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DATE: 19 June 2015

RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Meeting to be held on Wednesday 24 June 2015

Please see the attached reports marked “to follow” on the agenda.

8.1 BROMLEY MYTIME INVESTMENT FUND PROPOSALS 2015/16 (Pages 3 - 12)

The attached report originally marked ‘to follow’ at Item 9 of the published agenda, will now be considered as an exempt report under Part 2 of the meeting for the reason given below:-

15 BROMLEY BUSINESS IMPROVEMENT DISTRICT (BID) PROPOSAL (Pages 13 - 68)

Part 2 Reason - Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**Copies of the documents referred to above can be obtained from
<http://cds.bromley.gov.uk/>**

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Report No.
DRR15/071

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PORTFOLIO HOLDER FOR RENEWAL AND RECREATION

Date: For Pre-Decision Scrutiny by the Renewal and Recreation Policy Development and Scrutiny Committee on Wednesday 24th June 2015

Decision Type: Non-Urgent Executive Non-Key

Title: MYTIME ACTIVE - INVESTMENT FUND PROPOSALS 2015/16

Contact Officer: Colin Brand, Assistant Director Leisure and Culture
Tel: 020 8313 4107 E-mail: colin.brand@bromley.gov.uk

Chief Officer: Executive Director of Environment & Community Services

Ward: (All Wards);

1. Reason for report

This report provides the Renewal & Recreation Policy Development and Scrutiny Committee and Portfolio Holder with Mytime Active's (Mytime) five year Investment Fund proposals. Mytime are seeking approval for the remaining balance of the Investment Fund up to and including 2015/16 to be released to deliver the schemes as detailed in appendix 1.

2. **RECOMMENDATION(S)**

- 2.1 That the Renewal & Recreation Policy Development and Scrutiny Committee note the content of this report and provide their comments to the Portfolio Holder.
- 2.2 That the Renewal & Recreation Portfolio Holder note the contents of this report, including the comments from the PDS Committee, and agree that all of, or part of, the £1.51m balance of the Investment Fund be released to Mytime to deliver the projects proposed in 2015/16 (Year 12) of Mytimes rolling five year investment proposals as detailed within Appendix 1.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Quality Environment:
-

Financial

1. Cost of proposal: £1.555m, although only funding of £1.51m is available to contribute towards to the cost of the proposals
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Capital Programme
 4. Total current budget for this head: £1.51m
 5. Source of funding: Capital Programme (Investment Fund)
-

Staff

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: None:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Approximately 2.8 million attendances per annum across the leisure centres.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

- 3.1 Under the contractual arrangements contained within the Deed of Variation agreed between Mytime and the Council on 1st November 2011, Mytime shall provide an Annual Report to the Council, and prior to the submission of the Annual Report they shall prepare and agree with the Council its updated rolling five year Investment Programme.
- 3.2 At the Renewal and Recreation PDS and Portfolio Holder meeting of 18th November 2014, Mytime submitted its Annual Report to the Council for 2013/14 and details of their investment fund proposals for 2015/16 which were to upgrade facilities at Beckenham Spa.
- 3.3 The Renewal and Recreation Portfolio Holder resolved at that meeting to agree the release of £330k from the Investment Fund to Mytime, in respect to their proposals for the Beckenham Spa.
- 3.4 Members may also recall that there is still an accumulation of Investment Fund monies that the Council retains, which including the 2015/16 allocation, now amounts to £1.51m. The accumulation of funds has occurred as historically Council Officers have requested clarity from Mytime regarding their previous Investment Fund proposals notably for 2014/15, however no further details were received from Mytime and therefore no updated proposals were brought before this Committee for consideration.
- 3.5 Under the terms of the existing contract between Mytime and the Council, Mytime shall normally submit the Investment Fund to the Council for its approval by 1 October in the year that immediately precedes the date on which it commences, as part of the submission of the Annual Delivery Plan. In more recent communication between Mytime and the Council, Mytime have requested that the Investment Fund proposals for 2015/16 be submitted to this Committee for consideration. Mytime have therefore recently submitted to Officers their 5 year rolling Investment Fund programme, including proposals for 2015/16. Mytime is now seeking the release the £1.51m balance of the Investment Fund, to contribute towards the delivery of their 2015/16 proposals.
- 3.6 In summary the Mytime 2015/16 proposals are for the following improvements:
- | | |
|---|----------------|
| Beckenham Spa: Upgrade key customer facing services | £110k |
| Walnuts Leisure Centre: Upgrade key customer facing services | £140k |
| Pavilion Leisure Centre: Pool upgrades / increase swimming pool features | £500k |
| Across Leisure Centre portfolio: Improve wet side changing | £300k |
| Across Leisure Centre portfolio: Rolling programme of gym kit improvements | £355k |
| High Elms Golf Club Provide access to second floor / introduce downstairs bar | £150k |
| Total | £1,555k |
- 3.7 The Mytime 2015/16 proposals accord with previous schemes that Mytime have delivered through Investment Fund monies approved by the Council. The 2015/16 proposals seek to upgrade the facilities and improve the customer experience across the Mytime portfolio.
- 3.8 Members may recall from the meeting on 18th November 2014 that the Council and Mytime are currently having discussions into the long term contractual relationship between both parties. Some of the longer term issues around Mytimes future operation and service planning are included within those discussions, which are currently still ongoing.
- 3.9 Subject to the Investment Fund proposals within Appendix 1 being agreed at this Committee, the Council will need to receive detailed costings, plans and drawings for the proposals, which will need to be considered and agreed by Officers from the Councils Property Section to

