

# COMMUNITIES OVERVIEW & SCRUTINY PANEL

TUESDAY, 9TH JUNE, 2020

At 6.15 pm

in the

VIRTUAL MEETING - ONLINE ACCESS

## **SUPPLEMENTARY AGENDA**

### **PART I**

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
6.	<u>NORDEN FARM ANNUAL REPORT</u>  To receive a report on the Annual Report for Norden Farm.	3 - 4
7.	<u>BRAYWICK LEISURE CENTRE - PROGRESS UPDATE</u>  To receive an update and summary of progress of Braywick Leisure Centre.	5 - 8

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<b>Subject:</b>	The Norden Farm Centre Trust Limited (NFCT)
<b>Reason for briefing note:</b>	Update and summary of progress to the Communities Overview and Scrutiny Panel since the previous report to Panel.
<b>Responsible officer(s):</b>	Suzie Parr
<b>Senior leader sponsor:</b>	Chris Joyce
<b>Date:</b>	9 <sup>th</sup> June 2020

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## SUMMARY

Jane Corry, Chief Executive and Artistic Director to present an update to the panel on NFCT. To cover the following:

1. Financial Performance – monthly management accounts are sent to RBWM and will be summarised in the presentation
2. Community Engagement Report – contained under education section in the monthly Director's report which are sent to RBWM and will be summarised in the presentation
3. Box Office Report – visitor attendance numbers in comparison to the previous
4. Annual report and accounts
5. Performance against business plan – end of year management accounts showing actuals vs forecast previously provided
6. Plan for the coming year (here we will look at the operation of the charity in relation to the current health emergency)

## 1 BACKGROUND

- 1.1 Norden Farm Centre for the Arts Ltd have been running the arts provision in Maidenhead since 2000.
- 1.2 NFCT celebrates its 20<sup>th</sup> Birthday this year and has continued to operate a varied programme during lockdown.
- 1.3 The centre aims to... 'offer a wide range of high-quality artistic events and participatory and educational activities that are accessible to all.'
- 1.4 NFCT commissioned a feasibility study on the development of the site to increase corporate hire possibilities.
- 1.5 Changed Funding from RBWM in recent years. (2018-2019 it was £100,000, 2019-2020 their funding increased to £158,000 and in 2020-2021 their funding from RBWM has decreased by £17,000 so £141,000.)
- 1.6 2018-2019 was scheduled after NFCT AGM in November 2019. Due to RBWM re-scheduling and COVID-19 it is being reported now

## 2 DETAILS

- 2.1 Norden Farm Centre for the Arts is a theatre venue in Maidenhead with live events, gallery and café bar.
- 2.2 NFCT creates a diverse programme for residents and visitors
- 2.3 NFCT continues to increase its outreach programme of educational activities and working with vulnerable community groups
- 2.4 Achievement and performance from 2018-2019 Report, measured by attendance to events and in relation to the previous year 2017-2018

total attendance	:	194,602	+2%
total audiences	:	61,889	+6%
film screenings	:	19,996	+5%
participation in educational events	:	39,944	+18%
visits to the café bar	:	51,904	-2%
visits to the gallery	:	28,588	+14%
hires and events	:	12,542	+2%

### 2.5 Highlights from 2018-2019 Report:

- Produced a brand-new successful children's show, The Fir Tree which played to 8,500 people.
- Celebrated the 10th Anniversary (town centre) Lantern Parade.
- Won 'Best Theatre in Berkshire' (Little Ankle Biters).
- Youth Theatre participation in the National Theatre Connections project.
- Supported the production of 'Canary', a show about factory women in the war.
- Hosted the East England Finals as part of the Maidenhead Drama Festival.
- Launched new gardening club – a volunteer's group to help take care of the grounds.
- Installed new upgraded seating in the Courtyard Theatre

## 3 RISKS

- 3.1 NFCT is reliant on grant funding from the council.
- 3.2 The Centre is near maximum capacity for generating income (from 2019 report)
- 3.3 2018-19 Report states concerns in increased overhead costs, repair costs to essential equipment and facilities and seasonal fluctuation in income. Highlighting the need to take investment opportunities to make the centre sustainable.
- 3.4 COVID-19 impact on the centre's closure and operation

## 4 NEXT STEPS

- 4.1 Recommend that NFCT present again this year after their AGM in November as a special meeting on 2019-2020 Report

<b>Subject:</b>	Braywick Leisure Centre construction - progress update
<b>Reason for briefing note:</b>	Update and summary of progress to the Communities Overview and Scrutiny Panel since the previous report to Panel.
<b>Responsible officer(s):</b>	David Scott and Kevin Mist
<b>Senior leader sponsor:</b>	Russell O'Keefe – Executive Director Place
<b>Date:</b>	09 June 2020

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## SUMMARY

This agenda item provides the next in the series of the regular progress updates to the Communities Overview and Scrutiny Panel, in connection with the construction of the Braywick Leisure Centre scheme.

