



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

THURSDAY 24TH MAY 2018 AT 6.00 P.M.

PARKSIDE SUITE - PARKSIDE

MEMBERS: Councillors L. C. R. Mallett, S. A. Webb, C. Allen-Jones, C. J. Bloore, S. R. Colella, M. Glass, C.A. Hotham, R. J. Laight, P.L. Thomas and M. Thompson

AGENDA

1. Election of Chairman
2. Election of Vice Chairman
3. Apologies for Absence and Named Substitutes
4. Declarations of Interest and Whipping Arrangements

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.
5. To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 23 April 2018 (Pages 1 - 8)
6. AQMA Revocation at Hagley (including costs for additional monitoring and the data requested at Council) (Pages 9 - 16)
7. Sports Hall Options Appraisal - pre scrutiny (Pages 17 - 64)
8. Transport Report - additional information (Pages 65 - 70)

The attached report has been provided for Members' information and will form part of the wider evidence base for the Transport Report which is currently being prepared.

9. Finance and Budget Working Group - Update (Pages 71 - 74)
10. Measures Dashboard Working Group - Update (Pages 75 - 80)
11. Task Group Updates
 - (i) Topic Proposal (Pages 81 - 84)
 - (ii) Road Safety Around Schools Task and Finish Group Membership (Pages 85 - 86)
12. Worcestershire Health Overview and Scrutiny Committee - Update
13. Cabinet Work Programme (Pages 87 - 98)
14. Overview and Scrutiny Board Work Programme (Pages 99 - 104)
15. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting.

K. DICKS
Chief Executive

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

16th May 2018

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

23RD APRIL 2018, AT 6.00 P.M.

PRESENT: Councillors S. A. Webb (Vice-Chairman), C. Allen-Jones, C. J. Bloore, S. R. Colella, M. Glass, C.A. Hotham, P.L. Thomas and M. Thompson

Observers: Councillor K. May

Officers: Ms. J. Pickering, Ms. R. Russell (Worcestershire County Council) Ms. A. Scarce, Ms. S. Wilkins (Worcestershire County Council), Ms. J. Willis and Ms. L. Morris

113/17 **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

Apologies were received from Councillors L.C.R Mallet (Chairman) and Councillor C. J Spencer. In the absence of the Chairman, Councillor S.A Webb (Vice Chairman), chaired the meeting.

113/17 **APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES**

Apologies were received from Councillors L.C.R Mallet (Chairman) and Councillor C. J Spencer. In the absence of the Chairman, Councillor S.A Webb (Vice Chairman), chaired the meeting.

114/17 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no Declarations of Interest.

115/17 **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 11TH APRIL 2018 (TO FOLLOW)**

RESOLVED

That the minutes of the previous meeting of the Overview and Scrutiny Board held on the 11 April 2018 be approved as an accurate record.

116/17 **DISTRICTS AND COUNTY SAFEGUARDING AND EARLY HELP - PRESENTATION**

Tina Russell, Assistant Director Social Work Safeguarding Services, Worcestershire County Council and Sarah Wilkins, Assistant Director for Early Help and Commissioning, Worcestershire County Council provided a presentation.

In the course of the presentation, the Assistant Director Social Work Safeguarding Services highlighted the following;

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- In October/November 2016 an Ofsted inspection had identified significant widespread failings. This was of concern to everyone.
- The Ofsted report was generally felt not unfair. There was evidence within some case files that a poor level of service had been in existence for some time.
- As the County Council's Children's Services were rated inadequate again, the Department for Education had had concerns about the ability of the Council to sustain good quality services.
- Progress monitoring visits by Ofsted were now undertaken on a three monthly basis. A Department for Education Commissioner had been appointed to monitor progress.
- There were moves towards an Alternative Delivery Model, where by the Council would remain responsible for children's services, but the services would be run by a separate entity.
- In May 2017 it had been suggested that the Council focus on one particular area of improvement and make sure that this was being done well. It was difficult however to choose which service to prioritise as all children needed quality services. Areas had been prioritised but there was continued focus on the wider Improvement Plan.
- In January 2018 inspectors had considered the 'family front door', care proceedings and quality assurance. Feedback was that there was continued progress.
- The latest monitoring visit took place in April 2018. The report was not yet available but the Council was continuing along the right trajectory and there was a whole service approach to improvement.
- The Council had demonstrated in the past that it could make improvements but needed to show that they were sustainable.
- Council Leaders could clearly articulate the improvements that had to be made and there had been significant financial investment.
- Safeguarding was not just a social work issue, everyone needed to be involved. This was understood at a strategic level but partnership working was more challenging at an operational level.
- The consistent application of thresholds was challenging for local authorities. It was difficult to get this right but it had improved. Although there was still some inconsistency this had not had an adverse impact, if social workers needed to be involved they were.
- The 'Signs of Safety' Model was a simplistic but effective way of working with families. It promoted and strengthened families.
- Staffing and workforce issues continued to be a priority. Recruiting good, experienced staff was challenging. There were opportunities for social workers to report back but this had not always been recorded adequately in case files.
- Some caseloads per staff member remained higher than what was desired. Social work teams had however reduced in size so Team Managers oversaw a smaller number of cases.
- Supervision was process and task focussed but this had not been evidenced effectively enough.
- There was fit for purpose data available at every level.
- There was support appointed for less experienced social workers.

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- There were good training opportunities for social workers and more permanent staff in the workforce.
- Social workers were growing in confidence and becoming more creative. There was an improved level of curiosity. Social workers were asking why issues had arisen, identifying risk and acting on this information.
- Social workers valued supervision.
- The formal letter from the latest monitoring visit had not yet been received but it was anticipated that the findings would reflect those of the previous visit.
- There was an eight point plan to improve the lives of children and young people (see slide 9 of the presentation).
- A number of work streams had been developed. It was important to understand the whole experience of the child and how intervention had made a difference.
- There was work with partners on a range of specialist areas, but more work was needed with partners on other areas.
- It was important to get involved at the right level but not unnecessarily. The ambition was not to reduce the numbers of children in care, but support a child at home if it was safe to do so.
- The Council had Corporate Parenting responsibilities for the children in its care. It was important to ensure that there were enough local placements for looked after children and local support available so that young people could stay in Worcestershire if they wanted to when they left care.

The Assistant Director for Early Help and Commissioning explained that;

- Early help had an impact on children's lives in Worcestershire but the offer to families and professionals, and the pathways to access help, had not been clear.
- An Early Help Strategy had been drafted and shared. This clarified and simplified how support could be accessed to avoid interventions later on. The Council was working with partners and commissioned services.
- There was continued work with Bromsgrove District Council and Redditch Borough Council around the provision of parenting support and community capacity building.
- It was important to build good partnerships so that when social work interventions came to an end, the case could transfer back to Early Help services in a seamless way. There also needed to be good step up process if issues escalated.
- It was important to work closely with District Councils, schools and community services in Worcestershire. There was a good offer of early help in the county but this had not been well co-ordinated.
- A number of strategies, including the Early Help Strategy, fed into the Children's and Young People Plan which was owned by all agencies working with children, young people and families in Worcestershire.
- Opportunities to work with District and Borough Councils were being explored as they provided a rich resource of early help.

The Assistant Director Social Work Safeguarding Services confirmed that she had met with all of the District and Borough Council Safeguarding Leads as there was a desire to rebuild links. More partnership events were planned from May to July 2018.

Members' referred to the complexity of the services being delivered and the commitment to make improvements. The rationale behind the introduction of an Alternative Delivery model was queried.

The Assistant Director Social Work Safeguarding Services elaborated that the Council did not have a choice regarding this matter, as this was the direction set by the Secretary of State. The thinking behind this approach was that if Children's Services were delivered separately to the rest of the Council's business this could offer the service a level of protection as it could be prioritised. This would give the longevity to improvements which had not been seen before. The Department for Education were concerned that once they stepped back, services would decline again. It was anticipated that the required improvements could not be made within the Council however the Council was evidencing that improvements were being made.

Members' queried if other Councils had taken this approach and the Assistant Director Social Work Safeguarding Services responded that around six other Councils were going through a similar process. One had been inspected and was delivering a good service but there was not the evidence necessarily that this was as a result of taking the service out of the Council.

Members' queried how the resilience of social workers could be built in a new outside body, if the money set aside for children's services was secure and for how long, and how a positive culture could be built when there was a lack of consistency in senior leadership?

The Assistant Director Social Work Safeguarding Services explained that the culture had turned around significantly in a short time. Additional funding had resulted in more staff and the opportunity to provide useful tools for staff, enabling them to, for example, pick up their emails outside the office. The Chief Executive was committed to this work. The workforce had been a priority in the improvement plan from the beginning. Changing the culture was also a priority but this was not a task and finish type of exercise. The way in which staff were spoken to was part of this process. It was important for Directors to set expectations for staff and value staff. The intention was now for responsible management. There had been successful team and group manager recruitment and it now felt like a different place to work. Staff were surveyed every quarter and the results were improving each time. For example, initially only around thirty five percent of social workers knew who the Principle Social Worker was but this had increased to ninety eight percent of staff. The Principal Social Worker met with frontline staff and passed back any challenges to management. The Chief Executive had committed to a five year plan of investment in Children's Services.

Members' queried the governance for the Alternative Delivery Model and the Assistant Director Social Work Safeguarding Services explained that it would be a company of the Council. It was anticipated that there would be a Chairperson, Board of Directors and Board of Non Executives who would hold the Board to account. The Board would be made up of people from different backgrounds but not solely of Councillors. The Secretary of State would oversee the appointments with the Commissioner reporting back to the Department for Education.

Councillor K.J May, Cabinet Member for Transformation and Commissioning, Worcestershire County Council and Deputy Leader and Portfolio Holder for Economic Development, The Town Centre and Strategic Partnerships, Bromsgrove District Council commented that the appointment had to be made with the agreement of the Department for Education and the appropriate procedures would be followed.

In response to Members' queries the Assistant Director Social Work Safeguarding Services confirmed that although the new company could say what budget it required, it would need the County Council's agreement.

Members' discussed the recruitment process for social workers and the Assistant Director Social Work Safeguarding Services gave reassurances that there had been positive progress in terms of recruitment but acknowledged that there was still too many agency staff. Social workers needed to earn competitive pay but also wanted to have safe, experienced management and the opportunity to make a difference. A good training package was also important. Anecdotally the profile of working at Worcestershire County Council had changed with social workers wanting to work there. Nationally however there was a lack of experienced qualified social workers. Recently the Council had attracted an additional fourteen newly qualified social worker applicants.

Members' also discussed sickness levels for social workers and the Assistant Director Social Work Safeguarding Services explained that there was work with Human Resources to gather this data but it was not a major issue. There had been an improvement in the ratio of permanent staff to agency staff. Where children experienced regular changes in social workers, this reflected the strains in the profession.

Councillor K.J. May provided data in respect of sickness absence at County Council.

Members' discussed a number of other areas;

- The sickness policy at the County Council.
- The County Council's comparative expenditure on roads and infrastructure.
- The importance of consistent leadership at the County Council.

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- The findings of the Chartered Institute of Public Finance and Accountancy's (CIPFA) report into Worcestershire County Council's Financial Resilience.
- Funding pressures in adult social care.
- The County Council's Medium Term Financial Strategy.
- How the money required for the Alternative Delivery Model would be guaranteed?
- The transparency regarding the matter.

Councillor K.J. May reiterated that the Alternative Delivery Model was the decision of the Department for Education and that the County Council had no choice in the matter.

The Assistant Director Social Work Safeguarding Services clarified that the Ofsted report was not available until it was made public.

Members' thanked Officers for the work carried out to date.

The Head of Community Services, Bromsgrove District Council explained that;

- Safeguarding training had been rolled out to staff and Members. All were aware that they were the eyes and ears to the public.
- A report to Cabinet on the Children and Young People's Plan had highlighted a range of services and activities to improve the lives of people available in the District.
- The District Council had an important role to play in working with the voluntary sector and had supported the sector to access the relevant training.

The Assistant Director for Early Help and Commissioning confirmed that she had visited both Bromsgrove District Council and Redditch Borough Council. District/Borough Councils were key in taking improvements forward and evolving locality partnerships to develop creative and localised services. She was looking forward to working with the Head of Community Services going forward.

RESOLVED: That the progress in relation to the Children's Services Ofsted be noted.

117/17

OVERVIEW AND SCRUTINY DRAFT ANNUAL REPORT 2017/18

RESOLVED: That the Overview and Scrutiny Annual Report be approved for submission to Council subject to the acronym on page 5 of the report being amended from F&BWG to read FBWG.

118/17

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Senior Democratic Services Officer confirmed that at the last meeting Members had reflected on what the Working Group had done before and

what could be done better. The Work Programme going forward had also been considered.

119/17

MEASURES DASHBOARD WORKING GROUP - UPDATE

Councillor S. Webb, Chairman of the Working Group confirmed that the Group had met the previous week and discussed with the Chief Executive the vision for the Measures Dashboard going forward. A number of suggestions had been made for consideration, including reviewing the terms of reference and inviting the Heads of Service and Portfolio Holders to the meetings. The Work Programme was being revised as a result.

120/17

TASK GROUP UPDATES

CCTV Short Sharp Review

The Senior Democratic Services Officer explained that the work had been delayed due to external factors. The Group was likely to report back to the Board in July.

Parking Around Schools Task and Finish Group

Councillor C. Bloore (Chairman of the Group), confirmed that first and middle schools in the District had been written to regarding the issue. There had been a good public response to the Press Release regarding the matter. An Officer from the County Council would be attending the next meeting of the Group to discuss possible parking restriction measures outside schools.

Hospital Carparking Task and Finish Group

Councillor C. Bloore (Chairman of the Group), confirmed that a representative of Worcestershire Acute Hospitals NHS Trust had sent through some details and had offered to attend the next meeting of the Group which would be arranged shortly.

Task and Finish Group Proposal

Councillor C. Bloore explained that he had sent a Task and Finish Group proposal regarding the Sports Hall to Councillor Baxter for consideration.

121/17

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

The Worcestershire Health Overview and Scrutiny Committee had not met since the previous Board meeting so there were no further updates.

122/17

CABINET WORK PROGRAMME

There were no items suggested for the Work Programme.

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RESOLVED: that the Cabinet Work Programme be noted.

123/17

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

There were no comments or suggestions for additional items to be added.

RESOLVED: that the Overview and Scrutiny Board's Work Programme be noted.

The meeting closed at 19:20

Chairman

Addendum Report

9th May 2018

REPORT TITLE: Additional Information requested by Overview & Scrutiny Committee and Full Council concerning potential revocation of the Kidderminster Road, Hagley AQMA

Relevant Portfolio Holder	Cllr Peter Whittaker
Portfolio Holder Consulted	Yes
Relevant Head of Service	Simon Wilkes
Ward(s) Affected	Hagley East
Ward Councillor(s) Consulted	Cllr. Colella, Cllr. Jenkins

Overview & Scrutiny, Full Council and Leaders Group meetings asked for additional information to be provided. Please find attached additional information provided as requested.

The attached table (Appendix 1) shows the monthly results for 2017 for all Bromsgrove District monitoring locations. You will note the generally low levels across all locations in 2017.

1. Particulate Matter

In urban locations away from point (industrial) sources of particulate matter, Defra guidance suggests a correlation between NO₂ levels and that of PM_{2.5} and PM₁₀. There are no significant alternative sources of PM matter identified in the Bromsgrove AQMA areas either Industrial or otherwise.

WRS have had communication with the Director of Public Health (DoPH) on whether a specific objective or actions need to be taken with regard to PM_{2.5}. To date no evidence has been provided by health colleagues or suggestions raised that there is a concern with PM_{2.5} in the county. Defra's background maps of predicted PM_{2.5} concentrations based on monitoring across the country, indicates that concentrations are well below the annual average EU limit value for PM_{2.5} (which is 25ug/m³).

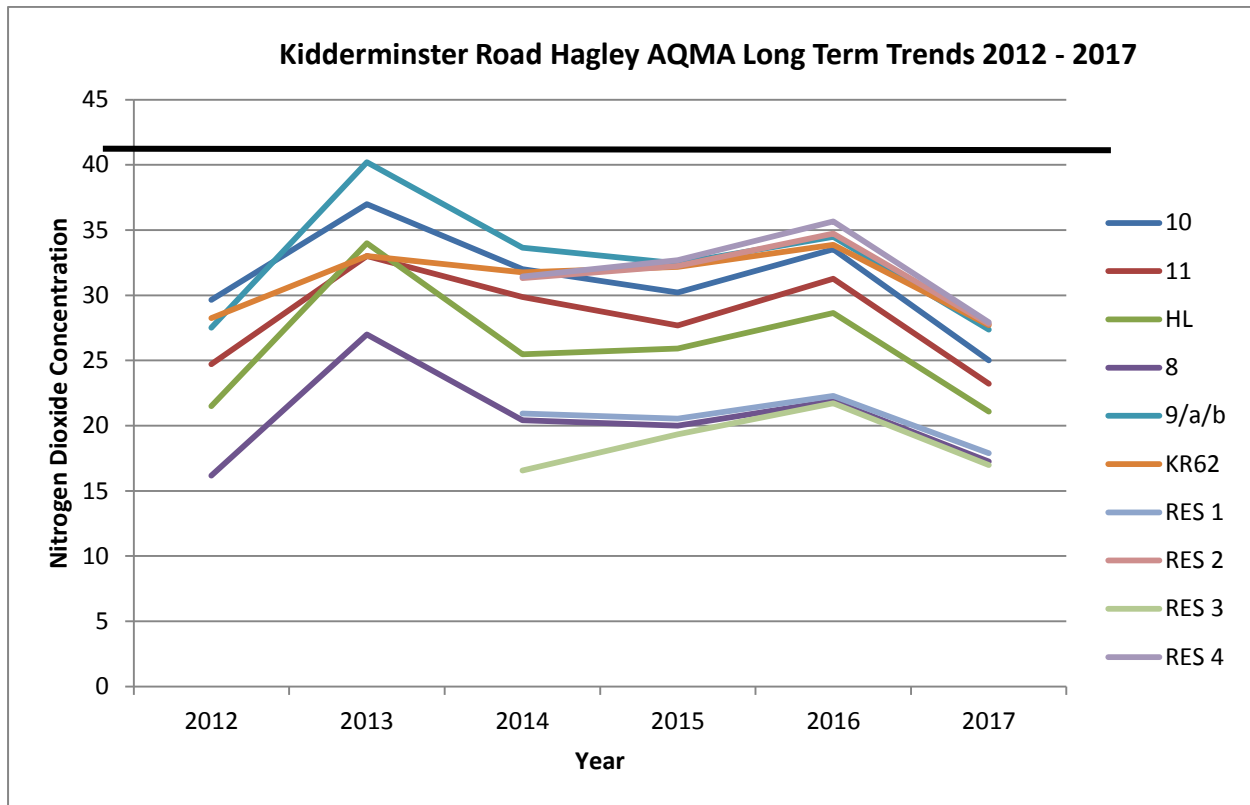
2. Continuous Analyser costs

Defra guidance is explicit about the standard of equipment that is used formally during the Local Air Quality Management Regime. Whilst there are numerous portable monitors on the market, they are not compliant with Defra guidance and can not be used to undertake the monitoring used for reporting by Local Authorities on air quality.

