

Sheringham Leisure Centre: project update June 2021

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 of phases 1 & 2 of the project (completion of the new building, demolition of Splash and completion of car park) originally programmed to be 29 Aug 2021.	As was reported at the last meeting, the revised contractual completion date was 16 th August 2021; however, it has proven difficult for earlier delays to be recovered and the contractor Metnor has reported the project is currently two weeks behind schedule. It is therefore anticipated that a revised contractual completion will be agreed as 31 st August.	Work on site is progressing well but there have been some supply issues with products being late or not of the required specification. It has not been practical to just bring more staffing to site in order to catch up for fears that the build quality would suffer. All parties will use their best endeavours to complete the project earlier but it is considered wisest to work on the basis of the centre opening at the end of August, in order to give time for the operator to set up and undertake the necessary training and familiarisation prior to opening.
Budget	£12,697,139	£12,832,942	No change to overall budget compared to that previously reported.
Issues log		Minor issues are being dealt with by the project team and Project Board	Some of the landscaping around the Skate Park is being re-modelled to address its juxtaposition with the new car park. There may be a need to re-close the skatepark while work is carried out, but the Skate Park users are being kept informed. The project team are working closely with colleagues who are dealing with the proposed disposal of the adjacent 'enabling' land and efforts are being made to ensure the two developments, during construction and once completed,

			can operate effectively together.
Risk log	A risk log is being maintained. These are routinely monitored and revised, and controls are introduced to manage/mitigate risks and provide assurance	The risks remain as previously reported. The risk log will be updated to take account of the current situation and any anticipated risks, with mitigation.	As the project approaches the final stages many of the risks have now been closed.
Project Governance	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. The Council has procured the services of: an Employer's Agent, Project Manager and Cost Consultant (all provided by REAL Consulting); a Technical Architect (Saunders Boston Architects); and a Mechanical, Electrical and Pool Filtration Consultant (Silcock Dawson)	Under the newly adopted project governance arrangements, a Project Board has been established and it had its first meeting on 19 th May. The project team and responsibilities remain unchanged and meetings and reporting are occurring as scheduled. Meetings have largely been virtual, however, regular site visits have also taken place, as appropriate.	The first project board has been held in accordance with the Council's new project management arrangements.
Communications	<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 parties (including via the website) 	<ul style="list-style-type: none"> The timelapse video is regularly updated (last updated 24 May) and can be viewed at: https://www.north-norfolk.gov.uk/tasks/projects/timelapse-video/ 	Local schools have produced some excellent material to put into the time capsule that is to be buried at the entrance to the building. If members have any further suggestions for items please email them to newleisurecentre@north-norfolk.gov.uk asap. Arrangements for the official opening of The Reef are still being considered in conjunction with Everyone Active.

