

Sheringham Leisure Centre: project update November 2019

Detailed information relating to any aspect of the project can be obtained from Robert Young (Senior Reporting Officer) or Kate Rawlings (Project Manager) and clarification of any aspect of the table's content can be provided at or following the meeting.

	Forecast/ expected position	Current position	Notes/ comments
Time	Completion date: 29 th Aug 2021	Enabling works completed Aug 2019 Construction started 16 Sept 2019	Good progress being made against contract programme. Contractor site established
Budget	£12,697,139	£12,697,139	Sport England Grant agreed (£1m) – discharge of conditions to draw down 97% of funds expected by end Nov 2019
Issues log		<ul style="list-style-type: none"> • Pre-commencement planning conditions are expected to be resolved imminently for the next project phase • A plan has now been agreed for signposting of the temporary car park and addressing traffic management concerns and it is anticipated that suitable measures will be in place before the end of November • A buried 'concrete slab' was discovered on site, which has hampered the piling operation • Gas main diverted during the enabling works was wrongly located – impacting on the build programme <p>Resource capacity in NNDC communications team. Revision of the web pages is yet to be completed</p>	<ul style="list-style-type: none"> • This is being progressed by the project team • A plan and works have been agreed to remedy this • Any additional costs incurred will be covered by the project contingency budget • This will incur additional cost but it is expected that this will be recovered from the contractor responsible for the initial work. The main contractor is working hard to minimise any impact on the build programme; however this will depend on the availability of the specialist contractor • The project team can cover some communication activities but there will be a loss of continuity and a hiatus. The website will be a critical method of continuous communication and this needs to be prioritised

<p>Risk log</p>	<p>A risk log is being maintained. These are routinely monitored and revised and controls are introduced to manage/mitigate risks and provide assurance</p>	<p>A continual risk item for the Council is the potential ‘failure’ of the existing facility, prior to the new one being completed, which would adversely impact financially on the Council. The maintenance and life-cycle log for Splash will remain under review in order to flag any likely issues. Contractual provisions are in place to help mitigate any impact and the fact that the new facility is now being built should address any reputational impacts.</p> <p>The principal risks to the construction project at this time are:</p> <ul style="list-style-type: none"> • Ongoing ground works risk (further unforeseen ground conditions issues) impacting on build programme • Delays in completion impacting on operational contract • Outstanding value engineering items not confirmed (£47k savings to be found) 	<p>The Portfolio Holder will have access to the Risk Log and will be notified of all risks. These will also be reported via GRAC in the usual manner.</p>
<p>Project Governance</p>	<p>The Portfolio Holder (PH) is Cllr Virginia Gay, the Council’s Senior Reporting Officer (SRO) is Robert Young and the internal Project Manager is Kate Rawlings. Various other technical experts from within the Council are involved in the project as appropriate ways. The</p>	<ul style="list-style-type: none"> • Project governance for the construction phase has been established and the first two monthly cycles of meetings have been held. • An audit of the project to-date is being undertaken • The revised Project Initiation Document will be kept under review 	<p>Routine meeting and briefing procedures are now being followed (including those agreed by O&S Committee)</p> <p>The outcome of the audit will be reported through the usual procedures and the project team will take note and respond accordingly to any relevant recommendations</p>

<p>Communications</p>	<p>The Communications Plan covers:</p> <ul style="list-style-type: none"> • Planned activities at key milestones • Responses to issues and events as they occur • Routine communications to interested 	<ul style="list-style-type: none"> • Official 'spade in the ground' ceremony in held 29 October 2019 received coverage in EDP and North Norfolk News and on social media • Communications plan enhanced by activities planned in conjunction with Metnor 	<p>The revised communication plan will be shared with members once complete.</p> <p>Concerns regarding resources and capacity in the Council's Communications team are of concern.</p>
------------------------------	---	--	--