The costings (Appendix 2) relate to a continuous analyser that would monitor both NO₂ and PM₁₀. The analyser can realistically take between six and twelve months to get installed and will need to be in place for a minimum of six months including at least one winter and one summer month but ideally be in place for a year. Decommissioning similarly takes around six months to complete.

3. Monitoring results for 2017

The following graph shows the long-term trend of annual averages (bias adjusted) results for nitrogen dioxide monitoring in and around the Kidderminster Road, Hagley AQMA.



KEY

10 – 77a Park Road, Hagley
 11 – 74 Worcester Lane, Hagley
 HL – 20 Birmingham Road sign
 8 – 9 Market Way, Hagley
 9/a/b – 78 Kidderminster Road, Hagley

KR62 – 62 Kidderminster Road
 RES1 – 26 Stourbridge Road, Hagley
 RES2 – 21 Birmingham Road, Hagley
 RES3 – 104 Kidderminster Road South, Hagley
 RES4 – 23 Worcester Road, Hagley

AUTHOR OF REPORT

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Appendix 1 – Monthly results for Bromsgrove District

Tube ref	Location	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Bias Adjusted Result
FL1	2C Fox Lane behind Greyhound Pub (second house past pub)	34.37	23.54	23.38	18.73	20.58	14.20	15.64	16.39	25.06	24.75	36.06		17.69
FL2	Lampost next to new houses close to road on Fox Lane near to Rock Hill junction	47.66	41.02	47.39	39.12	34.89	38.24	25.69	36.81	40.15	40.75		44.15	30.51
RH1	8 Rock Hill, Bromsgrove	46.85	40.25	37.53	32.71	31.26	29.74	26.77	30.06	29.95	38.90	41.43	42.02	27.43
WR4	188 Worcester Road, Bromsgrove	43.65	36.66	37.23	34.89	29.52	26.25	25.61	27.66	35.62	35.11	45.15	42.19	26.92
WR2	Downpipe of 159 Worcester Road, B61 7HN		46.07	43.31	31.73	36.58	33.50	27.50	30.61	34.07	43.85	45.27	45.41	29.25
WR3	Downpipe of 138 Worcester Road, B61 7AS	39.83	36.39	35.72	35.43	27.06	30.67	26.81	28.59	34.13	42.44	66.22	42.59	28.61
BC	Downpipe on Ye Olde Black Cross, 70 Worcester Road, B61 7AG	36.25	58.30	55.61	55.16		44.69	41.91		50.95	57.88	53.53	61.01	39.68
BCX	Downpipe of 16 Hanover Place, Worcester Road, B61 7AG	62.83	57.21	55.67	16.56	45.00	40.61	33.30	38.67	44.51	47.16	42.91	53.87	34.54
WR	Downpipe of 10 Hanover Street, B61 7JH	52.74	50.01	46.06	37.19	36.92	37.45	31.44	35.88	37.88	44.86	44.56	49.33	32.21
WRa	Downpipe of 10 Hanover Street, B61 7JH	51.30	50.61	45.33	39.55	39.63	36.00	31.56	35.80	38.84	44.70	47.45	48.52	
WRb	Downpipe of 10 Hanover Street, B61 7JH	47.91	46.80	43.27	40.27	39.82	36.79	30.28	33.24	38.90	41.32	46.16	47.37	
BG1	Wall of Davenal House Doctors Surgery, top of The Strand, B61 8AB	47.16	40.91	39.52	32.47	33.49	27.70	24.61	29.29	31.38	36.76	38.84	43.40	27.30

BR	Downpipe on 35 Birmingham Road, B61 0DR	39.89	34.21	34.26	31.26	25.41	20.92	20.36	22.94	26.55	25.96	36.12	38.10	22.84
1	Downpipe of 3a Alcester Road, Lickey End, B60 1JT	36.57	31.42	29.42	33.37	23.91	20.72	21.05	22.24	28.40	30.56	36.36	33.25	22.28
LE4	Harvester Pub Birmingham Road, Lickey End B61 0EZ. Traffic sign	66.28	63.20	68.57	68.45	47.02	49.18	47.24	55.71	60.52	62.96	82.52	66.88	47.39
LE7	371 Birmingham Road, Lickey End	43.59	37.04	37.41	35.43	35.23	22.56	24.64	26.73	32.23	33.74	37.00	35.86	25.76
F1	J1 M42 roundabout, Street light LP 4957 at junction with Old B'ham Rd, B60 1DD	76.37	73.67		56.49	52.34	55.90	47.28	38.51	46.36	71.06	64.57	65.82	46.36*
F2	J1 M42 roundabout, Street light LP 4957 at junction with Old B'ham Rd, B60 1DD	77.12	54.70		60.21	55.15	33.17	51.37	52.82	60.55	72.22	74.61	66.52	
F3	J1 M42 roundabout, Street light LP 4957 at junction with Old B'ham Rd, B60 1DD	83.07			56.25	52.97	59.19	50.02	56.92	57.57	67.87	65.81	68.59	
LE5	5 Old Birmingham Road, Lickey End	50.42	43.42	43.21	37.25	27.64	35.54	31.91	36.96	39.85	42.60	50.23	49.74	31.36
LE6	308 Birmingham Road, Lickey End	41.90	39.66	39.65	33.68	25.36	32.51	27.04	30.86	32.34	40.59	39.54	43.57	27.38
TS	Up past Blue Cross, The Smallholdings, off Wildmoor Lane, B61 0RJ	38.07	30.35	29.44	16.88	34.59	16.64	17.07	18.60	21.48	28.03	28.19	31.25	19.93
10	Downpipe of 77 Park Road, DY9 0QQ	42.84	38.62	42.42	29.85	24.35	24.54	24.22	26.35	30.54	31.77	35.94	38.44	25.02
11	Downpipe on corner of 74 Worcester Road, DY9 0NJ	37.01	37.64	34.69	24.64	25.32	24.67	22.02	18.91	26.65	35.08	37.35	37.98	23.22
HL	30mph sign of 20 Birmingham Road, Hagley	36.07	28.33	30.29	32.03	16.03	22.30	23.83	21.85	25.49	27.50	35.46	29.22	21.07

8	Downpipe of 9 Market Way, DY9 9LT (park on Wych Inn car park)	26.35	26.32	22.47	22.94	30.63	13.34	15.80	15.96	20.32	20.82	27.31	26.80	17.26
9	Fence to side of 78 Kidderminster Road, DY9 0QL	36.82	41.07	39.71	36.40	31.84	29.35	28.31	31.15	32.11	33.53	42.32	40.40	27.36*
9a	Fence to side of 78 Kidderminster Road, DY9 0QL	42.65	37.80	41.76	38.33	30.83	30.34	27.50	31.30	33.15	35.74	43.27	37.00	
9b	Fence to side of 78 Kidderminster Road, DY9 0QL	40.89	36.88	40.85	36.27	31.02	28.95	29.09	33.16	34.08	37.54	39.36	38.39	
KR62	62 Kidderminster Rd	39.01	38.18	39.10	41.00	29.61	27.97	29.32	34.71	32.74	38.03	45.39	36.66	27.70
RES 1	26 Stourbridge Road, Hagley Downpipe Front of Property	32.68	23.49	24.65	18.22	20.00	14.92	18.15	20.22	20.90	26.52	29.91	28.93	17.88
RES 2	21 Birmingham Road, Hagley, DY9 9JZ	45.15	38.18	39.28	43.49	30.83	30.34	27.62	30.45	29.96	34.02	43.21	40.86	27.81
RES 3	104 Kidderminster Road South, Hagley Downpipe Front of Property	29.55	26.75	25.13	21.06	20.36	16.50	14.83	16.50	18.87	23.69	25.47	26.05	16.99
RES 4	23 Worcester Road, Hagley DY9 0LF Downpipe Front of Property	46.22	40.75	40.01	45.42	28.99	26.98	28.24	29.60	26.65	36.72	43.56	42.02	27.92
FFS	Lampost on Finstall first School grounds, just off pavement near entrance	38.32	28.36	22.39				14.70	18.02	18.84		32.25		19.02
SR	Downpipe of 2 Stoke Road, Aston Fields, B60 3EJ	34.15	28.47	26.70	30.00	21.66	18.81	22.53	21.74	25.45	25.49			19.64
18	Downpipe on corner of 84 Redditch Road, B60 4JR	59.64	54.85	49.12	44.16	34.41	28.81	17.06	30.10	33.22	39.91	46.56		30.65
19	Downpipe through gate at 93 Redditch Road, B60 3JP	59.45	49.53	46.21	43.47	32.43	32.49	35.08	35.12	37.45	41.07	49.93		33.1*

19a	Downpipe through gate at 93 Redditch Road, B60 3JP	61.02	52.14	49.24	43.41	35.09	32.18	33.12	34.53	41.85	43.41	54.63		
19b	Downpipe through gate at 93 Redditch Road, B60 3JP	61.40	49.26	49.35	43.28	37.84	31.88	34.17	35.39	37.62	42.90	52.77		
HR	52 Hanbury Road, Stoke Heath	44.48	36.29	35.96	39.06	31.95	28.38	29.20	17.97	36.75	32.49	46.66		26.54
16	Downpipe of 58 Redditch Road, B60 4JN	47.56	44.86	42.60	35.10	31.95	27.46	30.49	26.92	32.23	38.74	45.33		28.23
255	255 Worcs Road (Roundabout)	33.73	30.81	31.66	27.71	19.39	19.55	20.07	21.42	42.96	25.64	31.05		21.28

* Triplicate site with three tubes in one location.

Air Quality – Additional Information requested following discussions in respect of the Revocation of the AQMA in Hagley

I have found the following as the most reasonable quote in provision of equipment to monitor Nitrogen Dioxide and Particulate Matter at PM10 size that complies with Defra standards for Local Air Quality Management.

As well as the costs below any additional Officer costs in providing such a service would need to be covered.

Stage	Item	Cost of renting Continuous Analyser	Cost of Purchasing Continuous Analyser
Initial one off cost	Year One cost of Analyser	£16,944.00	£26,000.00
Set Up cost	Electrical supply set up	£1,340.00	£1,340.00
	Concrete slab & pavement work	£1,000.00	£1,000.00
Annual Cost	Additional required services/calibration	£4,000.00	£4,000.00
	Meteorological Data	£400.00	£400.00
	Traffic Counts	£600.00	£600.00
	Electrical Supply	£100.00	£100.00
Decommissioning costs	Electrical supply/reinstatement of pavement and removal of equipment	£4,000.00	£4,000.00
	Storage costs		unknown
Total for first year		£28,384.00	£37,440.00
Additional cost per year	Rental cost	£4,000.00	
	Additional required services/calibration	£4,000.00	£4,000.00
	Meteorological Data	£400.00	£400.00
	Traffic Counts	£600.00	£600.00
	Electrical Supply	£100.00	£100.00
Total for each additional year		£9,100.00	£5,100.00

Mark Cox
WRS Technical Services Manager

April 2018

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Cabinet

30th May 2018

Bromsgrove Sport & Leisure Centre – Sports Hall Options Appraisal

Relevant Portfolio Holder	Cllr Peter Whittaker Cllr Brian Cooper
Portfolio Holders Consulted	Yes
Relevant Head of Service	Head of Leisure & Cultural Services
Wards Affected	All
Ward Councillor Consulted	No

1. SUMMARY OF PROPOSALS

The report overviews the feasibility study that has been undertaken on behalf of the Council to determine the potential to either refurbish or construct a new sports hall and ancillary facilities on School Drive, Bromsgrove as part of the Bromsgrove Sport & Leisure (BSLC) site.

The report also confirms the costs associated with the completion of the Phase 2 (demolition) and Phase 3 works (car parking) that are required to complete the works approved by the Council in its 1st June 2015 Dolphin Centre Replacement – Financial Update report.

2. RECOMMENDATIONS

2.1 The Cabinet is asked to RECOMMEND to the Council that:

2.1.1 That the preferred option of the Cabinet is approved.

2.1.2 That the Capital Programme for 2018/19 be increased by £180k in order to progress the preferred option up to Royal Institute of British Architects (RIBA) Stage 4 so a decision can be made with regard to the sports hall provision at the Full Council meeting on 21st November 2018.

Or;

2.1.3 The Capital Programme for 2018/19 be increased to meet the expected costs of the preferred option agreed at 2.1.1 and that work commences on the project.

Or;

2.1.4 That capital funding of £600k is released from balances in 2018/19 to complete the Phase 2 and 3 works associated with the project should none of the options be selected for progression.

3. Background

3.1 As Members will be aware in July 2014 the Council agreed to replace the ageing facilities at the Dolphin Centre with a new site to be built on School Drive. As part of the report the Council commissioned Sport England to undertake a number of modelling runs of its Facility Planning Model which alongside the Council's prudential borrowing predictions informed and underpinned the approved facility mix for the new site.

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- 3.2 In January 2016 following a successful funding application to Sport England Members approved an increase of £1.5m in the overall capital budget available to provide additional facilities for local residents.
- 3.3 In June 2016 following the procurement of the preferred contractors and the submission of final prices the Council agreed to enter into a contract for the replacement of the site with a total project cost of £13.7m.
- 3.4 As part of the agreement in July 2014 officers were asked to progress discussions with BAM FM, Worcestershire County Council and North Bromsgrove High School as follows:

“That officers investigate and implement an option to develop a Dual Use arrangement at North Bromsgrove High School provided that it does not impact on the capital costs incurred by the Council and therefore does not impact upon the MTFP”.

- 3.5 As reported to Members on a number of occasions initial discussions with the above parties were positive, an outline agreement was reached that met the operational and financial needs of all parties and this was confirmed in an agreed Heads of Terms Documents.
- 3.6 The key factor within the agreement was that the Council would be able to make the facilities available to residents through its leisure operator on a peak hours and weekend basis for 48 weeks of the year to ensure continuity of usage.

The heads of terms that were agreed in principle also ensured that this was at a cost that would not impact upon the viability of the business model proposed by the operators or the Council’s Medium Term Financial Plan.

- 3.7 Although progress with completing the contractual agreements was slower than the Council would have ideally liked, the contractual documents were progressed and were close to the point where they were due for signing. However in the later stages of the process and the construction programme for the new site the Council were notified by BAM FM that the approach to the exam periods had altered and the site could only be offered to BDC for 38 weeks per annum.
- 3.8 Clearly, this changed the position with regard to the access agreement considerably as we would no longer be able to offer consistent usage/bookings to residents and this in turn would impact upon the financial viability of the facilities.
- 3.9 Officers have met with BAM representatives to discuss this matter in considerable depth, the position as outlined above has been confirmed as the basis of the contractual offer.

Officers have continued to negotiate with BAM FM to ensure delivery of the access to the sports hall as it is considered this will be a beneficial facility despite the reduction in availability.

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At the time of writing this report the revised heads of terms have been submitted to BAM FM's legal team and we await final confirmation on a limited number of items including when the access arrangement can be confirmed and the site used.

3.10 Based upon the change of position Members requested that officers commission an options appraisal to look at the feasibility of developing a dedicated sports hall offer on site. The report was required to:

- Investigate the potential to develop a 4 Court Sports Hall and Ancillary Facilities and the construction methods that could be used on the School Drive site to deliver this.
- Ensure the design is Sport England compliant and meets their design guide requirements.
- Create a Unique Selling Point (USP) to support the Economic aspirations of the Council for the Town Centre.
- Create Added Value to ensure it is affordable under prudential borrowing requirements.
- Establish the high level expected financial position that the scheme could realise to fund the capital investment.
- Establish indicative timelines to deliver the project based on the options established.

3.11 The detailed report can be found at Appendix 1 and is based upon the following options:

Option	Description	Comment
1	Existing Sports Hall Refurbishment & New Changing Pavilion.	Refurb of current site but maintain steel frame and flooring.
1a	Existing Sports Hall, New Changing Pavilion & Soft Play.	Added value based on Soft Play/Tag Active offer. Indirect Access Created.
2	New Build Sports Hall & Changing Pavilion at front.	Building adjacent to new site. Direct Access created.
3	New Build Sports Hall & Changing Pavilion at Rear.	Building adjacent to new site. Indirect access created.
4	New Modular Build Sports Hall & Changing Pavilion.	Building adjacent to new site. Indirect access created.
4a	New Modular Build Sports Hall, Changing Pavilion and	Building adjacent to new site. Indirect access created.

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	Soft Play.	Added Value included based on soft play/Tag Active.
5	New Build Sports Hall, Changing Pavilion at front and Soft Play. <i>This is based upon Option 2.</i>	Building adjacent to new site. Direct Access created. Added Value included based on soft play/Tag Active.

NB – Option 3 was not progressed to include the enhanced offer as it was considered to be a less desirable design than Option 2 due to the added value aspects being located at the rear of the building.

3.12 Members will see that the report on Page 10 clearly demonstrates that the site at School Drive can accommodate the proposed options. This will be achieved by redesigning the current/approved car park layout and by using additional land that was identified for disposal in the July 2014 committee report. There is a potential that this will impact upon the value of the land that the Council expected, however the full impact will not be known until detailed designs are undertaken, views sought from planners and additional site surveys undertaken.

3.13 The initial report has been reviewed by Sport England and it has been confirmed that they are satisfied that the detail is sufficient to move to the next stage of the project and that options put forward will meet their requirements at this point. Clearly as the project is developed further, conversations will be required to ensure that the detailed design that is developed maintains this position.

Members should also note that following the notification to the council with regard to the loss of access officers have liaised with colleagues at Sport England and reviewed the position to ensure that the information used in any subsequent report remains up to date and valid.

It has been confirmed that no additional runs of the FPM are required as there have been no substantial changes within the local areas that would impact upon the data sets used in the original modelling and its outturn.

3.14 Within the appraisal and as shown in the table at 3.11 above the options at 1a, 4a and 5 contain the Soft Play elements designed to create the USP and to offer the greatest return to the Council to support/meet the prudential borrowing requirements.

Following a high level review of the options available and discussions with the current operator this was felt to be the most suitable offering to the local market based on levels of competition, cost of investment and available space.

This information is shown in more detail in Section 2 and Section 4 of the appraisal.

