

## Sheringham Leisure Centre: project update July 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.

	<b>Forecast/ expected position</b>	<b>Current position</b>	<b>Notes/ comments</b>
<b>Time</b>	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 31 August 2021; however, it has since come to light that key materials that are critical to the completion of the pool tank have proven difficult to obtain (due to the pressure imposed by the pandemic and delays with the importation of goods). This is likely to delay pool filling and testing. A target completion date of 17 <sup>th</sup> September is therefore being realistically contemplated.	Work on site is progressing well but there have been some supply issues with products being late or not of the required specification. 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 in September (to allow sufficient contingency) and to give time for the operator to set up and undertake the necessary training and familiarisation prior to opening.
<b>Budget</b>	£12,697,139	£12,826,794	No significant change to overall budget compared to that previously reported (please see detailed budget breakdown in Appendix 1)
<b>Issues log</b>		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 was a need to re-close the skatepark while work was 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. The

			project team are also liaising closely with Sheringham Sports Association over boundary design matters.
<b>Risk log</b>	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 had been considered closed; however, matters relating to the supply of materials – a national problem for the construction industry – had not been anticipated. It had been assumed that the UK's exit from the EU would not impact upon this project and that the project had largely escaped the direct impacts of the pandemic; although it seems the lag in materials supply is hitting this project at a critical time.
<b>Project Governance</b>	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 has met twice so far. The project team and responsibilities remain unchanged and meetings and reporting are occurring as scheduled. Meetings have largely been virtual, however, more frequent site visits have taken place, in order to understand and address issues in a timely fashion, as appropriate.	The project board has met in accordance with the Council's new project management arrangements.
<b>Communications</b>	The Communications Plan covers: <ul style="list-style-type: none"> <li>Planned activities at key milestones</li> </ul>	<ul style="list-style-type: none"> <li>The timelapse video is regularly updated and can be viewed at: <a href="https://www.north-">https://www.north-</a></li> </ul>	Local schools have produced some excellent material to put into the time capsule and a date for its burial has been set for 20 <sup>th</sup> July. It

	<ul style="list-style-type: none"><li>• Responses to issues and events as they occur</li><li>• Routine communications to interested parties (including via the <a href="#">website</a>)</li></ul>	<a href="http://norfolk.gov.uk/tasks/projects/timelapse-video/">norfolk.gov.uk/tasks/projects/timelapse-video/</a>	<p>is to be buried at the entrance to the building. If members have any further suggestions for items please email them to <a href="mailto:newleisurecentre@north-norfolk.gov.uk">newleisurecentre@north-norfolk.gov.uk</a> asap. Arrangements for the official opening of The Reef are still being considered in conjunction with Everyone Active. The affixing of the signage to the western elevation (details of which have been submitted to planning) will be a significant milestone in communicating the project.</p>
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