

Committee(s): Policy, Resource and Economic Development	Date: 11 th September 2019
Subject: Brentwood Centre – feasibility study	Wards Affected: All
Report of: Kim Anderson, Partnership, Leisure and Funding Manager	Public
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Summary

This report sets out the requirements to commence works on a feasibility study for the Brentwood Centre building which will inform the overall master planning for the Brentwood Centre site. At Extraordinary Council on 30 July 2019 members agreed the business case for the King George’s Playing Fields improvements which included a recommendation for officers to appoint a contractor to undertake a feasibility study for the development of a football hub on the Brentwood Centre site.

Subject to Members agreement to the allocation of £51k to commence the feasibility works, the preferred development envelope for the Centre will be identified, options on a preference of a refurbishment or a rebuild and to identify the indicative costs for each of these options. The feasibility works at this stage will provide high level options for the Council to consider which will need to be agreed by Members before more detailed works are commissioned, dependent on the preferred options coming out of this first stage.

It is also recommended that a Cross Party Working Group be established to look at whether the material function of the Brentwood Centre remains the same, that the core components are still relevant and to also look at other options to ensure that a viable facility mix is developed as part of the overall master planning for the site which will be key to the future success

Recommendation(s)

Members are asked to:

- That Members agree to the allocation of £51k to commence the feasibility works on the Brentwood Centre; and
- That a cross party working group be established with the Leader of the Council, Deputy Leader of the Council, Chair of Policy Resources and Economic Development, Chair of Community and Health Committee together with one nominated Member from the Liberal Democrats, one nominated Member from Labour and one nominated Pilgrims Hatch Ward Councillor representative that can provide input into the development of the proposals

Main Report

Background

1. The Leisure Strategy was agreed at Policy, Projects and Resources Committee on 18 September 2018.
2. It was agreed by Members that the first project were the improvements to King George's Playing Fields. This project is in progress and the business plan and budget have been agreed. Part of the business plan for this project was to commence feasibility works on the football hub development on the Brentwood Centre site (on playing fields adjacent to the Brentwood Centre).
3. In order to inform the overall master planning for the whole Brentwood Centre site, future options for the Brentwood Centre also need to be considered, albeit at a high level at this stage. The Council needs to decide whether the material function of the Brentwood Centre remains the same, are the core components of the Centre still relevant and what other options should be considered on the site e.g. hotel as part of a leisure offer.
4. Brentwood Leisure Trust currently manage the Brentwood Centre building and have a lease until 2034. Under the terms of the lease the Council may terminate the lease with 6 months' notice. The Council still has landlord responsibility so it would be for the Council to fund any feasibility study to identify future options for the Council and the Centre. The CEO of Brentwood Leisure Trust is aware that this report is going to Policy, Resources and Economic Development Committee.
5. A number of options need to be agreed as part of the master planning, and it is proposed that a cross party working group be established to input into the development of the proposals. These will include options to refurbish or rebuild, the location of a rebuild (if that is the preferred option), and identify the optimum facility mix for the building.
6. The Brentwood Centre building currently provides a variety of sports, health and fitness programmes, provides a venue for live entertainment and various events and fairs. The cross-party working group will need to consider whether this is to remain the same, is still relevant and to also consider other options.
7. An internal condition survey on the Brentwood Centre has been completed and will be used to inform the feasibility study. Over the few years a number

of capital projects have been completed in the Centre as part of the Council's landlord's responsibility.

8. Senior Officers, the Leader of the Council and the Chair of Community and Health Committee are having regular meetings with the Chief Executive of Brentwood Leisure Trust and Trustees to ascertain their short, medium and long-term plans for the Brentwood Centre until the end their current lease.
9. The Council as part of the lease obligations has landlord responsibility for the building and needs to ensure that any future capital works required for the centre are identified and form part of planned maintenance programme for 5,10, and 15 years until the end of the current lease. This will inform the Council's capital programme and Medium-Term Financial Plan.
10. The Council needs to ensure that any future investment into the Brentwood Centre is providing best value for money to our residents and that it enables the continual viability of the Centre to deliver a programme of activities that meet the requirements of residents now and in the future.
11. As part of the master planning for the whole site the feasibility work will identify some key desirables for the site (mandatory, desirable, wish list) through input from Members, Officers, Brentwood Leisure Trust, together with the consultants, set out the preferred options for the Brentwood Centre and the whole site.
12. This feasibility work is the first stage in lengthy project which will require further agreement on options with input and consultation from key stakeholders and any planning considerations. The feasibility report will come back to the relevant Committee for consideration by Members.

Issues, Options and Analysis of Options

13. The Brentwood Centre is one of the Borough's key leisure facilities and is the Borough's only pay and play leisure facility.
14. The Brentwood Centre is one of the Borough's key leisure facilities and is the Borough's only pay and play leisure facility. The feasibility works at this stage will provide high level options for the Council to consider which will need to be agreed by Members before more detailed works are commissioned, dependent on the preferred options coming out of this first stage.
15. The feasibility works will be broken down as follows:
 - a) Client Briefing - understanding the client's aspiration – to understand that the work would need to consider both a refurbishment and new