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3.15 Due to the different lead in times and construction methods put forward the duration of the works would vary across the options. Full details can be found at Section 5 but the headline completion dates are as follows:

- Option 1 & 1a – October 2019
- Option 2, 3 & 5 – August 2019
- Option 4 & 4a – July 2019

3.16 The above dates would be subject to final confirmation as part of any procurement process and could be subject to change due to a number of factors including the point when the formal decision is made, weather and ground conditions, supplier lead in times and the need to achieve planning consent for the new scheme.

3.17 As Members may be aware the Royal Institute of British Architects (RIBA) have for a number of years produced a “Plan of Work” that is seen as industry best practice to ensure that the 3 key aspects of a construction project (Cost, Time & Quality) are understood and managed effectively. The full detail of this can be seen in the appendix of the Options Appraisal and this has been the basis of the next steps approach shown at Section 5.

3.18 In order to ensure that the Council is in a position to move forward with the proposal, officers would recommend that if required we reappoint MACE consultancy under the NHS Shared Business Services Construction Consultancy Services Framework Agreement to take the project from current options appraisal to RIBA Stage 4 Completion of Detailed and Technical Design including a detailed review of revenue implications and procurement exercise to establish definitive costs.

This is the basis of recommendation 2.1.1 and by doing so the Council would have certainty around the cost of the works proposed, timescale for completion, detailed understanding on the prudential borrowing position and clarity of the affordability of the proposed works.

It is anticipated that this work would be completed in order for a formal position to be agreed in November 2018 and that report could act as a gateway for the latter stages of the project.

3.19 Alternatively Members could, as outlined in recommendation 2.1.3, move to a position where the scheme moves forward on the basis of the preferred option and the costs contained within the feasibility study. In this circumstance no further reports would be brought back to Council unless the procurement exercise determines that the outlined budget projections were insufficient.

4. Financial Implications

4.1 In order to progress the scheme to RIBA Stage 4 and conclude the two stage NEC design and build tender process, the Council would need to commit to spending **£180k**. Members should note that these costs are within the overall

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costings put forward and would form part of the overall capital project costs should the scheme be approved. However should the scheme not be progressed these would be classed as abortive costs and they would need to be funded from revenue balances.

- 4.2 As covered in Section 4 of the Options Appraisal the full costings for the proposed options can be seen. The options have been based upon metre square construction rates, professional fees and contingency percentages and inflation costs based on the indicative programme. At present costs range from **£2.995 million** through to **£4.735 million** dependent upon the size, location and construction methodology.
- 4.3 Within the above fees Members will note that the cost of car parking has been omitted, this is due to the fact that the proposed car parking will be as per the original scheme which is felt to be sufficiently large enough to cope with the increased usage a sports hall provision would bring. The cost (see 4.7 below) for these elements is shown under committed client costs as this work will be required outside of the final decision made relating to the Sports Hall in order to complete the project.
- 4.4 Members should also note that in the original business case for the BSLC site we had expected to receive **£1.8 million** of income from the sale of land on School Drive. Dependent upon the preferred option selected and its impact on the existing car park layout there would be a reduction in the land available for sale. As per Section 3.12 this position cannot be confirmed until the final design is developed. Any reduction in expected funding will be considered within a future committee report, however it is anticipated that the growth in commercial land values in the past 4 years will offset some or all of this potential loss.
- 4.5 The options appraisal at Section 6 provides an overview of the income potential for the new facilities that are proposed. It should be noted that these have not yet been market tested and/or agreed with the Council's leisure operator. As such they should be considered as indicative at this stage and that they will require further review should the project progress.

However the information provided does give a guide to the level of prudential borrowing that could be achieved from the additional facilities. Based on the maximum revenue projection being achieved of **£70k** per annum the Council could borrow up to **£1.9 million** to fund the project.

- 4.6 This would leave a funding shortfall of between **£1.95 million** and **£2.835 million** that would need to be found from alternative means should Members wish to progress with the project.

The Council currently has £600k of capital receipts, £4m of balances and there may be an opportunity to secure prudential borrowing based on future income streams from the BSLC facility.

It is proposed that officers undertake a more detailed review of the associated funding opportunities once a decision is made on the preferred option and the Cabinet recommendation is known.

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- 4.7 Should the option be approved that no sports hall is provided the Council will return to its previously agreed scheme and continue to secure the reduced availability at NBHS Sports Hall.

The demolition of the current Dolphin Centre and implementation of additional car parking will be undertaken and an increase in the capital programme of **£600k** is recommended to complete the works.

5. Legal Implications

- 5.1 There are no direct legal implications contained within this report as it is assumed that the construction contracts that will be used within the proposal will follow the same route as the current BSLC project as per the Committee Reports of July 2014 and January 2016.

- 5.2 As part of the preferred operating model works highlighted below, officers will also review the contractual position that is in place between the Council and the leisure operator to determine what (if any) obligations exist from increasing the range of services on and if the current operator would have a legal right to run these services on the Councils behalf.

6. Service / Operational Implications

- 6.1 There are no direct service/operational implications contained within this report. However it should be noted that the cost associated with implementation of an alternative operator within a standalone site will be considerably higher than those associated with utilising the existing operator structure and as such this will impact upon the prudential borrowing position and the overall affordability of the scheme.

7. Customer / Equalities and Diversity Implications

- 7.1 There are no direct Customer, Equality or Diversity Implications contained within this report.

8. Risk Management

- 8.1 There are no direct risks associated with this report over and above the risk of abortive costs that have been covered in the finance section.
- 8.2 Dependent upon the recommendation that is made, should the project be progressed to design and procurement and/or a construction phase a risk register will be created to reflect the approach being taken.

9. Appendices

Appendix 1 – Bromsgrove Sports and Leisure Centre - Sports Hall Options Appraisal March 2018.

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30th May 2018

10. Background Papers

Dolphin Centre Replacement Report – 2nd July 2014
Dolphin Centre Replacement Report – 6th January 2016
Dolphin Centre Replacement Report – 1st June 2016

Author of the Report

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Bromsgrove Sport & Leisure Centre Sports Hall Options Appraisal

April 2018

Programme Management



Cost Management



Architect



Civil & Structural Engineering



MEP Engineering



Leisure Consultancy



Contents

1. Contents
2. Introduction
3. Design Overview
4. Cost
5. Business Case
6. Programme
7. Conclusion and Next Steps

Appendices

- A Full designs
- B Cost Plan
- C Programme
- D Elliott's Feasibility
- E Car Park Strategy Drawings
- F Sport England Affordable Sports Hall
- G RIBA Stages of Work

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1. Introduction

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1 Introduction and background

The Council requested that Mace complete an options appraisal for the addition of a 4 court Sports Hall to compliment the facilities within the recently completed Bromsgrove Sport & Leisure Centre (BSLC).

Currently the new BSLC comprised of a 25m pool, learner pool, spa, fitness suite & studio space. By adding a Sports Hall this facility will provide a publically accessible sports hall space to the local community which can be utilised by the local's sports clubs of Bromsgrove, further enhancing the facilities that the council & Everyone Active have to offer.

Whilst BSLC has recently opened it was initially planned to provide a Sports Hall space in the adjoining school grounds through the use of a security gate. This agreement would have led to a joint use approach between the school, BAMFM and Everyone Active, with the leisure centre being able to access the space at evening and weekends (there is no holiday agreement in place). However due to change in the access agreement and the availability of the activities spaces at the school site, the Council has requested that further construction based options are explored to provide consistent access to a sports hall on site.

The purpose of this report is to provide a RIBA 0 level options appraisal of the concepts available to the council for providing a sports hall facility and to review the design, cost and programme implications of each of these. Mace have coordinated with architects, Roberts Limbricks; who were also the Architects for the main BSLC building from feasibility. Modular specials, Elliot's; who Mace have engaged with to understand the options for modular and pre-fabrication of a new build sports hall. Civil & structural consultants, Curtins; also previously

engineers for the new BSLC. M&E consultants, DDA; also consultants of the main BSLC building. These consultants have been engaged with to provide a robust report that covers all key areas of consideration. This report outlines the following considerations:

- Sport England Requirements
- Options to Create USP and Added Value aspects
- Development of an affordable scheme
- Outline project Programmes
- Provide next steps

Do date Sport England have funded £1.5m towards the development of sporting facilities in Bromsgrove. The introduction of a new sports facility will include consultation with Sport England as a key stakeholder in the project.

The Seven options available to the council will look to utilise the rear area of the currently proposed car park & three of the options reviewed will provide a new build structure, which differ in layout & buildability. The final option is to renovate the existing sports hall by demolishing the remainder of the Dolphin Centre.

Further to the Seven options included, this report also covers the potential for an interim solution in the existing sports hall to provide Everyone Active with a space that is fit for purpose until a permanent solution is provided.

This report summaries the conversations and findings, concluding by outlining the key next steps moving forward, for discussion with Bromsgrove District Council.

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2. Design Overview

2 Design Overview

The existing site has been reviewed by the design team and they have provided seven options which can be located at one of two sites across the facility. These are to either utilise the existing sports hall or locate a new sports hall facility adjacent to the new BSLC.

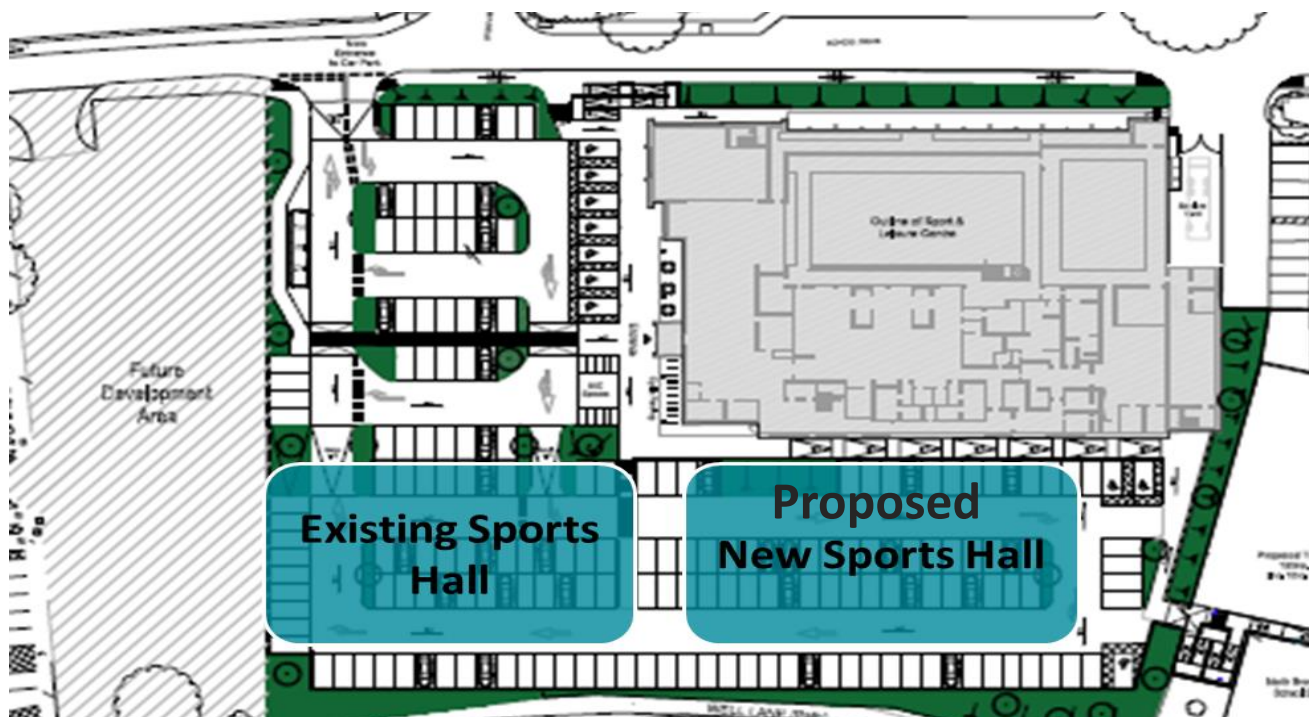
The proposed new location will provide an area that matches in with the New Leisure Centre and through sensitive architectural design, could provide a scheme that flows between the two buildings. There are a number of advantages and limitations to each of the schemes and these can be viewed in a comparison table at the end of section 2.

The new build options have been based on the guidance within Sport England's affordable sports hall model - option 1b (Appendix F) to ensure a cost effective & suitable design is proposed in line with the Sport England requirements and funding provided for the Leisure Centre. Should a design be progressed to RIBA Stage 1 for a full feasibility study, it would be from this point that Sport England would be formally engaged with the project and the design and considerations would be formally presented to them for comment.

The original scheme did not account for either the existing sports hall to be retained for a new sports hall and therefore, any of the chosen designs will lead to a change in the design of parking available for the centre. However, a new layout will be suggested depending on the scheme which is taken forward.

Should the scheme progress with a new build option, it will provide a more simplistic car park design whereas utilising the existing sports hall would lead to a split car park. It should be noted that either option will provide the required level of car parking, as designed within the original scheme.

A breakdown of the 7 design options that have been reviewed as part of the options appraisal, has been included overleaf, before the report then details each of the designs individually. For further cost information on each of the options please see section 3.



2 Design Overview

Option 1 - Refurbishment of the existing Dolphin Centre sports hall. This includes allowances for the reconfiguration of a new car park compromising 190 car parking spaces and 14 disabled spaces. There is a new ramp and stair access including landscaping, partial demolition and retaining wall.

Option 1a - Refurbishment of the existing Dolphin Centre sports hall & addition of a sport play/ multi-purpose space. This includes allowances for the reconfiguration of a new car park compromising 190 car parking spaces and 14 disabled spaces. There is a new ramp and stair access including landscaping, partial demolition and retaining wall.

Option 2 - New build, sports hall which would be circa 76 m² larger and would include a pavilion and equipment store. Externally and as per option 1 there would be an inclusion of 190 car parking spaces and 14 disabled spaces including the above external elements but would include a full demolition of the site.

Option 3 - This is similar to option 2 but has a different external layout located next to the new

leisure Centre. This option includes a new glass canopy which is more expensive and includes less car parking with 183 spaces and 17 disabled spaces.

Option 4 – This option is as per Elliot's quotation for a modular new build and includes OHP and prelims. A full breakdown of scope can be found in appendix D.

Option 4a – This option is based on Elliot's quote for option 4 for a modular new build and includes OHP and prelims. This option includes the addition of the multi-purpose/soft play space to the front of the building.

Option 5 – New build, sports hall which would include a pavilion and equipment store. Externally and as per option 1 there would be an inclusion of 190 car parking spaces and 14 disabled spaces including the above external elements but would include a full demolition of the site. This is a variation of option 2 and includes a multiuse space above the changing facilities and would be a traditional, new build solution.

Option	Construction	Construction	GIFA m ²
Option 1	Existing Sports Hall	Refurbishment	934
Option 1a	Existing Sports Hall, Changing Pavilion & Soft Play	Refurbishment	1203
Option 2	New Sports Hall and Changing Pavilion	New Build	997
Option 3	New Sports Hall and Changing Pavilion	New Build	915
Option 4	Modular New Sports Hall and Changing Pavilion	Prefabrication/ Modular	1000
Option 4a	Modular New Sports Hall, Changing Pavilion & Soft Play	Prefabrication/ Modular	1269
Option 5	New Sports Hall, Changing Pavilion & Soft Play	New Build	1274

2 Design Overview

DDA have provided initial comments on the work that may be required for each of the options. Once the project proceeds to RIBA Stage 1, DDA will then be able to undertake further surveys of the remaining capacity for M&E systems off the new leisure centre, as the extent of this currently unknown. Based on DDA's leisure experience it has been assumed that all of the seven options discussed may require new supplies. Whilst this can be designed in from the start for any of the new sports halls, careful consideration would be required when designing any scheme based on the existing sports hall.

Utility considerations:

At this stage it is assumed that new utility connections would be required for all of the sports hall options. The electrical supply would be a new connection from Western Power, derived from the substation serving the existing leisure Centre. This would likely be a joint on to the existing supply cable previously diverted to allow construction of the new leisure Centre.

The gas supply would be a modification of the gas supply to the existing leisure Centre. The gas meter is in an external housing located in the car park where the new changing facilities would be on the options below.

The existing water main terminates at a valve box to the rear of the existing leisure Centre. This would be modified by the contractor as it is a private main and routed to the new plant area.

BT / Data would need to be assessed. A duct connection could be installed to the new leisure Centre allowing the sports hall to operate as an extension of the leisure center's internal network. Alternatively a new BT ducted connection could be made from the BT network on School Drive if an independent telephone/data network is required.

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2 Option 1 – Existing Sports Hall (Refurbishment)

This option retains the existing sports hall and adds a changing facility extension to the side and would use the existing equipment store. It is envisaged that a second reception would be required to ensure that the sports hall is secure and to ensure that it is revenue protected due to the distance between the sports hall and the main reception.

The use of the existing sports hall provides the opportunity to design the area as a destination, clearly showing the differing facilities on offer and could provide an enticing spectacle for potential customers. However, this is offset by the design of the car park due to the natural split which is caused by the existing building. To further enhance the existing sports hall, it has been suggested that it would be re-clad which would provide further synergies between the two facilities creating the sense of a leisure destination.

Should this option be progressed, it will require careful consideration from the design team and specifically the structural engineers to detail how the remainder of the Dolphin Centre is demolished whilst safely retaining the Sports Hall. At this point no structural survey has been undertaken and it is anticipated that the structure would require underpinning on the north side of the hall. This hasn't been allowed for at the stage due to the unknowns. Should this option proceed to RIBA Stage 1 and beyond, the design team would undertake a full array of surveys required to design the existing sports hall in the required detail.

