**LEISURE, WELLBEING AND HEALTH COMMITTEE**

**29 JUNE 2016**

**PART I - DELEGATED**

**9. CONDITION SURVEY REPORT ON WATERSMEET**

(DCES)

1. **Summary**

1.1 The purpose of this report is to advise Committee of indicative capital expenditure for Watersmeet over the next five years

2. **Details**

 **Background**

* 1. Following a recommendation from the Leisure, Wellbeing and Health Committee meeting in November 2015 to review the ventilation of the auditorium at Watersmeet, a condition survey report was commissioned.
	2. Once produced, discussions took place with Property Services and a revised budget cost projection plan was produced.
	3. In the past Watersmeet has had a number of capital budgets allocated to it.
	4. Presently, there are the following capital budgets allocated to Watersmeet:
* Improvements - £2,200 has been rephased from 2015/16
* Whole life costings - £1,500 has been rephased from 2015/16
* Building doors and signage – A budget of £17,000 has been allocated for this project
* Whole life costings - £19,000 for 2016/17, £15,000 for 2017/18 and £15,000 for 2018/19
* Air conditioning and heating for the Colne Room, Lobby and Administration - A budget of £32,000 has been allocated for this project.
1. **Condition Survey report – main findings and budget cost projections**

* 1. From the table below, projected Capital Costs for Watersmeet over the next 5 years is £499,200. Budgets have been allocated for all of the 2016/17 projects. For the period 2017/18 to 2020/21, there are projected capital costs of £427,500, of which only a budget of £30,000 has been allocated against them i.e. whole life costings of £15,000 for 2017/18 and 2018/19.
	2. Of the £427,500 projected capital costs for the period 2017/18 to 2020/21, £76,000 is considered to be essential and £351,500 recommended.
	3. Building doors and signage (Project 3.6 below) are due to be completed by mid-July.
	4. Air conditioning and heating for the Colne Room, Lobby and Administration (Project 1.6 below) will be combined with Auditorium Heat Reclaim (Project 1.2 below) and they are due to be completed by November 2016.

A heat reclaim system would reclaim in the order of 70% of the energy presently being expelled to atmosphere. This energy would be returned to the supply air handling units to boost the primary energy source, which would then only need to

‘top up’ the primary thermal input. Once completed, there will be revenue saving of circa £700 annum.

* 1. The table below shows the budget cost projections.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project** | **Essential (E) or Recommended (R)** | **2016/17** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
|  |  | £ | £ | £ | £ | £ |
| **Carbon Footprint Measures** |  |  |  |  |  |  |
| 1.1 Heating Boilers | E |  | 52,000 |  |  |  |
| 1.2 Auditorium Heat Reclaim | E | 17,000 |  |  |  |  |
| 1.3 External Lighting | R |  |  | 8,000 |  |  |
| 1.4 Stage Lighting | R |  |  | 35,500 | 24,000 | 23,500 |
| 1.5 WC Lighting | R |  | 4,000 |  |  |  |
| 1.6 Colne Rm Admin AC | E | 32,000 |  |  |  |  |
| **H&S Measures** |  |  |  |  |  |  |
| 2.1 Roof Access | R |  | 40,000 |  |  |  |
| 2.2 Stage AHU Access | R |  | 12,000 |  |  |  |
| **End of Life Measures** |  |  |  |  |  |  |
| 3.1 Main Roof | E |  |  | 5,000 |  | 5,000 |
| 3.2 Stage Hydraulics | R |  |  |  | 30,000 |  |
| 3.3 Heating Pipework mods | R |  | 25,000 | 20,000 |  |  |
| 3.4 Hot Water Services | R |  | 12,000 | 10,000 |  |  |
| 3.5 Auditorium & Stage AHUs | ER | 5,700 |  | 25,000 | 30,000 |  |
| 3.6 Front Doors and Signage\* | E | 17,000 |  |  |  |  |
| **General Recommendations** |  |  |  |  |  |  |
| 4.1 Daybreak water meter | R |  | 2,500 |  |  |  |
| 4.2 CCTV Upgrade | R |  |  |  |  | 12,000 |
| 4.3 BMS Monitoring | E |  | 5,000 | 4,000 | 5,000 |  |
| 4.4 Upgrade of Female toilets | R |  |  | 38,000 |  |  |
| **Total** |  | **71,700** | **152,500** | **145,500** | **89,000** | **40,500** |

 \* £4,654 of the £17,000 budget for the front doors and signage (Project 3.6) was spent in 2015/16.

* 1. The three major capital projects identified in the budget cost projections for 2017/18 are the replacement of the heating boilers (Project 1.1), access to main roof (Project 2.1) and heating pipework distribution system (Project 3.3).
	2. It is considered essential that the existing heating boilers are replaced. The existing boilers are of the inefficient atmospheric type with an efficiency of less than 80%. The remaining heat is discharged through the boiler flues to atmosphere, which is reflected in the energy bill for their use.

Replacement of these boilers to new condensing boilers would provide an efficiency of up to 98% resulting in a substantial energy saving together with a reduction in the Carbon Monoxide footprint for the building.

It is also recommended that the boiler flue system be upgraded together with the associated controls to provide a dedicated and more efficient control of the existing heating system.

The replacement of the existing heating boilers is expected to result in revenue saving of circa £1,800 per annum

* 1. At present the access to the main roof is via a vertical steel ladder located on the East side of the building in the children’s nursery area, which is not good practice. It has therefore been recommended for safer ease of access that an alternative way to access the roof be considered.

3.9 Replacement and redesign of the pipework serving the heat emitters, i.e. radiators

and convector heaters, should be considered to enhance the layout and control of

circuits to provide zoning that would enable the system to perform more efficiently.