build options – the brief would be slightly different for each of these options

- b) Site analysis – this will identify the full extent of the site available with opportunities that exist and would include a SWOT of the site looking at the infrastructure, neighbouring buildings and uses, manmade and natural features
 - c) Desk top site study – this will look at the history of the site and is the first stage of surveys and will reveal any further survey work required
 - d) Outline design options - The size of the overall site will offer multiple options for building location, for both new build and refurbishment options
 - e) Pre-app planning - We would recommend that a pre-app is made to confirm that the team are on the right tracks with the design
 - f) Preferred design options – Following feedback from cross party working group and planning policy department, then prepare the preferred design, hopefully at this stage either new build or refurbishment would have been resolved, however if that is unclear then an outline plan design for each
 - g) Programme – provide a detailed RIBA work-stage programme with key milestones – this will also assist in predicting inflation for the cost plans
 - h) Risk register noting all of the key project risks
 - i) Presentation to elected members and officer panel tbc.
16. As part of a condition survey of the Council’s assets, a survey on the Brentwood Centre has been completed. This will identify any future capital works for the Centre which are the Council’s responsibility as landlord. Information from the condition survey will also provide input into the feasibility works and help to determine preferred options for the Brentwood Centre.
17. The Council needs to ensure that any future investment into the Brentwood Centre is providing value for money and the facilities are meeting the requirements of our residents and visitors.
18. This will be a large project and will develop over a number of years it is recommended that a cross party working group be established with the following Members to develop the proposals:
- Leader of the Council
 - Deputy Leader of the Council
 - Chair of the Policy Resource and Economic Development Committee
 - Chair of the Community and Health Committee
 - One Member of Liberal Democrat Party

- One Member of the Labour Party
- One nominated Pilgrims Hatch Ward Member

Reasons for Recommendation

19. As part of the Council's due diligence in delivery a successful Leisure Strategy, Members and officers need to have a complete picture of the current associated costs, risk profiles of the Borough's Leisure facilities and identify opportunities for income generation.
20. Comments from Sport England as part of the Local development Plan consultation, stated that a Leisure Strategy is required that assesses Council owned sports and leisure facilities in order that the Council can continue to work with partners to ensure that appropriate provision is made for the residents of Brentwood. The strategy should not only consider how the Council can provide services, but also how other partners can. The strategy should also use current sports facility evidence to identify strategic priorities to then inform what will be included in the Council's Infrastructure Delivery Plan. Following this feasibility work, the Council will then be able to determine which projects will be funded by the Community Infrastructure Levy (CIL) and those funded by planning obligations.
21. The Council's Asset Management Strategy 2014/15 also sets out the need to obtain and maximise income where possible from its asset portfolio.
22. The Brentwood Centre feasibility will support the majority of the workstreams of the Council's Leisure Strategy.
23. The Brentwood Centre development supports the strategic improvement of sport, health and leisure facilities across the Borough which will support the health and wellbeing of the residents and visitors.

References to Corporate Plan

24. The Leisure Strategy sits under two main strands of the Vision for Brentwood 2016-19: Environment and Housing Management to develop a Leisure Strategy to provide strong and sustainable leisure facilities for residents and businesses; and Community and Health - to work with community and voluntary organisations to develop the priorities for community development. There are also strong links for the priorities of the Council's Health and

Wellbeing Strategy 2014-2017, the Local Development Plan, Active Brentwood/Essex and the Council's Asset Management Strategy 2014/15.

Implications

Financial Implications

Name & Title: Phoebe Barnes, Corporate Finance Manager

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25. The feasibility works have been broken down as follows:

	Cost £
Financial modelling	19,500
Architectural support/drawings	22,500
Feasibility coordination	5,000
Build cost check / analysis	4,000
Total	51,000

26. Under Landlord responsibility the Council will need to identify any future costs associated with one of its assets to ascertain its long-term viability and future options.
27. The costs of the feasibility works will be met from the Council's reserves. Once the feasibility works are completed the feasibility report will be reported back to Community and Health Committee and Policy, Resources and Economic Development Committee. The completed report will identify the future costs, options for build works, preferred feasibility mix and preferred location if relevant (new build option) to the Council.
28. The Council will seek to maximise any external contributions, which would reduce the cost of borrowing to the Council due to the reduction in the total project costs. The amount of any possible external contributions is currently unknown, therefore it will be monitored and reflected within the Council's Medium-Term Financial Plan and in the feasibility report once completed.
29. Development costs and funding of potential future projects will need to be considered and built into the Council's Capital Strategy and Medium-Term Financial Plan.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor and Deputy Monitoring Officer

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30. The recommendations set out within this report are within the Council's powers and duties. The Council has power under s1(1) of the Localism Act 2011 to do anything that individuals generally may do, provided it is not prohibited by legislation and subject to public law principles. There is no express prohibition, restriction or limitation contained in a statute against use of the power in this way. In addition, s111 of the Local Government Act 1972 gives a local authority power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.
31. The Council has ownership of the Brentwood Centre and is bound by its obligations as landlord set out in the lease with Brentwood Leisure Trust.
32. The recommendation will underpin the Council's Leisure Strategy and support the Local Development Plan.
33. Any procurement exercise must be carried out in compliance with EU directives, UK procurement regulations and the Council's Constitution.

Economic Implications

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34. As the main provision of indoor leisure facilities in the borough, the Brentwood Centre has an important economic role. It will be important to maintain and enhance economic benefit as a result of future options on site. The Economic Development Team will provide advice and assistance as required to aid the feasibility study process.

Background Papers

Leisure Strategy

Lease agreement between Brentwood Borough Council and Brentwood Leisure Trust
2009

Brentwood Centre Condition Survey

Appendices to this report

None.