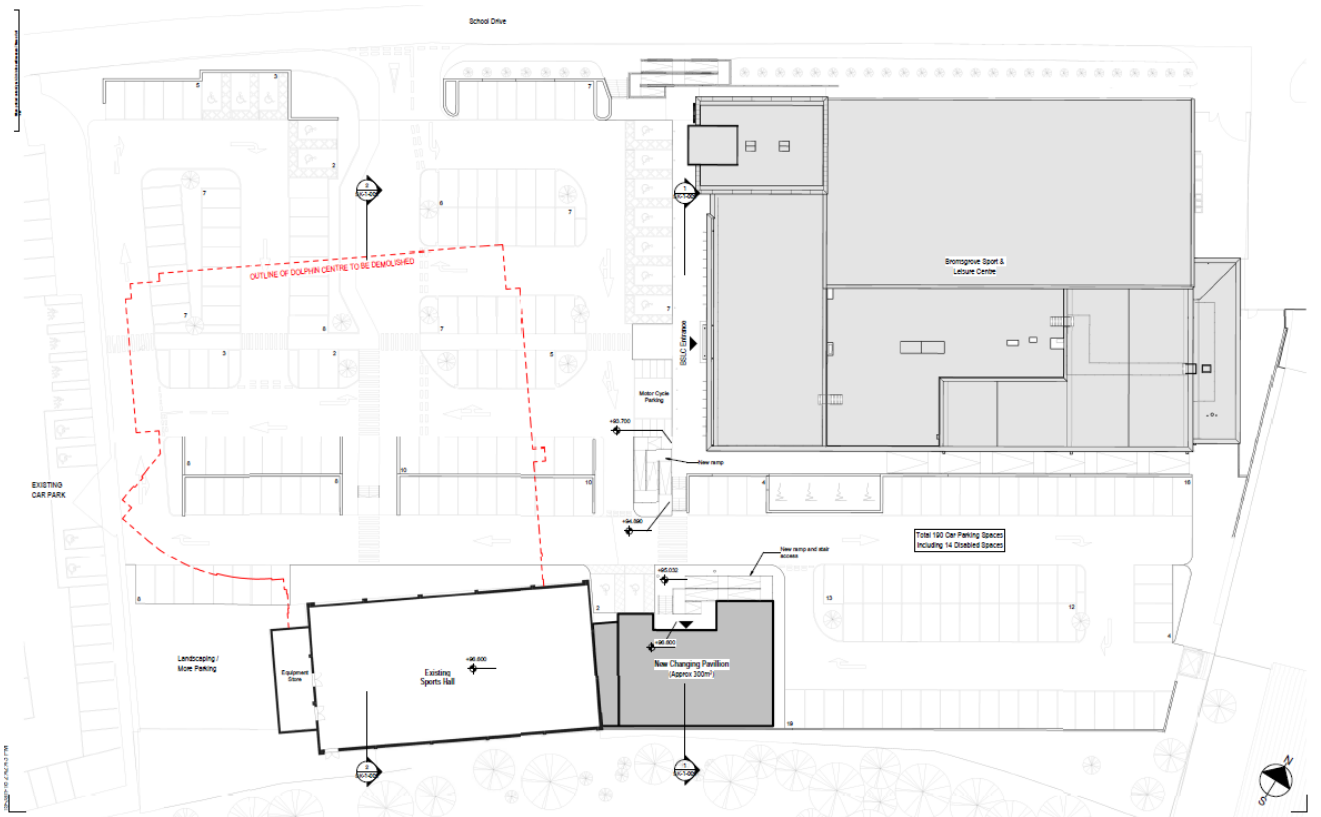
It is currently proposed to strip out and replace the existing services due to the age of the systems and therefore, reaching the end of their useful life and suitability against current Sport England recommendations and requirements. For example whilst the current SON lighting in the sports hall fit for purpose, compared to new technologies, it is inefficient and does not achieve the lighting levels and glare limits recommended for Badminton by Sport England's latest recommendations.

It would be recommend the installation of new high level natural ventilation turrets, gas-fired radiant heating and low energy LED lighting. A dedicated space for M&E plant and incoming utility meters would be required. The current meter room proposed on the architectural layout does not take into account the detailed requirements. Therefore it could be insufficient and require expansion. At this stage it would be estimated that an area in the order of 20m² would be sufficient.

Advantages	Limitations
Utilisation of the existing hall , therefore all structure already in place, negates need for retaining wall extension along Well Lane	Equipment store: Due to the design utilizing the existing store, it would be a reduced size compared to a new build solution and is not in the optimal position for operations.
Opportunity to re-clad and create new Changing facility linked to hall	Access: The disjoint from the main leisure Centre means that users would face a convoluted journey through the car park to the sports hall and would require a new set of steps & ramp.
Ease of access to the Sub Station to the rear of the site	Café access: Users are less likely to use the existing facilities if they do not have to use the main reception to book in
Highly visible frontage perpendicular to new BSLC facility	



Option 1 – Massing model (extract from Appendix A)



Option 1 – Site Plan (extract from Appendix A)

2 Option 1a – Existing Sports Hall (Refurbishment), with Soft Play

This option retains the existing sports hall and adds a changing facility & soft play extension to the side and would use the existing equipment store. It is envisaged that a second reception would be required to ensure that the sports hall is secure and to ensure that it is revenue protected due to the distance between the sports hall and the main reception.

The addition of a soft play space would provide the opportunity for a split level reception & entrance leading to a low level changing facility before going up to the sports Hall and Soft Play space. This would also include a reduced level access from the car park, which would help mitigate the limitation of access from option 1.

The concept of providing a low level changing facility provides a different perspective compared to option 1 and additional space has been created for the provision of a soft play space. Whilst this design increased the capital cost of option 1, there are additional revenue benefits for including such facilities. The detail to adding such facilities can be found in section 4, where the business case for the scheme is discussed.

As per option 1, should this option be progressed, it will require careful consideration from the design team and specifically the structural engineers to detail how the remainder of the Dolphin Centre is demolished whilst safely retaining the Sports Hall.

At this point no structural survey has been undertaken and it is anticipated that the structure would require under-pinning on the north side of the hall. This hasn't been allowed for at this stage due to the unknowns. Should this option proceed then Curtins would undertake initial surveys at RIBA Stage 1 before undertaking further intrusive surveys at RIBA Stage 2 & 3

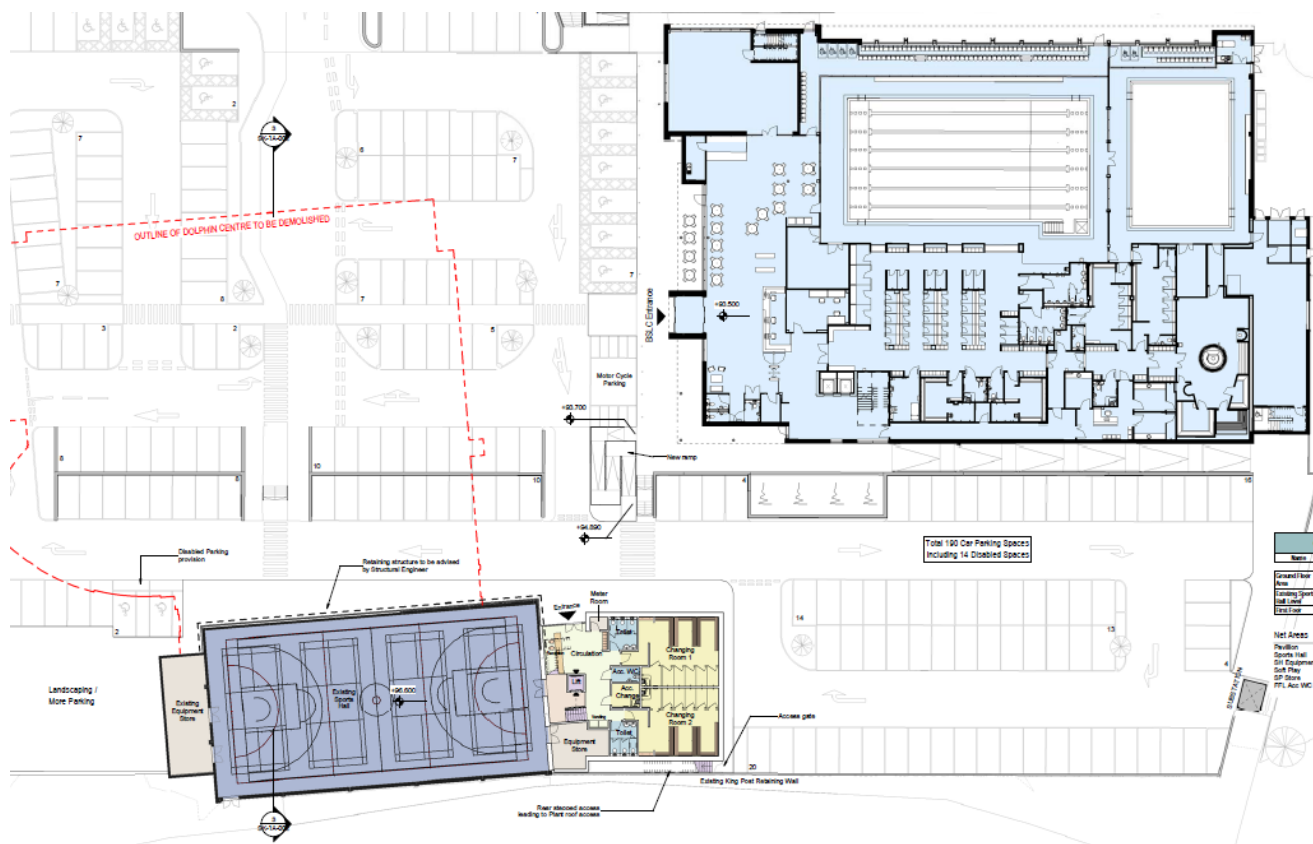
It is currently proposed to strip out and replace the existing services due to the age of the systems and therefore, reaching the end of their useful life and suitability against current Sport England recommendations and requirements. For example the current SON lighting in the sports hall is inefficient and does not achieve the lighting levels and glare limits recommended for Badminton by Sport England.

It would be recommend the installation of new high level natural ventilation turrets, gas-fired radiant heating and low energy LED lighting. A dedicated space for M&E plant and incoming utility meters would be required. The current meter room proposed on the architectural layout does not take into account the detailed requirements. Therefore it could be insufficient and require expansion. At this stage it would be estimated that an area in the order of 20m² would be sufficient.

Advantages	Limitations
Utilisation of the existing hall , therefore all structure already in place, negates need for retaining wall extension along Well Lane	Equipment store: Due to the design utilizing the existing store, it would be a reduced size compared to a new build solution and is not in the optimal position for operations.
Opportunity to reclad and create new Changing facility linked to hall	Café access: Users are less likely to use the existing facilities if they do not have to use the main reception to book in
Ease of access to the Sub Station to the rear of the site	Sports Hall size: Limited space available to meet sport England requirements for a Four Court Sports Hall.
Highly visible frontage perpendicular to new BSLC facility	
Reduced entry level provides a more inclusive feel to the two buildings	



Option 1a – Massing model (extract from Appendix A)



Option 1a – Site Plan (extract from Appendix A)

2 Option 2 – New Sports Hall and Changing Pavilion (New Build)

This option proposes a new sports hall and changing pavilion located on the 'rear' section of land adjacent to the existing leisure Centre. Whilst this area of land is at a higher level than the new BSLC, if the existing ground levels are used then the BSLC will lessen the impact of the height of the new sports hall.

This option provides a more joint approach to the facilities compared to option 1. The sports hall and new leisure Centre would be linked by a covered walkway and users would check-in via the existing leisure Centre before proceeding to the sports hall through via a set of steps or platform lift. In addition to the covered all way, a fence line would be required between the two buildings to ensure that the sports hall is revenue protected. This would omit the requirement for having an additional reception area. The remaining site area forms the car park, which is wholly visible when entering the site.

The entrance to the sports Centre is opposite the main circulation stair and full height glazing off the main leisure Centre reception so there would be some visual connectivity between the 2 buildings -

The massing of the new sports hall and changing is such that the lower single Storey changing pavilion is to the front but being of smaller scale adds emphasis to the main leisure Centre building and the main entrance.

New services would be installed to serve the new building and the installation of new high level natural ventilation turrets, gas-fired radiant heating and low energy LED lighting, would be recommended.

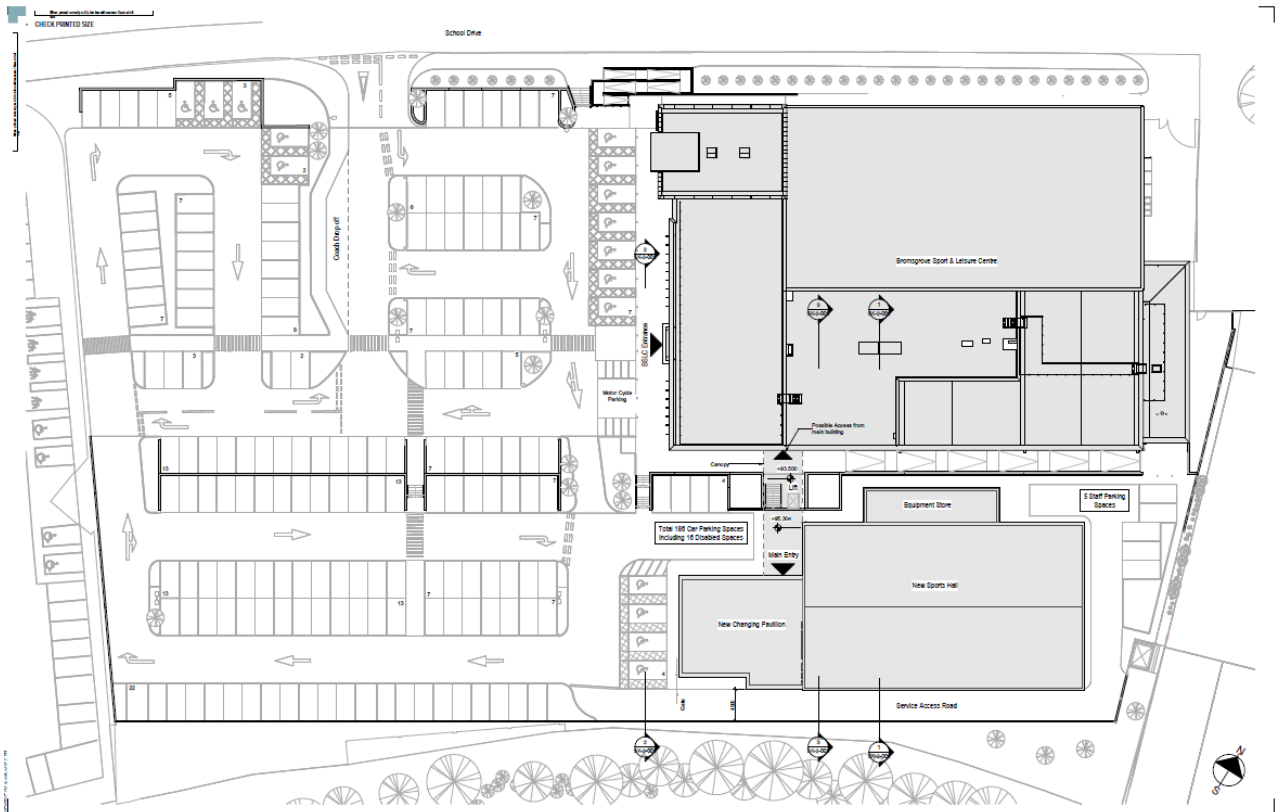
The current meter room proposed on the architectural layout does is based on the assumed capacity. Should this option be progress then DDA will undertake a number of surveys to detail the requirements. At this stage it would be estimated that an area in the order of 20m² would be sufficient.

It should be noted that this building location impacts on the position of the Electric Vehicle Charging Point (EVCPs) proposed for the new build leisure Centre and that these would need relocating elsewhere in the car park. It may be more economically viable to supply these from the electrical supply to the new build sports hall.

Advantages	Limitations
The Hall, Changing pavilion and stores as a new build are fully compliant with the guidelines space and facilities requirements	A service road is require to reach the substation at the rear of the site
The orientation of the new building links well to the new Bromsgrove Sports & Leisure facility and provides an opportunity for a covered link from the main reception with new stair and Platform lift and replacement of a window in the BSLC with an external door	The building may been to be supported by extensive piles/ foundations due to the known make up of the ground from the construction on the BSLC.
The site massing allows for the bulk of the hall to be concealed behind the new facility with a highly visible new entrance and link on approach	Due to the space limitation, the building will be close to the retaining wall and therefore require careful engineering to determine the exact location
The orientation of the store on the long side allows for access when the hall is subdivided	Link will be required between the two building, which adds to the scope of the project.
The Car Park is left as one regular shaped arrangement where all spaces are visible on approach	
The phasing of new build and demolition of the Dolphin Centre is simple	



Option 2 – Massing model (extract from Appendix A)



Option 1 – Site Plan (extract from Appendix A)

2 Option 3 – New Sports Hall and Changing Pavilion (New Build)

This option is similar to that of option two and also proposed a new sports hall and changing pavilion located on the 'rear' section of land adjacent to the existing leisure Centre, but by the nature of the site levels, at a higher level.

Access between the new leisure Centre and the new sports hall is via new steps and an existing external ramp. The changing pavilion and entrance is located to the rear of the new building and does not link to the new leisure Centre. The new sports hall appears correctly sized for a 4 court hall, however the equipment store is not in an ideal location on the short end of the hall. The remaining site area forms the car park, which is wholly visible when entering the site. The entrance to the sports hall is set well back and not visible from the site entrance.

The massing of the new sports hall and changing is such that the sports hall is to the front and could be a rather bland elevation with little opportunity for glazing etc. The height of the sports hall is slightly higher than the leisure Centre.

New services would be installed to serve the new building and the installation of new high level natural ventilation turrets, gas-fired radiant heating and low energy LED lighting, would be recommended.

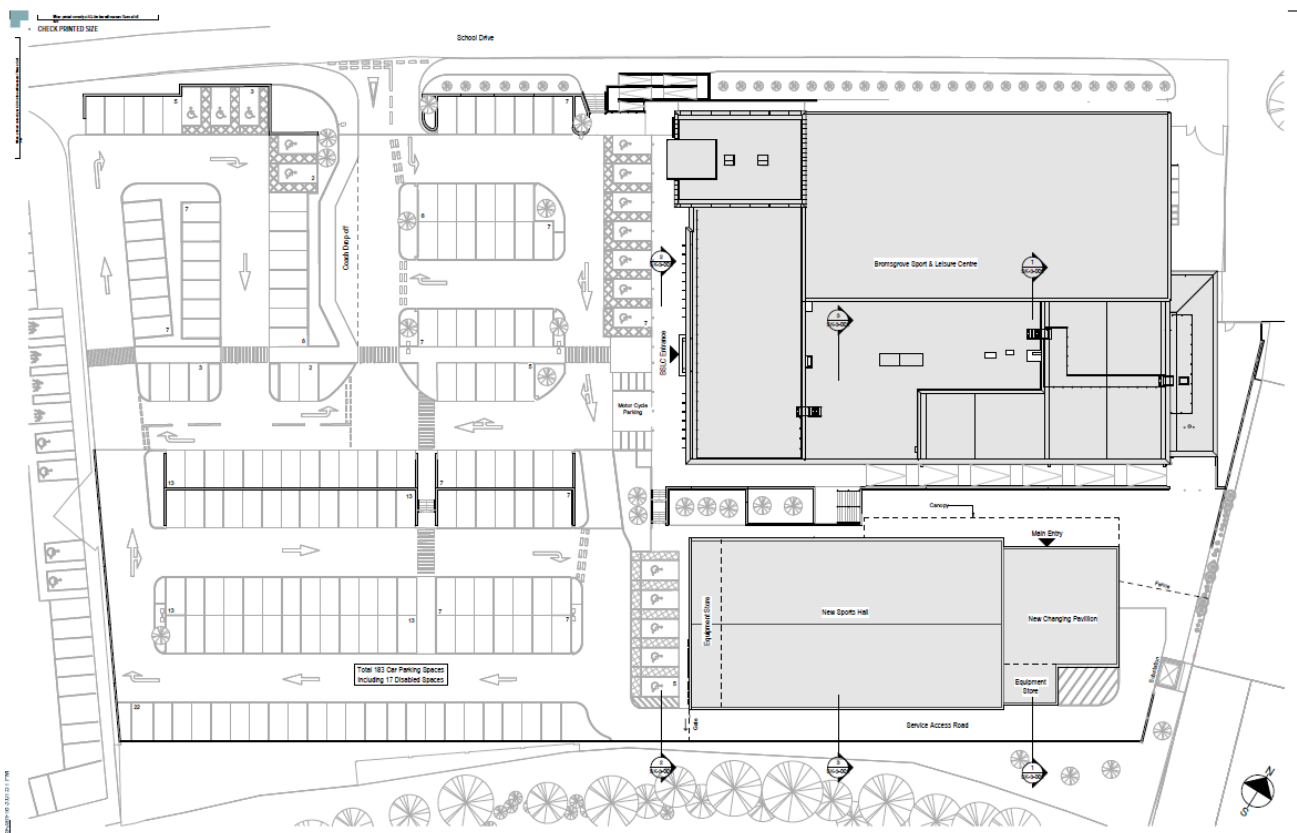
The current meter room proposed on the architectural layout does is based on the assumed capacity. Should this option be progress then DDA will undertake a number of surveys to detail the requirements. At this stage it would be estimated that an area in the order of 20m² would be sufficient.