Zonal and heating controls to be installed controlled by the BMS system.

The Colne Room heating to be weather compensated using variable speed pumps or balance valves via the BMS system.

Once completed, this is expected to result in revenue saving of £1,000 per annum.

4. **Way Forward**

4.1 Capital bids for 2017/18 will be submitted following the Council’s procedures and protocols.

5. **Options/Reasons for Recommendation**

 5.1 The purpose of this report is to advise Committee of the projected capital costs for Watersmeet between 2017/18 to 2020/21.

6. **Policy/Budget Reference and Implications**

6.1 The recommendations in this report are within the Council’s agreed policy and budgets for 2016/17. However, from 2017/18 onwards further budgets may be required if the capital bids are approved.

 The relevant policy is entitled:

**Community Strategy 2012 - 2018:**Priority 1: Children and Young People’s Wellbeing

Priority 2: Health and Disability

Priority 3: Adult Skills and Employment

Priority 4: Crime and Anti-Social Behaviour

6.2 **Three Rivers District Council Strategic Plan 2015 – 2018:**

1.1.1 Reduce anti-social behaviour and crime

1.3.1 Improve and facilitate access to leisure and recreational activities for adults

1.3.2 Contribute to partnership working to reduce health inequalities

1.3.3 Provide a range of supervised leisure activities and facilities for young people.

2.1.2 Minimise waste and optimise recycling.

 2.1.5 Minimise energy and water consumption, reduce CO2 emissions and increase the use of renewable energy.

3.1.2 Champion the local economy

4.1.1 We will strive to improve and maintain service standards for all services.

4.1.2 We will strive to improve and monitor customer satisfaction

4.1.3 We will inform and update customers about the Council’s work and services.

4.2.1 We will manage our financial resources to deliver value for money.

6.3 **Leisure and Community Services Service Plan 2015 – 2018**

**7**. **Financial Implications**

7.1This programme of works and costs are indicative – agreement to the programme does not confer budget approval or allocation. Current approved budgets are as listed in paragraph 2.4. Funding for the 2016/17 projects is available from existing approvals and rephasing of previous year budgets. There is only £30,000 of approved capital budget available for later years. Any additional budget requirements will have to be bid for as part of the 2017/18 budget setting process and approved by Council in February 2017.

8. **Legal Implications**

8.1 None specific.

9. **Equal Opportunities Implications**

9.1 **Relevance Test**

|  |  |
| --- | --- |
| Has a relevance test been completed for Equality Impact? | Yes  |
| Did the relevance test conclude a full impact assessment was required? | No  |

10. **Staffing Implications**

10.1 The tendering and project management of the capital works will be carried out by Property Services in conjunction with the Venue Manager of Watersmeet.

11. **Community Safety Implications**

11.1 None specific.

12. **Public Health Implications**

12.1 None specific.

13. **Customer Services Centre Implications**, **Communications and** **Website Implications and Environmental Implications**

13.1 The website will be kept updated with progress on specific projects.

14. **Risk Management and Health & Safety Implications**

* 1. The Council has agreed its risk management strategy which can be found on the website at http://www.threerivers.gov.uk. In addition, the risks of the proposals in the report have also been assessed against the Council’s duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.
	2. The subject of this report is covered by the Leisure and Landscape and Environmental Protection service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within these plans.
	3. The following table gives the risks if the recommendations are agreed, together with a scored assessment of their impact and likelihood:

|  |  |  |
| --- | --- | --- |
| Description of Risk | Impact | Likelihood |
| 1 | Insufficient resource to procurement and project manage the projects | 111 | E |
| 2 |  Scope of a number of the projects will need final definition | 111 | E |

14.4 The following table gives the risks that would exist if the recommendation is rejected, together with a scored assessment of their impact and likelihood:

|  |  |  |
| --- | --- | --- |
| Description of Risk | Impact | Likelihood |
| 3 | Insufficient Capital available for projects leading to potential closures and building not being deemed fit for purpose | IV | B |

14.5 Of the risks above the following are already included in service plans:

|  |  |
| --- | --- |
| Description of Risk | Service Plan |
| No | 1, 3 | Leisure and Landscape |

14.6 The above risks are plotted on the matrix below depending on the scored assessments of impact and likelihood, detailed definitions of which are included in the risk management strategy. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood are plotted in the shaded area of the matrix. The remaining risks require a treatment plan.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Likelihood** | A |  |  |  |  |  | Impact | Likelihood |
| B |  |  |  | 3 |  | V = Catastrophic | A = >98% |
| C |  |  |  |  |  | IV = Critical | B = 75% - 97% |
| D |  |  |  |  |  | III = Significant | C = 50% - 74% |
| E |  |  | 1,2 |  |  | II = Marginal | D = 25% - 49% |
| F |  |  |  |  |  | I = Negligible | E = 3% - 24% |
|  | I | II | III | IV | V |  | F = <2% |
| **Impact** |  |  |

14.7 In the officers’ opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of treatment plans are reviewed by the Audit Committee annually.

15. **Recommendation**

 The Leisure, Wellbeing and Health Committee approves

15.1 for capital bids from Watersmeet to be submitted as part of the Council’s budget process for 2017/18.

Report prepared by: Ray Figg, Leisure Manager

 **Data Quality**

Data sources:

Data checked by: Josh Sills, Venues Manager of Watersmeet

 Data rating:

|  |  |  |
| --- | --- | --- |
| 1 | Poor |  |
| 2 | Sufficient | **✓** |
| 3 | High |  |

 **Background Papers**

None