The item will be supported at the Panel meeting with a series of very recent images from site to show the current building status.

The overview progress can be summarised as:

The planned completion date for the main contract build currently is end August / early September, delayed since the last O&S by the effects of COVID19. Anticipated current hand over date is the 14th September, with training of staff and trial operational runs to follow.

The pool was due to be filled on 15<sup>th</sup> June, however the installation of the pool lift which comes from the Netherlands has been delayed due to COVID19. This is now due mid-June and the pool will now be filled at the end of the month.

Sectional handover of specific spaces to allow RBWM and the Leisure Operator to fit them out are planned as follows:

Combined Heat and Power unit: is now installed and currently going through commissioning; Café / Kitchen fit out: Airdale, RBWM contractor are on-site undertaking the installation; Multi Use Games Area and external courts: Hunts, RBWM contractor, are on site and have completed the perimeter fencing and sub-base and at the time of the report were just preparing to lay the permeable surface to the courts; Gym equipment install: the site will be ready to receive the gym equipment by the end of June.

Progress on site remains in line with the updated and revised programme that has been accepted by the delivery team.

Covid19 has had an inevitable effect on progress. The site was closed by Wates for 3 days to arrange safe working practises, delays on deliveries of tiles, squash court glass back walls, adhesive for tiles, water proof boarding etc., but these have in the majority of cases now been overcome, there has been fewer people on site to maintain the 2m social distancing and safe working practices have been amended to accommodate the 2m safe distancing and additional cleaning is being undertaken. Despite the setback of COVID19 Wates are making very good progress. Wates and their staff should be congratulated with the way they have handled the COVID19 situation and have minimised the potential delays as far as they have been able to control.

The installation of the Health Suite and Spa has been delayed by Wates, sub-contractor, Dale Sauna suspending works and furloughing staff. Now that the UK Government restrictions are being eased Dale Sauna are recommencing their install, however this has meant that Wates are having to delay the commissioning of the Wetside ventilation systems.

There are a number of factors which are affecting the cost of the project, not least COVID19 however the Cost Management team continue to work with Wates to mitigate additional costs where ever possible.

Operational staff have begun regular familiarisation sessions especially the technicians – it is very useful to see pipe and duct runs before the ceilings are closed.

The external facades of the building are all complete and are stunning – see photographs from site taken on 2<sup>nd</sup> June.

The time lapse images of the site are available to view via the following link:  
[www.lobstervision.tv/BraywickLeisureCentre](http://www.lobstervision.tv/BraywickLeisureCentre)





## **2 BACKGROUND**

- 2.1 Works have been ongoing since May 2018 which began under an enabling contract, this contract was then subsumed by the agreed main contract in May 2019.

## **3 DETAILS**

Significant progress has been made since the last progress update to the Panel.

In the period the key progress can be summarised as:

- 3.1 Many of the permanent lights within the building are now on and rooms are being cleaned in advance of commissioning the ventilation systems.
- 3.2 The Granwood flooring has been installed in the main sports hall and cultural space and the floor is currently being sanded, prior to the application of court markings and sealing.
- 3.3 Tiles have now arrived on site for the pool spectator gallery and this area is now able to progress. This is one of the last dust creating operations taking place in the pool hall and once this work is complete this will enable the pool hall ventilation system to be turned on and commissioned to enable the pools to be filled and then brought to temperature.
- 3.4 The fire tender access path around the building has now been surfaced and the rainwater gardens in front of the facility are being top soiled.
- 3.5 The two studios are ready to receive the sprung timber flooring
- 3.6 The fitness suite is ready to receive the carpet and vinyl floor finishes
- 3.7 The spin studio is ready to receive it's vinyl floor finishes.

## **4 RISKS**

- 4.1 The full impact of COVID19 effecting the delivery of materials and components from outside the UK and the productivity of the workforce due to the 2m social distancing laws is still yet to be determined.
- 4.2 Furniture, Fittings and Equipment and Direct Client contracts, to ensure these dovetail in the building programme.
- 4.3 Disposal of excess site material currently stock piled within the eastern section of the Braywick Park, behind the construction site. Disposal plans have not yet been agreed and finalised. Quotation for disposal is expected in the next few weeks.

## **5 NEXT STEPS**

- 5.1 Continued progression towards completion and handover of the main contract works.
- 5.2 Procurement and completion of direct works arranged by RBWM.
- 5.3 Actions to mitigate identified risks.
- 5.4 Staff training and familiarisation.