It should be noted that this building location impacts on the position of the EVCPs proposed for the new build leisure centre and that these would need relocating elsewhere in the car park. It may be more economically viable to supply these from the electrical supply to the new build sports hall.

Advantages	Limitations
The Hall, Changing pavilion and stores as a new build are fully compliant with the guidelines space and facilities requirements	The scheme is effectively option 2 mirrored in an attempt to utilise the existing ramp and negate the need for a platform lift. This however severely weakens the link to the new main building and leaves a large area of unusable space around the new entrance.
The site massing allows for the bulk of the hall to be concealed behind the new facility with a new entrance accessible by the existing ramp and a new set of stairs	The principle elevation to the car park is now a storage unit and the basic mass of the sports hall which lacks to the visual interest of Option 2
The Car Park is left as one regular shaped arrangement where all spaces are visible on approach	The arrangement of storage is now separate and at either end
The phasing of new build and demolition of the Dolphin Centre is simple	A service access road is required to reach the Sub Station at the rear of the site
	The building may need to be supported on extensive foundations or piles due to the nature of the ground
	Due to the constraints of space the building will be close to the toe of the retaining wall that bounds the ramp along the Sports Centre which will determine careful structural consideration



Option 3 – Massing model (extract from Appendix A)



Option 3 – Site Plan (extract from Appendix A)

2 Option 4 – Pre-fabrication/ Modular New Sports Hall and Changing Pavilion (Modular)

This option is based on the design of the proposed traditional new build location and therefore provides the same advantages as previously described, with regarding to location, car parking and the option to integrate the design of the newly complete BSLC.

Furthermore, the additional benefit to this option is use of a hybrid modular system which would utilise off site manufacturing to provide an effective and efficient operational building. The building is constructed using a steel frame before being in filled with timber panels and clad as prescribed by the project architect.

Through utilising a hybrid modular system the scheme can still benefit from many aesthetical enhancements made by the project architects, whilst also providing a simplistic construction progress. For example, one approach that could be taken is to use a steel frame with masonry infill panels with a single story building being predominately timber frame construction.

The Hybrid solution utilises off-site manufacturing techniques to pre-assemble sections of the structure. The pre-assembled panels are delivered to site and are quickly erected to form watertight areas before internal fit-out works commence.

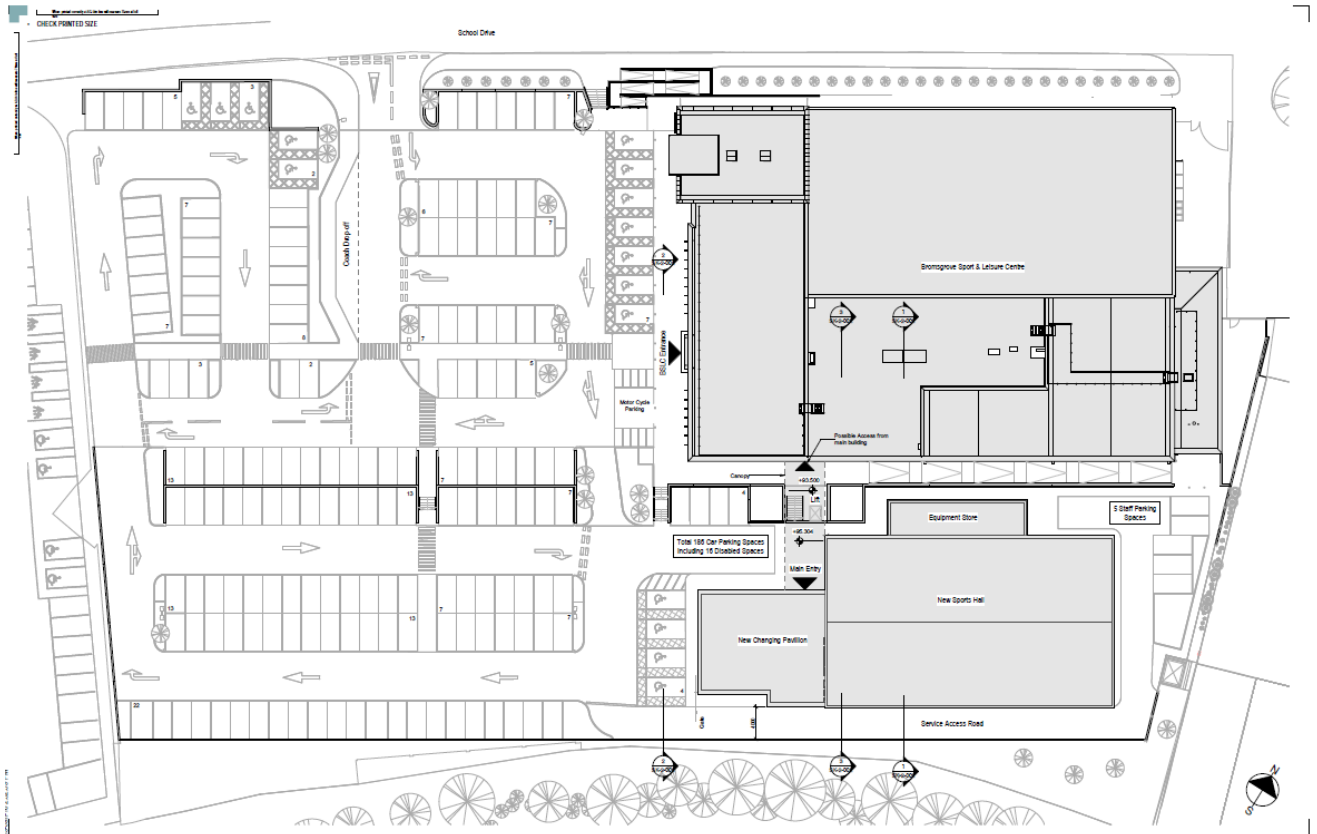
It would be anticipated that the M&E systems required for this option would be in line with option 2 & 3. However, further coordination would be required with the modular build contractor to ensure that the proposed systems are viable in the space available through the pre-fabricated super structure.

It should be anticipated that the proposed location of a modular building will still affect the position of the EVCPs proposed for the new build leisure Centre and that these would need relocating elsewhere in the car park.

Advantages	Limitations
The Hall, Changing pavilion and stores as a new build are fully compliant with the guidelines space and facilities requirements	A service road is require to reach the substation at the rear of the site
The orientation of the new building links well to the new Bromsgrove Sports & Leisure facility and provides an opportunity for a covered link from the main reception with new stair and Platform lift and replacement of a window in the BSLC with an external door	The building may been to be supported by extensive piles/ foundations due to the known make up of the ground from the construction on the BSLC.
The site massing allows for the bulk of the hall to be concealed behind the new facility with a highly visible new entrance and link on approach	Due to the space limitation, the building will be close to the retaining wall and therefore require careful engineering to determine the exact location
The orientation of the store on the long side allows for access when the hall is subdivided	Link will be required between the two building, which adds to the scope of the project.
The Car Park is left as one regular shaped arrangement where all spaces are visible on approach	Limited design flexibility when using modular/ pre-fabricated components.
The modular build allows for a decreased on site programme duration, due to the off site manufacturing	



Option 4 – Modular Example (extract from Appendix D)



Option 4 – Site Plan (extract from Appendix A)

2 Option 4a – Modular New Sports Hall, Changing Pavilion and soft play (Modular)

This option is based on the design of option 2 and therefore provides the same advantages as previously described.

Furthermore, the additional benefit to this option is use of a hybrid modular system which would utilise off site manufacturing to provide an effective and efficient operational building. The building is constructed using a steel frame before being in filled with timber panels and clad as prescribed by the project architect.

Through utilising a hybrid modular system the scheme can still benefit from many aesthetical enhancements made by the project architects, whilst also providing a simplistic construction progress. For example, one approach that could be taken is to use a steel frame with masonry infill panels with a single story building being predominately timber frame construction.

The Hybrid solution utilises off-site manufacturing techniques to pre-assemble sections of the structure.

The pre-assembled panels are delivered to site and are quickly erected to form watertight areas before internal fit-out works commence.

Further variations from option 4 includes the addition of a soft plan facility. This would be included on the first floor of the changing facilities and could include a double height space to maximize the soft provision.

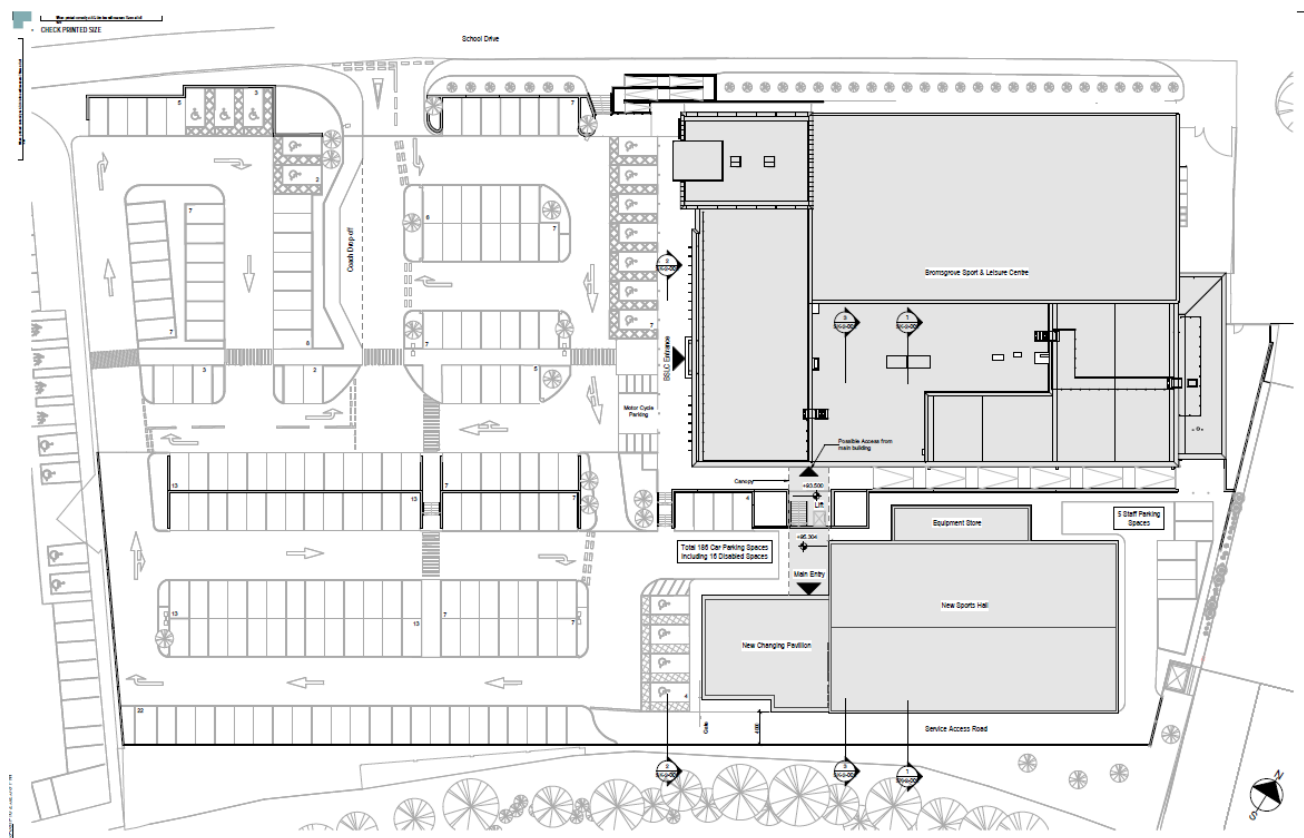
It would be anticipated that the M&E systems required for this option would be in line with option 2 & 3. However, further coordination would be required with the modular build contractor to ensure that the proposed systems are viable in the space available through the pre-fabricated super structure.

It should be anticipated that the proposed location of a modular building will still affect the position of the EVCPs proposed for the new build leisure Centre and that these would need relocating elsewhere in the car park.

Advantages	Limitations
The Hall, Changing pavilion and stores as a new build are fully compliant with the guidelines space and facilities requirements	A service road is require to reach the substation at the rear of the site
The orientation of the new building links well to the new Bromsgrove Sports & Leisure facility and provides an opportunity for a covered link from the main reception with new stair and Platform lift and replacement of a window in the BSLC with an external door	The building may been to be supported by extensive piles/ foundations due to the known make up of the ground from the construction on the BSLC.
The orientation of the store on the long side allows for access when the hall is subdivided	Due to the space limitation, the building will be close to the retaining wall and therefore require careful engineering to determine the exact location
The Car Park is left as one regular shaped arrangement where all spaces are visible on approach	Link will be required between the two building, which adds to the scope of the project.
The modular build allows for a decreased on site programme duration, due to the off site manufacturing	Limited design flexibility when using modular/ pre-fabricated components.
Additional height of building allows full sized soft play provision	The additional height of the building limits what is concealed behind the new facility with a highly visible new entrance and link on approach



Option 4a – Modular Example (extract from Appendix D)



Option 4a – Site Plan (extract from Appendix A)

2 Option 5 – New Sports Hall, Changing Pavilion & Soft Play (New Build)

This option is similar to that of option two and also proposed a new sports hall and changing pavilion located on the 'rear' section of land adjacent to the existing leisure Centre, but by the nature of the site levels, at a higher level.

Access between the new leisure Centre and the new sports hall is via new steps and a lengthy existing external ramp. The changing pavilion and entrance is located to the rear of the new building and does not link to the new leisure Centre. The new sports hall appears correctly sized for a 4 court hall, however the equipment store is not in an ideal location on the short end of the hall. The remaining site area forms the car park, which is wholly visible when entering the site. The entrance to the sports hall is set well back and not visible from the site entrance.

The addition of a multi-use space above the changing facilities would provide further benefits for Everyone Active & the council to provide a wider range of facilities, whilst also changing the front elevation, to match in with the new BSLC.

The massing of the new sports hall and changing is such that the sports hall is to the rear of the building and as such provides the opportunity to continue the design of the BSLC into the new sports hall through the use of glazing and fins.

New services would be installed to serve the new building and the installation of new high level natural ventilation turrets, gas-fired radiant heating and low energy LED lighting, would be recommended.

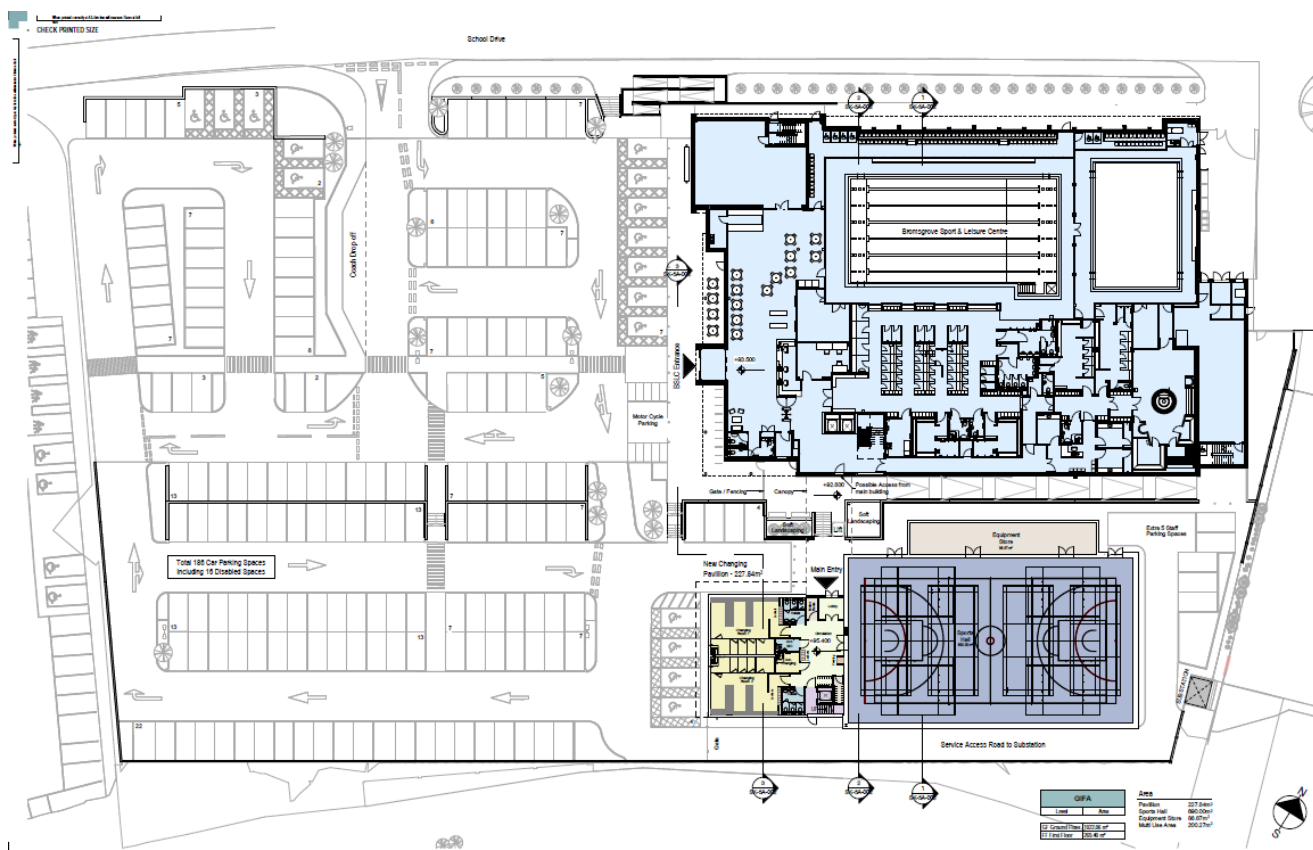
The current meter room proposed on the architectural layout does not take into account the detailed requirements. Therefore it could be insufficient and require expansion. At this stage it would be estimated that an area in the order of 20m² would be sufficient.

