisure in January 2015. The concession contract will generate an average annual rent of £2.85m in the first 5 years and £2.98m there after.
- 2.2 The Council remains the owner of the leisure centre buildings and fixed assets and is required in the contract to provide the tenant with fully operational centres with all required certifications and to maintain the buildings in a fit and proper manner to enable the tenants business to be delivered to residents.
- 2.3 The pool changing rooms at WLC are incredibly well used, the lockers, cubicles, floor and wall tiles will be replaced as part of this scheme.
- 2.4 Additionally 7 new family changing cubicles and 30 large lockers will be provided. These offer families the opportunity to change together. The proposal also delivers a new hair drying area, buggy parking area and shoe removal area to improve standards of hygiene and cleanliness in the changing village.
- 2.5 The refurbishment will provide a more convenient and hygienic changing village for residents to use when visiting the centre.
- 2.6 The work will necessitate a close down of the Leisure Pool from December 5th to Friday 6th January. This coincides with a programmed closedown due to repairs to a leaking swimming pool pipe.

Option	Comments
To increase the 2016/17 capital programme by £300k for WLC changing room refurbishment.	This will facilitate an investment programme in the leisure centres to fulfil the council's contractual obligations under the management contract and improve the changing experience for residents visiting the centre.
Not to increase the capital programme.	Additional disruption to service would result as the changing rooms and pool would need to close on a further occasion when the changing rooms are eventually refurbished. The pool will close for 4 weeks at Xmas 2016 for repairs to a water leak

3. Key Implications

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
WLC Pool changing rooms will be fully refurbished and increase number of family cubicles and large lockers provided by 6 January 2017	Not completed by 13 January 2017	Completed by 6 January 2017	Completed by 1 January 2017	Completed by 27 December 2016	6 January 2017

4. Financial Details

- 4.1 The Council has historically funded investments in capital and fixed equipment in the leisure centres from its capital funds and has collected s106 funds to increase capacity in the centres required in response to development. This project requires £289k of RBWM capital and £11k s106 to refurbish and increase facilities in the WLC pool changing village.

5. Legal Implications

- 5.1 The council is contractually obliged under the arrangement with Parkwood Leisure to provide and maintain leisure centres that are fit for purpose and conform to all legal regulations. The pool changing rooms are very intensively used and their refurbishment is highlighted in the dilapidations schedule in the Parkwood contract.

6. Value For Money

- 6.1 The council will continue to receive rent from Parkwood from the Leisure contract which will increase in contract year 3 by £301k and contract year 4 by £88k. The reduced period of closure for work to include the refurbishment of the poolside changing area will result in increased value for money for residents, and less disruption.

7. Sustainability Impact Appraisal

- 7.1 None arising from this decision.

8. Risk Management

Risks	Uncontrolled Risk	Controls	Controlled Risk
Work not undertaken December 2016	Work to repair pipework causes additional disruption to the changing area resulting in additional costs for remedial work until full refurbishment is completed	Project management will be co-ordinated on site by Project Manager. Areas of work are distinct so disruption will be minimised.	
Work not undertaken December 2016	Loss of income through second period of closure	Undertaking the work in parallel with pool closure reduces loss of income and disruption to public.	

9. Links to Strategic Objectives

The budget decision to approve £300k capital funding request for Windsor Leisure Centre changing room refurbishment will put the residents first in providing an improved environment on visiting the centre, the changing rooms are a major contribution to the impression the centre has on its visitors and bringing forward this work to combine other needed work will reduce the time of closure and therefore give value for money.

10. Equalities, Human Rights and Community Cohesion

The centre contributes to community cohesion and provides services to all sectors of the community. This decision will not adversely affect any individual or groups equalities, human rights or community cohesion.

11. Staffing/Workforce and Accommodation implications:

This decision will not have any impact of the staffing/workforce at the centre.

12. Property and Assets

The Leisure Centres will be maintained and equipped to a higher standard adding value to this council owned facility.

13. Any other implications:

None.

14. Consultation

Parkwood Leisure as the tenant and contractor have been consulted on the opportunity to combine the works to be undertaken at Windsor Leisure Centre and

agree to work with the Council on this if the decision is approved. The Lead Member for Culture and Community has been consulted regarding the proposal.

15. Timetable for Implementation

The work will be carried out as part of the leisure centre investment programme which is an on going programme and will be completed by March 2017.

16. Appendices

None.

17. Background Information

18. Consultation (Mandatory)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Samantha Rayner	Lead Member for Culture & Communities			
Russell O'Keefe	Strategic Director Corporate and Community Services			
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health			
Simon Fletcher	Strategic Director Operations and Customer Services			
Rob Stubbs	Head of Finance			

Report History

Decision type:	Urgency item?
Key decision	Yes

Full name of report author	Job title	Full contact no:
Kevin Mist	Head of Community & Economic Development Services	01628 796443