ensure that the Council as the landlord is agreeable to the changes being proposed. This is normal procedure for any schemes that may have a structural impact on the building.

- 3.10 The investment Fund will continue to be administered by the Council through the 'agency agreement' between the Council and Mytime and used for previous Investment Fund spending.

4. POLICY IMPLICATIONS

- 4.1 The proposals support the Councils Building a Better priorities.

5. FINANCIAL IMPLICATIONS

- 5.1 Mytime have submitted proposals to spend the current balance of the Investment Fund to contribute towards the £1.555m cost of the improvements detailed in 3.6 and Appendix 1.
- 5.2 The current balance of the Investment Fund held within the capital programme, including the 2015/16 allocation, is £1.51m.

Non-Applicable Sections:	Legal, Personnel
Background Documents: (Access via Contact Officer)	Mytime Active Annual Report 2013/14, Renewal and Recreation Portfolio Holder 18 th November 2014 Contractual documents between the Council and Mytime Active

Appendix 1(i)

Investment Fund 2015 / 2020 – MAJOR WORKS

The agreement between Mytime and the Council requires Mytime to submit proposals to the Council to develop a rolling programme of schemes to access the investment funding (inflated by RPIX each year – the assumption of 3% has been applied for now) – it is noted an accurate assessment will be required at point of approval in future years. The tables below provide our proposed schemes for 2015 / 2020. The schemes are representative of key service area improvements that will cover a number of liabilities however the Trust will not cover further works as per 2.3.3 of the deed of variation.

Investment Fund 2015/ 2016 (subject to discussion & agreement)

2015 / 16	Project	Project Details	Estimated Allocation	Capital Expenditure Analysis	Update/ Progress
Year 12	Addition Spa facility improvement (To £330K agreed)	To upgrade the key customer facing facilities to improve fundamental services .	£110,000	The following addition requirements: <ul style="list-style-type: none"> • A second access control system to dryside • Decoration throughout dryside of the building including re-tilling changing rooms floors and walls 	
Year 12	Upgrade facilities at the Walnuts Leisure Centre	To upgrade the key customer facing facilities to improve fundamental services	£140,000	To increase the café provision and improve the under 3's section of the soft play unit – increasing current attendance for this group range. F&B offering to become integrated into current mytime offering.	
Year 12	Pavilion swimming pool upgrades	To increase the swimming pool features at the Pavilion leisure pool.	£500,000	<ul style="list-style-type: none"> • Increase features for the under 8's (water cannons, additional slides and interactive water features. • New flume arrangement (pending feasibility) • Redecoration of swimming pool area (tiling and painting throughout) • Improvement into swimming pool changing rooms 	
Year 12	Wetside changing room and sanitary upgrades	To improve the wet side changing facilities across the portfolio	£300,000	<ul style="list-style-type: none"> • Both wetside changing rooms at the Walnuts • The changing Villages at Beckenham Spa • Minimal (rational) upgrades to West Wickham) <p>The above includes: New changing cubicles, locker arrangements (hire agreement to be considered), showers, toilets and vanity areas.</p>	