It should be noted that this building location impacts on the position of the EVCPs proposed for the new build leisure centre and that these would need relocating elsewhere in the car park. It may be more economically viable to supply these from the electrical supply to the new build sports hall.

Advantages	Limitations
The Hall, Changing pavilion and stores as a new build are fully compliant with the guidelines space and facilities requirements	A service road is require to reach the substation at the rear of the site
The orientation of the new building links well to the new Bromsgrove Sports & Leisure facility and provides an opportunity for a covered link from the main reception with new stair and Platform lift and replacement of a window in the BSLC with an external door.	The building may been to be supported by extensive piles/ foundations due to the known make up of the ground from the construction on the BSLC.
The site massing allows for the bulk of the hall to be concealed behind the new facility with a highly visible new entrance and link on approach	Due to the space limitation, the building will be close to the retaining wall and therefore require careful engineering to determine the exact location
A 200m ² Multi use studio above the changing rooms allows for potential additional revenue generation and a second floor that maintains a visual synergy with the Main Sports Centre	Link will be required between the two building, which adds to the scope of the project.
The orientation of the store on the long side allows for equal access when the hall is subdivided.	
The Car Park is left as one regular shaped arrangement & all spaces are visible on approach	
The phasing of new build and demolition of the Dolphin Centre is simple	



Option 5 – Massing model (extract from Appendix A)



Option 5 – Site Plan (extract from Appendix A)

2 Design Assumptions

No.	Design Assumption	Potential impact of assumption
1.	LED Lighting to be installed throughout to Sport England Standards	Low
2.	Planning consultation is yet to be undertaken	Medium
3.	No major upgrade of the utility services is required	Medium
4.	Sports Hall would be operated as part of the Current BSLC by Everyone Active, this will be tested as part of the economic viability assessment during the later design stages.	Low
5.	Should a New sports hall be progressed then the existing sports hall will be completed demolished.	N/A
6.	Parking provision to be completed to the agreed quantities as per the original scheme	Low
7.	Storage space has been designed to meet Sport England requirements.	Low
8.	Level of changing provision has been designed to meet Sport England Requirements	Low
9.	Sport England Engagement would be required from Feasibility.	Low
10.	Ground conditions have been assumed as normal, until further surveys can be carried out.	Medium
11.	Soft Play equipment provider is tendered during the design stage	Medium
12.	Tender for a modular building contractor meets the programme & indicative costs of those provided by Elliot's.	Medium

3. Costs

3 Cost Overview

Mace have undertaken a cost review of all seven options available to the council and provided a high level summary of indicative costs. It should be noted that these prices have been estimated on limited design information, as would be expected at feasibility stage and take into account limited risks and no specific risks that may be realised from undertaking any of the options.

Whilst the designs have been designed in line with Sport England's affordable sports hall model, Mace have used the Sport England rated as a guide and then compared this to our own benchmarking data. For this project we have compiled benchmark data from both Sports Hall and Pavilion projects to provide the most accurate benchmark data possible.

As part of the progress towards RIBA Stage 4, Sport England will continue to be engaged and sit on the Project Management board.

Benchmarking Data:

The benchmark data can be viewed below and is summarised as a Sports Hall & Pavilion as follows:

Sports hall:

£1,535 /m2 based on BCIS rates and Mace internal benchmarking data as a guide

Pavilion:

£2,250 /m2 based on Mace internal benchmark data for Pavilions. There were a few bespoke items that impacted the £/m2 rates within the benchmarking data and so Mace took a view and adjusted to suit.

Contingency Levels

Within the comparison table overleaf, there are varying levels of contingency. This is because the percentage of contingency for refurbishment is higher due to the level of unknowns and higher risk profile associated under a refurbishment project.

Professional fees

Costs for professional fees across the options vary as they are taken as a percentage of the total construction amount. As we are at feasibility stage we have allowed for 10% for professional fees and surveys on all options until more details becomes available and costs become refined.

Inflation

This has been based on the current economic movement and forecast to construction in third Q3/2018. This is currently forecast to be 5% inflation.

Pavillion benchmark Data

Project	Cost per Square Metre
Project 1	£3,267
Project 2	£3,797
Project 3	£3,300
Project 4	£3,557
Project 5	£2,816

Sports Hall benchmark Data

Project	Cost per Square Metre
Project 1	£2,137
Project 2	£2,171
Project 3	£1,747
Project 4	£1,563
Project 5	£2,042

Cost Overview

	Option 1 Refurbishment 934m ²	Option 1a Refurbishment 1,203m ²	Option 2 New Build 997m ²	Option 3 New Build 915m ²	Option 4 Modular 1000m ²	Option 4a Modular 1,269m ²	Option 5 New Build 1,274m ²
Construction	1,240,000	1,930,000	1,660,000	1,675,000	1,650,000	2,170,000	2,370,000
Site specific costs	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Car Park Works	0	0	0	0	0	0	0
Externals	240,000	240,000	300,000	270,000	270,000	270,000	300,000
Sub-total construction	1,530,000	2,220,000	2,010,000	1,995,000	1,970,000	2,490,000	2,720,000
Preliminaries (12%)	180,000	270,000	240,000	240,000	0	0	330,000
OH&P (5%)	90,000	120,000	110,000	110,000	0	0	150,000
Inflation (0.5% to Q3 2018)	90,000	130,000	120,000	120,000	100,000	120,000	160,000
Contractor Risk (5%)	80,000	120,000	110,000	110,000	100,000	130,000	140,000
Pre-construction fee	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total construction	1,995,000	2,885,000	2,615,000	2,600,000	2,195,000	2,765,000	3,525,000
Prof. fees and surveys (10%)	200,000	290,000	250,000	260,000	220,000	280,000	350,000
Contingency (15% refurb 10% new build)	330,000	480,000	290,000	290,000	240,000	300,000	390,000
Client committed Costs	470,000	470,000	470,000	470,000	470,000	470,000	470,000
Total cost	2,995,000	4,125,000	3,635,000	3,620,000	3,125,000	3,815,000	4,735,000



4. Business Case

4 Business Case

The high level revenue projections are based on The Sports Consultancy's benchmark database. This contains over 1,000 years' worth of income and expenditure data from more than 450 wet and dry leisure centers across the UK. This is updated continually and the latest data could provide variations from any detailed work previously carried out.

The following high level comments on the likely revenue implications of adding a 4 court sports hall to the operation of the existing BSLC are based on the assumption that the new or refurbished 4 court hall would be available for school, club and community use throughout the day, as with the rest of the Centre. It has also been assumed that management, bookings and staffing etc. would be delivered under the management contract with SLM and not a separate operator. We have considered the key issues relating to the income and expenditure associated with adding a sports hall and the net revenue implications. These are summarised below:

For the purpose of these high-level projections we have assumed £20,000 per court per annum is achievable at the new Bromsgrove Leisure Centre, subject to programming and pricing assumptions etc.

The estimated costs will vary by option, with staffing, premises, repairs and maintenance, management costs, overheads and profit being considered. There is more scope in variation on costs between the options than income' and a full impact assessment must be undertaken as part of the design process at RIBA Stage 1 & 2 to further understand the opportunities for this site.

Based on the current market conditions and specifically the recent closing of the imagination Centre, there are further opportunities regarding the potential revenue a sports hall with additional soft play may generate.

The current leisure market is buoyant and this has been reflected in recent operator tender returns across the west midlands, where the income model that the operators have been returning has been stronger than those estimated by the councils pre-tender.

Added Value

There are a few dry-side activities that can be added to Bromsgrove Sport & Leisure Centre which will generate an operational revenue benefit.

Given that clip n climb and health and fitness facilities are already provided in the new Centre, only indoor soft play remains as a potential addition. There are many variations of the traditional soft play facilities, including providers such as tag active. Further work would be required to determine the revenue implications of such additions but it is possible the a net benefit of circa £50k per annum could be achieved.



5. Programme

5 Programme

Mace have undertaken a high level review of the master programmes to provide Bromsgrove District Council with a range of indicative timescales, to aid the decision between each of the four options.

Whilst there are 7 design options to choose from, these correlate to 3 potential programmes. These are as follows:

- Programme A: Option 1 & 1a
- Programme B: Options 2, 3 & 5
- Programme C: Option 4 & 4a

Designs 2, 3 & 5 have been based on the same programme due to the similarities in their design and construction methodology.

It should be noted that in order to provide a comparable scheme it has been assumed that all procurement of any contractors is completed through the OJEU process. However, once a decision has been made as to which design to proceed with, Mace would then be able to undertake a procurement strategy report during RIBA Stage 2.

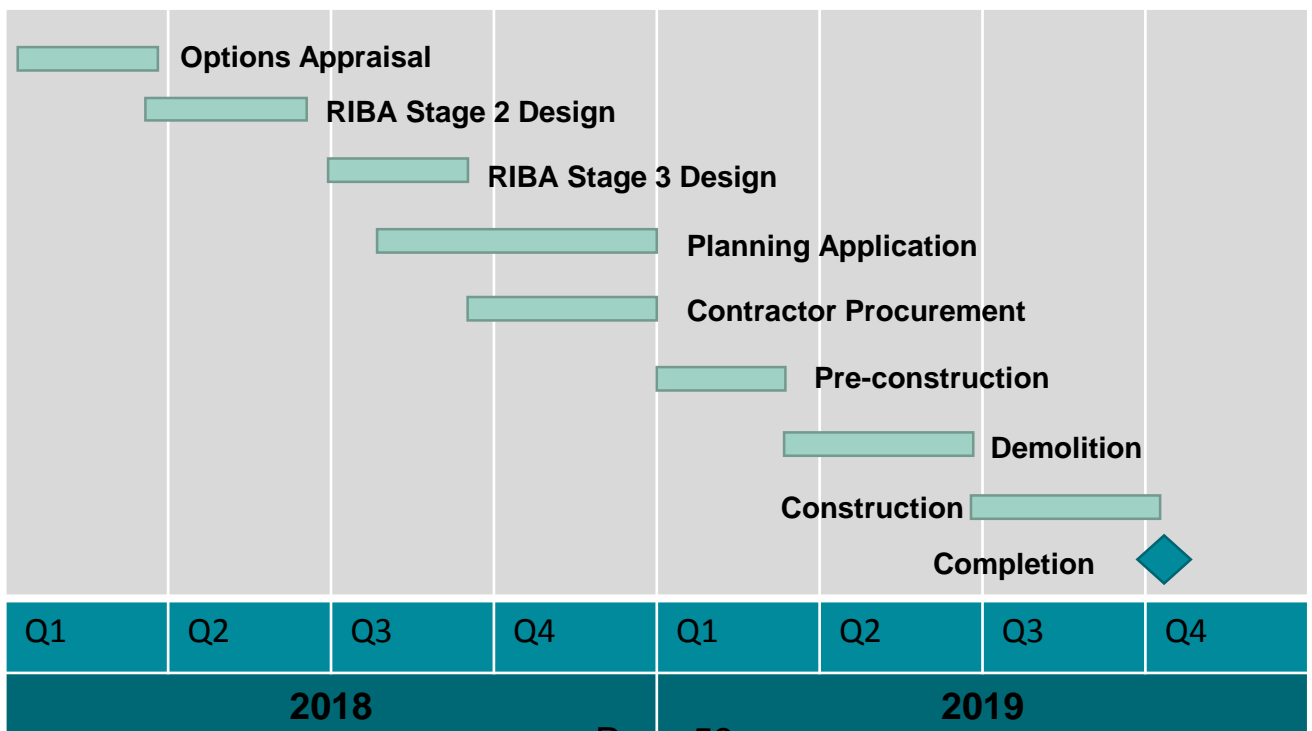
As well as outlining the key project milestones below and a snapshot of the timescales, below, a full master programme of each programme can be found in appendix C.



Programme Option A:

The programme for the utilisation of the existing sports hall is longer in duration due to the added complexities in the design phases to account for the interface between the demolition of the dolphin centre & the additional structural interfaces in the groundworks, including a revised foundation plan.

Furthermore, the construction durations are longer than other options due to the lost opportunity to demolish the Dolphin Centre, whilst constructing the new sports hall.

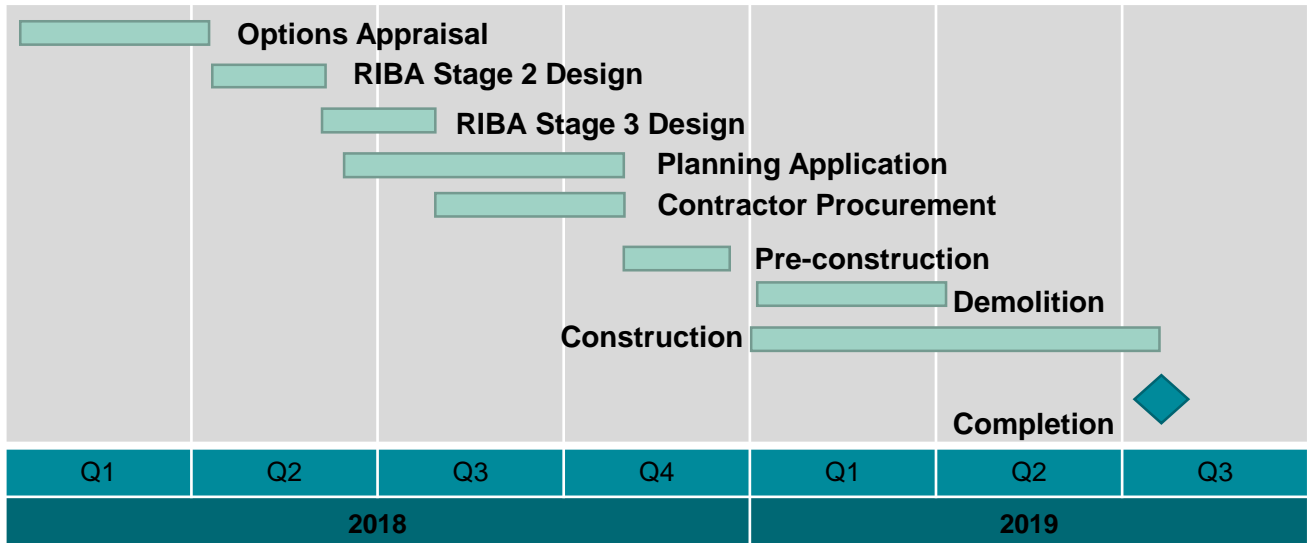


5 Programme

Programme Option B:

The programme for design options 2 & 3 follows the principles of a design & build contract where the construction works are tendered on RIBA Stage 3 design information. This approach a successful method for undergoing a leisure project, as was experienced by the recent completion of the Bromsgrove Sport & Leisure Centre.

The programme follows the same flows as programme A. However, the durations are able to be reduced due to the reduction in design complexities due to the scheme being new build opposed to a refurbishment. Furthermore, due to the layout of the site it is possible to start construction of the new leisure centre whilst demolishing the existing Dolphin Centre.

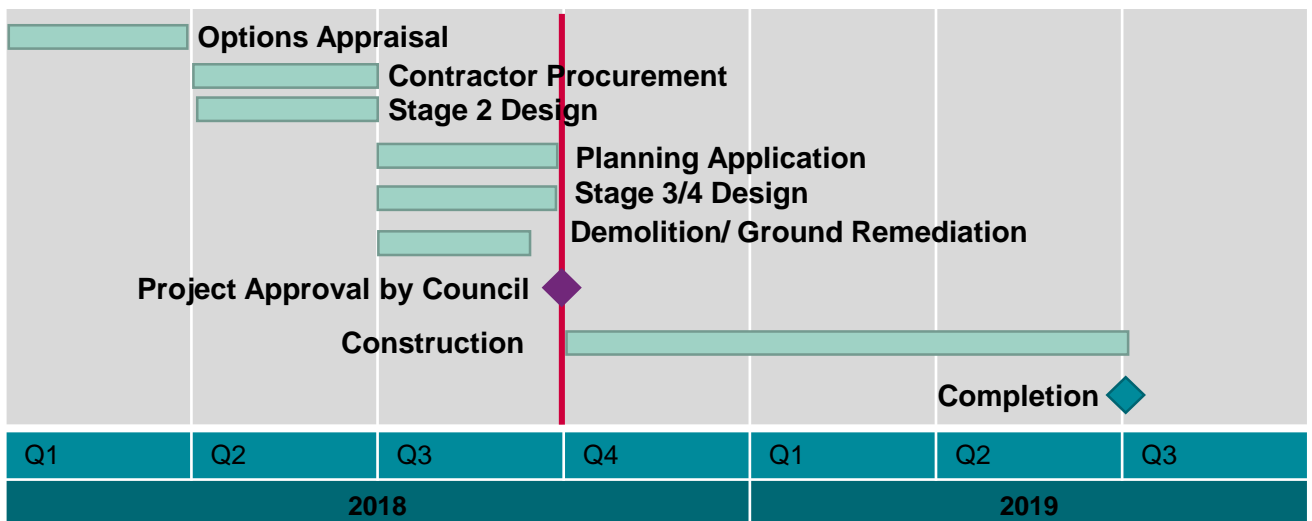


Programme Option C:

The programme for design option 4 is the shortest available to the council due to the early engagement with a specialist modular contractor, early demolition & off-site manufacturing. By using all of these methods together the council could achieve practical completion by Q1 2019.

Whilst this option will involve additional coordination by procuring an enabling works contractor (demolition), followed by a modular building contractor, the benefits to the council could be an earlier practical completion date of up to 6 months compared to the more traditional methods of construction and programming.

This is shown on the programme overview below:



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6. Conclusion & Next Steps

5 Conclusion & Next steps

This report has provided an overview of the Seven Sports Hall options available to Bromsgrove District Council. Having completed our review of the options there are clear design & programme advantages of constructing a new building compared to renovating the existing Sports Hall. However, the initial financial assessment suggests that this could be the more expensive approach to take. In order for more detailed and informative decision as to which design to proceed with, it is recommended that two options are taken forward to feasibility. This would allow for the design team to undertake more and initial surveys of a new build & existing option, which in turn would provide the required comparison.

Following a review of this report it is recommended that the council discuss the options available with Mace to provide further clarification, if required, prior to deciding whether to proceed with any of the options. Should an option be selected that it would be anticipated that a full design team is procured, as well as any early engagement with Everyone Active as the operator & potentially a modular building contractor.

Upon completion of the feasibility study, the project would then follow the 2013 RIBA Stages through to project completion. This includes Stages 1-4 which is the process of developing a detailed design and procurement of a contractor before moving onto Stage 5, Construction and then Stage 6, handover & 7 which is when the building is operational. At the end of each stage the team will provide the council with a Gateway report, this will include the

updated designs, cost estimates, programme & risk management, for sign off.

It should be noted that from the BSLC project, the council is committed to demolishing the existing leisure centre, including the removal of asbestos and construction of the new leisure centre car park. Whilst the construction of a new sports hall will impact on this, the council should remain committed to the completion of the already committed works.

Further to progressing the design, in order to continue to provide a sports hall during the design and construction phase. If option 1 was proceeded, it could be arranged for a temporary boiler and generator plant to be installed and keep isolated services in operation. This would be via containerised plant located in the car park with flexible cables and hoses routed around to pick up the existing services – it is currently believed that the main electrical distribution boards and underfloor heating manifold for the sports hall are located in the small store on the internal long wall of the sports hall.

To conclude, the next step is for Bromsgrove District Council to review and receive sign off for their preferred option of sports hall before further engaging the team to undertake a full feasibility report, consisting of the preferred two options. This would provide more detail on all areas of the project and specifically would be the first opportunity to identify and key risks to the project.



'The enclosed report had been produced by Mott MacDonald in response to the request from the Overview and Scrutiny Board to examine the study commissioned by Worcestershire County Council into the need for a Western Distributor/Bypass.

The Mott MacDonald work will form part of a wider report on Transport issues, although we are not in a position to finalise that report yet. In order to ensure members are fully informed of the work being done in relation to the concerns expressed by the O & S Board it was felt necessary to share this work in advance of the full report which will be presented to the Board in due course.'

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Technical Note

Project:	Bromsgrove Western Route Review		
Our reference:	378295	Your reference:	-
Prepared by:	Paul Parkhouse	Date:	15 May 2018
Approved by:	Paresh Shingadia	Checked by:	Oliver Hague
Subject:	Review of JMP 'Western Bypass Assessment' report		

1 Introduction

The purpose of this note is to review on behalf of Bromsgrove District Council the JMP 'Bromsgrove Western Bypass Feasibility Assessment' report from November 2015, with a view to advising on the technical validity, or otherwise, of its findings. The note also takes into account the written response to this document by Whitford Vale Voice (WVV), issued in July 2016.

The JMP report uses both the term *bypass* and *distributor road* interchangeably throughout. Therefore, where specific references have been made to the JMP report, we have used the term that was contained within the JMP document.

2 Report Overview

The local plan process has identified a number of sites to be brought forward for housing. The infrastructure associated with this level of growth has yet to be identified as part of the Infrastructure Delivery Plan. In order to take a holistic views of what is required, a review of previous plans for a bypass around the western side of Bromsgrove is required. In para 1.3 of the JMP report, one of the three study aims is to assess "*the need for a Bromsgrove western distributor road in the medium or long term*", while the other two cover planning and deliverability.

It is stated in para 2.3 that "*the prime role of such a road would be to distribute local traffic around the urban area of Bromsgrove. In essence the scheme would act in a supporting role for already planned developments.*" The future developments which might require the scheme are then briefly described in Section 3, while the actual 'need' for the scheme is considered in the 'Traffic Considerations' of Section 4. The conclusion of this section is that the anticipated growth in traffic flows to 2026 is unlikely to justify "*a major road construction scheme*" over and above the junction improvements set out in the Local Plan Infrastructure Delivery Plan (IDP).

Estimated scheme costs are presented in Section 5, which are based on route options discussed in Section 2. Estimates are based on SPONS unit costs.

Potential scheme benefits are then discussed in Section 6. Unlike the costs, benefits are not quantified. Instead, Benefit-Cost Ratios (BCR) from other local distributor schemes in the UK are presented, and an estimated relatively low BCR applied to this scheme.

This document is issued for the party which commissioned it and for specific purposes connected with the above-captioned project only. It should not be relied upon by any other party or used for any other purpose.

We accept no responsibility for the consequences of this document being relied upon by any other party, or being used for any other purpose, or containing any error or omission which is due to an error or omission in data supplied to us by other parties.

This document contains confidential information and proprietary intellectual property. It should not be shown to other parties without consent from us and from the party which commissioned it.

The report concludes that the case for investing in the scheme is *“uncertain and not capable of being substantiated in current circumstances”*.

Clearly with recent policy changes including the Duty to Cooperate and the GL Hearn report; the need for highways infrastructure may need further investigation given the increased level of growth that may be required.

3 Report Gaps

Overall, it is not considered that the JMP report presents sufficient evidence to support the conclusion that *“a Western Distributor Road was not necessary to support growth identified within Bromsgrove’s emerging local plan.”* A summary of the main gaps in the report’s evidence are provided in the following subsections.

3.1 Clarifying the Problem

The report does not clarify or identify the problem that the scheme is potentially required to address, which means that there is no frame of reference for assessing its suitability or otherwise. A detailed evidence base would normally be required which identifies the current problems on the network and a range of options to address this. The report seems to only assess one scheme without going through an optioneering process.

As noted above, the report suggests the scheme’s role would be to *“distribute local traffic around the urban area of Bromsgrove”*, but it doesn’t elaborate on the extent or cause of existing local traffic problems, how these will change in future, and the degree to which planned improvements will address them. It also notes that the scheme would *“act in a supporting role for already planned developments”*, but again doesn’t discuss what provision will be made for these without the scheme and whether that will be adequate.

Without a clear understanding of the problem, it’s not possible to evaluate the effectiveness of the scheme as a potential solution.

3.2 Projecting Beyond the IDP

The report relies on the IDP as a complete record of all mitigation required to support delivery of the District Local Plan up to 2023. It also states that future planning conditions beyond this year were too uncertain to assess scheme feasibility for that timeframe.

It is therefore noted that this report’s limitation is to assess the feasibility of the scheme up until 2023 only, meaning that further work is required to assess feasibility beyond this year, which is now only 5 years away.

For the shorter-term scenario up to 2023, however, and as noted by the WVV response, there is no evidence provided in the report that the IDP schemes are actually sufficient to satisfactorily mitigate future traffic impacts in the town. Instead, despite para 4.34 stating that *“improving performance of key junctions on the existing network is key to managing the anticipated traffic growth”*, this fact is more of an assumed input to the report than an evidence-based output from it. Outside of this assumption, however, the report lacks a strong case against there being a need for the scheme.

3.3 Application of Traffic Data

The conclusion of the ‘Traffic Considerations’ section states that the *“evidence available on traffic flows indicates that volumes of traffic in Bromsgrove... would not support a major road construction scheme”*, but it is not clear from this section how this conclusion is derived.

The section begins by reviewing traffic growth forecasts from the 2012 Bromsgrove Transport Package report for the area of the scheme. Quite significant uplifts in the region of 40% are listed, but it is stated that this will be managed by the measures proposed by the IDP.

There is then a review of surveyed 12-hour all-movement AADT volumes for three locations on the A38 and an estimate of how these will increase once future growth is applied. Again, the growth implications are quite significant. However, it is then stated that only a small proportion of this traffic would use the scheme as the additional distance of the route would make it "*relatively unattractive*". The basis of this conclusion is not clear, as the distance of the scheme would be about the same. The following sub-section also notes that the scheme would induce a certain level of traffic, which seems to undermine this conclusion as much of this induction would be from the A38.

The section includes Table 2.1 from DMRB TA46/97 which lists the economic flow ranges for different carriageway standards. However, it is not clear what purpose this table serves in the analysis. As noted by the WVV response, the AADTs recorded for the A38 are 12-hour flows over all arms of certain urban junctions, whereas Table 2.1 lists 24-hour AADTs for rural road links. Even if they were comparable, though, the uplifted A38 flows listed would suggest the need for a dual-carriageway upgrade of this route, which contradicts the section's conclusion that "*the evidence available... suggests that improving performance of key junctions on the existing network is key to managing the anticipated traffic growth.*"

The other way in which this table is potentially relevant is in supporting the statement within this section that "*we are of the view that a single carriageway would be adequate should a case for a western distributor be sustainable.*"

In reality, however, the evidence presented is insufficient to support either statement. Only through use of an appropriate model that allows for redistributive impacts could either the adequacy of the IDP measures or the infrastructure requirements of the scheme be properly identified. Misapplying DMRB AADT ranges to surveyed flows on only the A38 is inadequate for both purposes.

3.4 Consideration of Costs

Scheme cost estimates are based on general unit costs applied to preliminary route corridors. At this outline stage, such an approach is to be expected but, as noted by the WVV response, no use of existing infrastructure is assumed, nor of the new infrastructure that would need to be implemented to support the major developments planned for this area. Inclusion of such assumptions could result in some potentially significant cost savings.

It is noted that, as part of this exercise, we have not reviewed the suitability of the unit costs and quantities applied.

3.5 Consideration of Benefits

Section 6 of the report lists the potential generic benefits which could be accrued from the scheme. It then presents the predicted Benefit Cost Ratios (BCRs) from other recent 'distributor road' schemes around the country, which vary from a minimum of 2.8 to 12.6. The report estimates that the BCR for the Bromsgrove scheme would be no higher than 2.0, and concludes that the case for investment is uncertain.

It is agreed that, based on the evidence presented, no conclusions about the case for investment can be drawn. However, it is noted that the evidence is also insufficient to propose a BCR upper limit of 2.0 for the scheme, as BCR estimates cannot be reliably derived from comparison with other schemes. Every scheme is different and has its own unique set of potential benefits which need to be considered, taking into account the scheme's full objectives and impacts. Neither of these are defined in this report.

4 Recommended Actions

As noted above, it is not considered that the JMP report presents sufficient or adequate evidence to dismiss the case for a western distributor / bypass route for Bromsgrove. It should be noted that the overall conclusion could potentially be correct, but further work would be needed to verify this one way or the other. It is recommended that a further scoping study may be required to ascertain the level of work that may be required to determine a further suture study.

The recommended actions for achieving this would be:

1. **Problem definition** – A clear vision is required for the scheme and what it intends to address. To provide a frame of reference for the study, it is important to define the existing transport conditions and future problems that the scheme is required to solve. This establishes the need for the scheme and so determines clear objectives.
2. **Problem baselining** – In order to develop potential effective solutions, the causes of the existing and/or future problem should be fully understood. This stage will involve a degree of data collection or use of some other modelling tool.
3. **Option development** – Potential solutions for resolving the problem need to be defined. This will include the scheme, but could also involve other approaches and/or variants of the scheme.
4. **Option testing** – The future performance of the scheme and its alternatives should be tested using an appropriate transport model. This would ideally be a strategic model capable of simulating route choice, but alternative methods to suit budgets and timescales could also be appropriate. The scheme should be tested against a 'Do Minimum' scenario, which would include the future developments and IDP schemes but not the scheme itself.
5. **Option sifting** – Based on modelled benefits and preliminary costs, the scheme and its alternatives would be sifted using an early assessment tool, such as Mott MacDonald's INSET software.
6. **Option selection** – The feasibility and value of the scheme would be an output of the process, together with its relative value compared to alternatives.

These initial work elements could then directly input to a Strategic Outline Business Case for the scheme at the next stage and ultimately form the basis for a Full Business Case seeking funding from both developer contributions and potential other Government led funding sources

Overview and Scrutiny Board

24 May 2018

Terms of Reference – Finance and Budget Working Group

Relevant Portfolio Holder	Councillor G. N. Denaro – Leader of the Council
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service (for Overview and Scrutiny)	Claire Felton – Head of Legal and Democratic Services
Wards Affected	All
Ward Councillor Consulted	Not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 At the Overview and Scrutiny Board meeting on the 25 April 2016, the Board agreed to set up two working groups, one of which was the Finance and Budget Working Group.
- 1.2 This report is an opportunity to formally report to the Overview and Scrutiny Board to receive the Terms of Reference for the Working Group and consider the membership of the Working Group for the municipal year 2018-2019.
- 1.3 The current membership of the Working Group includes Councillors L. Mallett (Chairman), S.Colella, C. Hotham, R. Laight and P.Thomas.

2. RECOMMENDATIONS

- 2.1 **RESOLVE that the Board agree to;**
- The terms of reference attached.**
- 2.2 **RESOLVE that the Membership of the Working Group is made up of the following Councillors: Councillors L. Mallett (Chairman), S.Colella, C. Hotham, R. Laight and P.Thomas.**

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications directly relating to this report.

Legal Implications

- 3.2 There are no legal implications directly relating to this report.

Overview and Scrutiny Board

24 May 2018

Service / Operational Implications

3.3 None for the purpose of this report.

Customer / Equalities and Diversity Implications

3.4 There are no implications directly relating to customer/equality and diversity within this report.

4. RISK MANAGEMENT

4.1 None for the purpose of this report.

5. APPENDICES

Revised Working Group Terms of Reference.

6. BACKGROUND PAPERS

Previous Working Group updates to the Board as minuted and the Terms of Reference agreed in August 2016.

7. KEY

None

AUTHOR OF REPORT

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OVERVIEW & SCRUTINY BOARD – Finance & Budget Scrutiny Working Group

Terms of Reference as at August 2016

The Finance & Budget Scrutiny Working Group has been set up by the Overview & Scrutiny Board to carry out detailed scrutiny/pre-scrutiny of a number of Financial Reports (listed below) and the setting of the Council's budget.

1. The Working Group be made up of 5 Members with a quorum of 3. The Working Group will meet throughout the year at intervals dependent upon the reports to be considered. It is anticipated that this will be most frequent during the budget setting period.
2. The Working Group will be a standing item on the agenda of the Overview & Scrutiny Board and either a verbal or written report will be provided at each of the Board's meetings.
3. The Working Group is able to make recommendations in one of two ways (dependent on the timescales of its meetings and the reports it considers); by reporting back to the Overview & Scrutiny Board who will then put forward its recommendations for consideration by Cabinet or directly to Cabinet/Council.
4. The work of the Working Group will be reviewed as part of the Overview & Scrutiny Board's annual report process.

The Working Group will scrutinise the following reports, which had previously been part of the Overview & Scrutiny Board's Work Programme:

- Finance Monitoring Report (on a quarterly basis)
- Write Off of Debts Report (received annually)

Budget Scrutiny

Scrutiny of the budget will cover the following areas, although this list is not exclusive.

- Full review of the cost centres for actual spend, involving comparable figures for consecutive years.
- Assessing income levels.
- Considering the quarterly budget monitoring report.
- Reviewing the capital programme and borrowing costs.
- Commenting on the report format for budget reports to Committee.
- Considering links to the strategic purposes.
- Addressing the S11 recommendations.
- Investigating new pressures on savings.
- Reviewing reserves and balances.
- Assessing any sources of external funding that has been received.

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Overview and Scrutiny Board

24 May 2018

Revised Terms of Reference - Performance Management Working Group

Relevant Portfolio Holder	Councillor G. N. Denaro – Leader of the Council
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service (for Overview and Scrutiny)	Claire Felton – Head of Legal and Democratic Services
Wards Affected	All
Ward Councillor Consulted	Not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

1.1 At the Overview and Scrutiny Board meeting on the 25 April 2016, the Board agreed to set up two working groups, one of which was the Performance Dashboard Working Group. The terms of reference for the Working Group were agreed in August 2016 and since then progress has been reported back to the Board on a regular basis.

1.2 The Working Group has, to date, developed familiarity with the Corporate Measures Dashboard (available on the intranet) and has scrutinised the performance information available on the Dashboard on each of the Council's strategic purposes. The Working Group's comments and suggestions have been reported back to Officers and a number of the performance measures have subsequently been updated or removed from the Dashboard entirely.

1.3 Working Group Members trialled the use of the Corporate Measures Dashboard and pushed to ensure that the Dashboard was made accessible to all Members.

1.4 Most recently on the 18 April 2018, the Working Group interviewed the Chief Executive and, following the discussions, a number of actions were Agreed. These included;

- Inviting the portfolio holders and Heads of Service to discuss;
 - If the measures were fit for purpose and how they related to the Council's Strategic Purposes.
 - How the measures were being used to inform service design and partnership working.
 - What action was taken if performance was not good enough.
 - If actions taken to improve performance was effective or not.
- Send a survey to Members asking what five measures would be most helpful.

Overview and Scrutiny Board

24 May 2018

- Consider changing the name of the Working Group to the Corporate Performance Working Group.
- Examine Performance Measure Dashboards of other local authorities.

1.5 In light of these actions, it was agreed that the Working Group would need to amend its Terms of Reference. A draft Terms of Reference is therefore attached for comment and approval.

1.6 This report is also an opportunity to formally report to the Overview and Scrutiny Board the Membership of the Working Group for the municipal year 2018-2019. The current Membership of the Working Group includes Councillors S.Webb (Chairman), C. Allen-Jones, R.J. Laight and C.Spencer.

2. RECOMMENDATIONS

2.1 **RESOLVE that the Board agree to;**

The revised terms of reference attached which includes a change of name to the Corporate Performance Working Group.

2.2 **RESOLVE that the Membership of the Working Group is made up of the following Councillors:**

Councillors S. Webb (Chairman), C. Allen-Jones, R.J. Laight and C.Spencer.

3. KEY ISSUES

Financial Implications

3.1 There are no financial implications directly relating to this report.

Legal Implications

3.2 There are no legal implications directly relating to this report.

Service / Operational Implications

3.3 None for the purpose of this report.

Customer / Equalities and Diversity Implications

3.4 There are no implications directly relating to customer/equality and diversity within this report.

Overview and Scrutiny Board

24 May 2018

4. RISK MANAGEMENT

4.1 None for the purpose of this report.

5. APPENDICES

Revised Working Group Terms of Reference.

6. BACKGROUND PAPERS

Previous Working Group updates to the Board as minuted and the Terms of Reference agreed in August 2016.

7. KEY

None

AUTHOR OF REPORT

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OVERVIEW & SCRUTINY BOARD – Corporate Performance Working Group

Terms of Reference as at May 2018

The Corporate Performance Working Group (formally the Measures Dashboard) has been established to carry out detailed scrutiny and monitoring of the Council's performance on behalf of the Overview & Scrutiny Board.

One of the key roles of the Board under the Constitution is to monitor performance improvement and also help the Council to address the role that Overview and Scrutiny has to play in respect of performance management from a best practice perspective.

1. The Working Group has a maximum of 5 Members with a quorum of 3. The Working Group will meet throughout the year at intervals to be decided by the Group.
2. The Working Group will be a standing item on the agenda of the Overview & Scrutiny Board and either a verbal or written report will be provided at each of the Board's meetings.
3. The work of the Working Group will be reviewed as part of the Overview & Scrutiny Board's annual report process.