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Year 12	Gym kit improvements	Rolling programme of gym kit improvements.	£355,000	<ul style="list-style-type: none"> Full gym kit change-over for the Spa at Beckenham. 	
Year 12	High Elms Club House improvement	To provide access to the second floor of club house (DDA) and introduce downstairs spike bar.	£150,000	<ul style="list-style-type: none"> Introduce lift to provide access to second floor 	
YEAR 12		Year 12 Funds Available	£1,555,000 (assumption on holding account and year 12 allocation)		

Investment Fund 2016 / 2017 (subject to discussion & agreement)

2016 / 17	Project	Project Details	Estimated Allocation	Capital Expenditure Analysis	Update/ Progress
Year 13	Bromley Golf Course	To install adventure golf into BGC.	£300,000	To install a new user offering of adventure golf. An interactive (Weather proof) offering.	
Year 13	Gym Kit Rolling improvements	Gym rolling programme (Walnuts)	£250,000	Full kit renewal for remaining contract length.	
Year 13	Portfolio security upgrade (CCTV)	Renewal and upgrade of all CCTV operations in Bromley portfolio.	£116,689	Systems to move onto an IP platform for improved picture and addition sound quality. All saved centrally - improved H&S environment for users.	
YEAR 13		Year 13 Funds Available	£666.689		

Investment Fund 2017 / 2018 (subject to discussion & agreement)

2017 / 18	Project	Project Details	Estimated Allocation	Capital Expenditure Analysis	Update/ Progress
Year 14	Environmental Management	To install energy products in line with the environmental programmes to reduce CO2	£300,000	Schemes to be considered – - Photovoltaic Power installations	

Appendix 1(i)

	improvement			<ul style="list-style-type: none"> - Solar heating - Air source heat pumps - LED lighting fixtures & fittings. - Boiler / burner modifications 	
Year 14	Halls Sanitary Improvements.	A schedule of work to improve toilet facilities at Crofton, BPH and GH	£75,000	Improvements to include: <ul style="list-style-type: none"> • DDA toilet facilities at each site • Refresh / replacement of all current facilities including, toilets, sinks, urinals and vanity urinals. 	
Year 14	Bromley Golf Course	New equipment purchased as per rolling programme	£100,000	To refit fit grounds equipment for Bromley Golf Course.	
Year 14	Gym Kit Rolling improvements	Gym rolling programme (Walnuts)	£215,132	Full kit renewal for remaining contract length.	
YEAR 14		Year 14 Funds Available	£690,132		

Investment Fund 2018 / 2019 (subject to discussion & agreement)

2018 / 19	Project	Project Details	Estimated Allocation	Capital Expenditure Analysis	Update/ Progress
Year 15	Soft play Equipment refresh	Purchase and replace Buzz zone areas – including possible new features	£100,000	<ul style="list-style-type: none"> • Engage sport and play to improve existing offering and completed maintenance and cleaning programme. 	
Year 15	Halls decoration and refurbishment programme	Redecorate throughout the 3 borough halls – including furniture, tables and chair purchase	£200,000	<ul style="list-style-type: none"> • In addition to decoration programme to purchase new additional and refreshed trestle tables, and stacking chairs across the estate. 	
Year 15	Kitchen areas of the Bromley portfolio	Refit as per rolling programme the estate Kitchens – where necessary	£150,000	<ul style="list-style-type: none"> • Kitchen replacement upgrade at Spa, Walnuts, Pavilion, 	
Year 15	High Elms Grounds maintenance equipment	Refit as per rolling programme the grounds maintenance machinery at High Elms.	£260,835	<ul style="list-style-type: none"> • Refit as per rolling programme the grounds maintenance machinery at High Elms. (schedule to be confirmed) 	
YEAR 15		Year 15 Funds Available	£710,835		

Appendix 1(i)

Investment Fund 2019 / 2020 (subject to discussion & agreement)

2019 / 20	Project	Project Details	Estimated Allocation	Capital Expenditure Analysis	Update/ Progress
Year 16	West Wickham Gym Klt	Refit of gym kit as per rolling programme	£250,000	Full kit refresh for Wickham (dependent on build)	
Year 16	IT Software and Website improvement updates	Bromley portfolio IT upgrades.	£250,000	To include: <ul style="list-style-type: none"> • Web / application / kiosk upgrades and improvements. • Access control systems upgraded to include new access to card systems. 	
Year 17	Swimming pool Kit improvement	Purchase of new pool equipment	£32,161	To include, floats, lane ropes, Swim school equipment.	
YEAR 16		Year 14 Funds Available	£732,161 *(minus £200,000) £532,161		

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