The Working Group will consider the performance of the Council against the key performance measures within the Council's strategy. As part of this work the Working Group will continue to monitor the effectiveness of the Corporate Measures Dashboard tool and will use the knowledge gained and information extracted from the Corporate Measure Dashboard, in a variety of ways, in order to hold the Portfolio Holders to account and inform the Overview & Scrutiny Board and assist it in its role. Its main aims and objectives are listed below, however it should be noted that these are not exhaustive.

- Develop familiarity and expertise in respect of using the Dashboard in order to review the measures currently used, with a possible view to widening its scope by suggesting content that would focus more on issues which mattered to local residents and be of best use for local Councillors.
- Critique of all the measures for each strategic purpose (both strategic and operational) seeking to ensure that if the Council were to perform well on all of those areas would we have achieved our aspirations as set out in the Council Plan
- Monitor and review service performance and identify key areas which might be considered suitable for further scrutiny by the Board or a task group.
- Hold Portfolio Holders to account for keeping the Corporate Measures Dashboard up to date and relevant in meeting the strategic purposes of the organisation.
- Challenge Portfolio Holders as to how they are using performance measures to inform service design and partnership working.

Agenda Item 10

- Challenge Portfolio Holders as to the action taken if performance is of concern and for any action taken to address this.
- Report recommendations back to the Cabinet via the Board by the Chairman of the Working Group and/or the Board.

DRAFT

OVERVIEW AND SCRUTINY BOARD

24th May 2018

SCRUTINY INVESTIGATION PROPOSAL

Relevant Portfolio Holder	Cllr P. Whittaker
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All wards
Ward Councillor Consulted	No – not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 An Overview and Scrutiny Topic Proposal Form relating to the Sports Hall Negotiation Review has been completed by Councillor C. J. Bloore and is submitted for consideration by the Board.

2. RECOMMENDATIONS

- 2.1 That the Board considers the completed proposal form (at Appendix 1) and agrees to one of the following:
- (a) that further information be requested from a relevant source before deciding whether or not further investigation is required;
OR
 - (b) that the topic is included on the work programme for further investigation at a future date;
OR
 - (c) that the topic is included on the work programme and a Task Group is established to undertake a more in-depth investigation, appoint a Chairman for the Task Group and set a time scale for completion of the investigation;
OR
 - (d) take no further action.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of the subsequent investigation undertaken.

OVERVIEW AND SCRUTINY BOARD

24th May 2018

Legal Implications

- 3.2 Given that commercial negotiations are still ongoing in respect of the use of North Sports Hall, it may not be appropriate at this time to discuss this matter in detail, as this may prejudice the Council's position.

Service/Operation Implications

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to the Sports Hall Negotiation Review has been completed by Councillor C. J. Bloore.
- 3.4 If the Board decides that it does wish to investigate this topic further, it then needs to decide whether it is appropriate for the Board itself to undertake the investigation into the Sports Hall Negotiation or whether a more in-depth investigation is required and a task group established.
- 3.5 Another option is for the Board to request further information on the topic from a relevant source to assist Members to decide whether an investigation is required.
- 3.6 Alternatively, the Board could decide that it is not a topic it wishes to investigate, in which case no further action would be required.

Customer / Equalities and Diversity Implications

- 3.7 N/A

4. RISK MANAGEMENT

- 4.1 N/A

5. APPENDICES

Appendix 1 – Overview and Scrutiny Proposal Form

6. BACKGROUND PAPERS

None

AUTHOR OF REPORT

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OVERVIEW & SCRUTINY TOPIC PROPOSAL

This form can be used for either a Task Group or a Short Sharp Review topic proposal.

Completed forms should be returned to scrutiny@bromsgrove.gov.uk – Democratic Services, Bromsgrove District Council.

Name of Proposer: Councillor Chris Bloore	
Tel No: 07905 612 710	Email: c.bloore@bromsgrove.gov.uk
Date:04/05/18	

<p>Title of Proposed Topic</p> <p>(including specific subject areas to be investigate)</p>	<p>Sports Hall Negotiation Review (I'm willing for this to be changed – I have no idea what to call it).</p>
<p>Background to the Proposal</p> <p>(Including reasons why this topic should be investigated and evidence to support the need for the investigation.)</p>	<p>The prolonged negotiations with North Bromsgrove High School have resulted in no agreement being reached for the use of their sports hall. This has resulted in the Council now commissioning a report to consider the renovation of the current sports hall or to build a new purpose built sports hall. This will have financial repercussions and affect the medium term financial plan of the Council.</p>
<p>Links to national, regional and local priorities</p> <p>(including the Council's strategic purposes)</p>	<p>Links with the following strategic purposes:</p> <p>Provide good things for me to do, see and visit.</p>
<p>Possible Key Objectives</p> <p>(these should be SMART – specific, measurable, achievable, relevant and timely)</p>	<p>To learn the lessons from the previous tendering processes and negotiations associated with the sports hall and ensure the Council is better equipped to deal with future negotiations.</p>
<p>Anticipated Timescale for completion of the work.</p>	<p>Between 3 and 6 months.</p>

Would it be appropriate to hold a Short Sharp Inquiry or a Task Group? (please tick relevant box)	Task Group		Short Sharp Inquiry	

OFFICE USE ONLY - TO BE COMPLETED WHEN THE TOPIC PROPOSAL IS ACCEPTED

Evidence	
Key documents, data, reports	
Possible Site Visits	
Is a general press release required asking for general comments/suggestions from the public?	
Is a period of public consultation required?	
Witnesses	
Officers	
Councillors (including Portfolio Holder)	
Any External Witnesses	

BROMSGROVE DISTRICT COUNCIL

OVERVIEW & SCRUTINY BOARD

24th May 2018

ROAD SAFETY AROUND SCHOOLS TASK GROUP

Relevant Portfolio Holder	Councillor K. May
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service (for Overview and Scrutiny)	Claire Felton – Head of Legal and Democratic Services
Wards Affected	All
Ward Councillor Consulted	Not at this stage
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 At a recent meeting of the Overview and Scrutiny Board the Road Safety Around Schools Task Group was established, with Councillor C. Bloore being appointed as Chairman.
- 1.2 As agreed Members (with the exception of Members of the Cabinet) were contacted, requesting that anyone who had an interest in becoming a Member of the Task Group contact the relevant officer within a set timescale.
- 1.3 Group Leaders were also informed of the establishment of the new Task Group.
- 1.4 Initial responses were received from Councillors S. Colella, R. Dent, S. Shannon and C. Spencer. However, following the first meeting of the Group and the timing of future meetings, Councillor Colella asked to stand down from the appointment as these were not convenient due to his work commitments.
- 1.5 Following the first meeting of the Group an approach to Officers was made by Councillor P. McDonald and it appeared that there had been some confusion in respect of a request from him to join the Group. Officers consulted the Chairman, who agreed that as Councillor Colella had stood down then and the Group having only met on two occasions that Councillor McDonald could join the Group. Officers agreed to send him the relevant information from those meetings in order for him to get up to speed with the work of the Group to date.
- 1.6 The purpose of this report is therefore to formally report to the Overview and Scrutiny Board the membership of the Road Safety Around Schools Task Group.

OVERVIEW & SCRUTINY BOARD

24th May 2018

2. RECOMMENDATIONS

- 2.1 **RESOLVE** that the Membership of the Road Safety Around Schools Task Group is made up of the following Councillors:

C. Bloore (Chairman), R. Dent, P. McDonald, S. Shannon and C. Spencer.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications directly relating to this report.

Legal Implications

- 3.2 There are no legal implications directly relating to this report.

Service / Operational Implications

- 3.3 None for the purpose of this report.

Customer / Equalities and Diversity Implications

- 3.4 There are no implications directly relating to customer/equality and diversity within this report.

4. RISK MANAGEMENT

- 4.1 None for the purpose of this report.

5. APPENDICES

None for the purpose of this report.

6. BACKGROUND PAPERS

Road Safety Around Schools Task Group Terms of Reference.

7. KEY

None

AUTHOR OF REPORT

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CABINET LEADER'S WORK PROGRAMME

1 JUNE 2018 TO 30 SEPTEMBER 2018
(published as at 1st May 2018)

This Work Programme gives details of items on which key decisions are likely to be taken in the coming four months by the Council's Cabinet

The Work Programme gives details of items on which key decisions are likely to be taken by the Council's Cabinet, or full Council, in the coming four months. **Key Decisions** are those executive decisions which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in an area comprising two or more wards in the district;

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided, alternatively you may write to the Head of Legal, Equalities and Democratic Services, Parkside, Market Street, B61 8DA or e-mail: democratic@bromsgroveandredditch.gov.uk

The Cabinet's meetings are normally held every four weeks at 6pm on Wednesday evenings at Parkside. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527 881443) to make sure it is going ahead as planned. If you have any queries Democratic Services Officers will be happy to advise you. The full Council meets in accordance with the Councils Calendar of Meetings. Meetings commence at 6pm.

CABINET MEMBERSHIP

Councillor G. N. Denaro	Leader of the Council without Portfolio Holder (Retaining Overarching Governance/Policy and Performance/HR)
Councillor K. J. May	Deputy Leader and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships
Councillor B. T. Cooper	Portfolio Holder for Finance and Enabling
Councillor M. A. Sherrey	Portfolio Holder for Health and Well Being and Environmental Services
Councillor C. B. Taylor	Portfolio Holder for Planning and Strategic Housing
Councillor P. J. Whittaker	Portfolio Holder for Leisure and Cultural Services, Community Safety and Regulatory Services

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Alvechurch Parish Neighbourhood Plan Key: No	Cabinet Not before 27th Jun 2018		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor C. B. Taylor
CCTV Short Sharp Review Key: No	Cabinet Not before 27th Jun 2018		Report of the Chair of the CCTV Short Sharp Review	Amanda Scarce, Senior Democratic Services Officer (Bromsgrove) Tel: 01527 881443 Councillor P. J. Whittaker
Enterprise System Project Business Case Key: No	Cabinet 27 Jun 2018 Council 25 Jul 2018		Report of the Head of Business Transformation	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Sports Hall Feasibility Options Appraisal Key: No	Cabinet 27 Jun 2018 Council 27 Jun 2018		Report of the Executive Director, Finance and Resources	Jayne Pickering, Executive Director (Finance and Corporate Resources) Tel: 01527 881207 Councillor P. J. Whittaker
Transport Planning Review Key: No	Cabinet Not before 27th Jun 2018 Council Not before 25th Jul 2018	(This report may contain information that might need to be considered in exempt session).	Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor C. B. Taylor
Audit, Standards and Governance Committee's Annual Report 2017/18 Key: No	Council 13 Jun 2018		Report of the Chairman of the Audit, Standards and Governance Committee	Amanda Scarce, Senior Democratic Services Officer (Bromsgrove) Tel: 01527 881443 Councillor M. J. A. Webb

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Overview and Scrutiny Board's Annual Report 2017/18 Key: No	Council 13 Jun 2018		Report of the Chairman of the Overview and Scrutiny Board	Amanda Scarce, Senior Democratic Services Officer (Bromsgrove) Tel: 01527 881443 Councillor L. C. R. Mallett
Bromsgrove District Plan Review - Issues and Options Consultation Key: No	Cabinet 27 Jun 2018 Council 25 Jul 2018		Report of the Head of Planning and Regeneration	Mike Dunphy, Strategic Planning and Conservation Manager Tel: 01527 881325 Councillor C. B. Taylor

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Industrial Units Investment - Outline Business Case Key: No	Cabinet Not before 27th Jun 2018 Council Not before 25th Jul 2018		Report of the Chief Executive	Dean Piper, Head of North Worcestershire Economic Development and Regeneration Tel: 01562 732192 Councillor K. J. May
Commercial Cards Policy Key: No	Cabinet 27 Jun 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Financial Outturn 2017/18 and Reserves Key: No	Cabinet 27 Jun 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Private Sector Home Repair Assistance Policy Update Key: No	Cabinet 27 Jun 2018		Report of the Head of Community Services	Derek Allen, Strategic Housing Manager Tel: 01527 881278 Councillor C. B. Taylor
Anti-Social Behaviour, Crime and Policing Act 2014 (Implementation of Provisions) Key: No	Cabinet 5 Sep 2018 Council 19 Sep 2018		Report of the Head of Community Services	Bev Houghton, Community Safety Manager Tel: 01527 64252 Councillor P. J. Whittaker
Bromsgrove Sports and Physical Activity Strategy Key: No	Cabinet Not before 5th Sep 2018	This item has slipped from 10 January 2018 due to changes in the way activity levels are monitored by Sport England	Report of the Head of Leisure and Culture	John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762 Councillor P. J. Whittaker

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Performance Report Key: No	Cabinet 5 Sep 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation Tel: 01527 881256 Councillor B. T. Cooper
Council Tax Reduction Scheme and Winder Support Framework - Draft Recommendations Key: No	Cabinet 5 Sep 2018 Council 19 Sep 2018		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252 Councillor B. T. Cooper
Finance Monitoring Quarter 1 Report Key: No	Cabinet 5 Sep 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Budget Framework Report Key: No	Cabinet 3 Oct 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Medium Term Financial Plan Key: No	Cabinet 31 Oct 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Performance Report Key: No	Cabinet 31 Oct 2018		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation Tel: 01527 881256 Councillor B. T. Cooper

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Fees and Charges 2018/19 Key: No	Cabinet 5 Dec 2018 Council 23 Jan 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Finance Monitoring Quarter Report Key: No	Cabinet 5 Dec 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Medium Term Financial Plan Key: No	Cabinet 5 Dec 2018		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Medium Term Financial Plan Key: No	Cabinet 16 Jan 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Performance Report Key: No	Cabinet 16 Jan 2019		Report of the Head of Business Transformation	Deb Poole, Head of Business Transformation Tel: 01527 881256 Councillor B. T. Cooper
Capital Programme 2019/20 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

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Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Base 2019/20 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Council Tax Reduction Scheme and Winder Support Framework - Final Recommendations Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Head of Customer Access and Financial Support	Amanda Singleton, Head of Customer Access and Financial Support Tel: 01527 64252 Councillor B. T. Cooper
Medium Term Financial Plan 2019/20 - 2022/23 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and information explaining why items have been postponed (where available)	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Pay Policy Statement 2019/20 Key: No	Cabinet 13 Feb 2019 Council 27 Feb 2019		Report of the Executive Director, Finance and Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper
Finance Monitoring Quarter Report Key: No	Cabinet 6 Mar 2019		Report of the Executive Director of Finance and Corporate Resources	Chris Forrester, Financial Services Manager Tel: 01527 881673 Councillor B. T. Cooper

OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2018/19

RECOMMENDATION:

That the Board considers and agrees the work programme and updates it accordingly.

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
24/05/18	AQMA Revocation at Hagley (this will include costs for additional monitoring and the data requested at Council)	Following the Board's recommendations to Cabinet on the 12 February 2018 and the subsequent discussions at Council on the 25 April 2018.
	Sports Hall Options Appraisal	This area has been scrutinised on a number of occasions previously by the Committee and the Chairman agreed that the item should come before the Committee again for pre-decision scrutiny.
	Working Group Updates	
	Leisure Centre Lessons Learnt Topic Proposal	Proposed at O&S Board on 26/3/18
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group • Leisure Centre Lessons Learnt Task Group • Hospital Car Parking Charges Task Group 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader's Work Programme	
	O&S Board Work Programme Planning	

Agenda Item 14

Date of Meeting	Subject	Additional Information
18/06/18	Transport Planning Report	
	Scrutiny of the Crime and Disorder Partnership	
	Hospital Car Parking Charges – Board Investigation Final Report (Led by Councillor C. Bloore)	Requested following notice of motion at Council 19/07/17
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group • Leisure Centre Lessons Learnt Task Group 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
30/07/18	Industrial Units Investment – Outline Business Case	Picked up from the Cabinet Leader’s Work Programme 26/06/17
	CCTV Short Sharp Review Report	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group • Leisure Centre Lessons Learnt Task Group 	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
03/09/18	Anti-social Behaviour, Crime and Policing Act 2014 (Implementation of Provisions)	
	Task Group/Short Sharp Review Updates: <ul style="list-style-type: none"> • Road Safety Around Schools Task Group Hospital Car Parking charges – Board Investigation (Led by Councillor C. Bloore)	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	

Agenda Item 14

Date of Meeting	Subject	Additional Information
01/10/18		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme O&S Board Work Programme	
29/10/18		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme O&S Board Work Programme	
03/12/18		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme O&S Board Work Programme	
14/01/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme O&S Board Work Programme	
11/02/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative Cabinet Leader’s Work Programme	

Date of Meeting	Subject	Additional Information
	O&S Board Work Programme	
04/03/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	
08/04/19		
	Task Group/Short Sharp Review Updates:	
	WCC Health Overview & Scrutiny Committee – update from Representative	
	Cabinet Leader’s Work Programme	
	O&S Board Work Programme	

Outstanding Items Picked Up from Cabinet Work Programme

- Bromsgrove Sports and Physical Activity Strategy - Picked up from Cabinet Leader’s Work Programme 27/11/17

Updates Received - Monthly

The Council’s representative on the Worcestershire Health Overview and Scrutiny Committee (who must be a member of the Overview and Scrutiny Board) provides a verbal update to the Board each month.

The Council’s representative on any Joint Scrutiny Task Group’s will be expected to provide an update (verbal or written) on the work of that Group at each Board meeting.

The Chairman of any Working Group, Task Group or Short Sharp Review set up by the Board will be expected to provide a written or verbal update in respect of the work being carried out and progress of the investigation by the Group Members.

Reports to be Received by the Board (at its discretion)

Agenda Item 14

Write Off of Debts Report	(last report received by Finance & Budget Working Group on 9 th November 2017))
Sickness Absence Performance - biannually	(last report received 31/10/16)
Making Experiences Count	(last report received 27/06/16)
Summary of Environmental Enforcement	(last report received 08/08/16)

Planning Backlog Data

With effect from 30th October 2017 to be circulated to Members of the Board and if they have any concerns to notify Democratic Services Officer and ask for it to be placed on the agenda for a future meeting:

31st March
30th September

Scrutiny of Crime & Disorder Partnership

The Board must hold at least one meeting at which it considers the scrutiny of Crime and Disorder Partnership (last done on 27th March 2017).

When considering topics for investigations Members may wish to take into account the Council's Strategic Purposes as detailed below:

Our Strategic Purposes for Bromsgrove

Help me to live my life independently

Help me to be financially independent

Keep my place safe & looking good

Help me find somewhere to live in my locality

Provide good things for me to see, do & visit

Help me run a successful business

Support services enable us to deliver our purposes

Bromsgrove District Council
www.bromsgrove.gov.uk

For more information view the Council Plan at:
<http://www.bromsgrove.gov.uk/cms/council-and-democracy/council-plan.aspx>