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Minutes of a Meeting of the Community Centres Sub-Committee held on Thursday 3rd December 2020 at 5pm

Present:

Councillor Tandy (Chair)
Councillor Blanchard-Cooper
Councillor Chace
Councillor Long

2020/2021

This meeting is available to view using the following link:

https://youtu.be/R_6aXBFCD54

1. Election of a Chair

It was proposed that Councillor Tandy be elected Chair of the Sub-Committee. This proposal was duly seconded, and it was therefore **Resolved** that:

**Councillor Tandy be elected Chair of the
Community Centres Sub-Committee.**

2. Terms of Reference (ToRs)

Members had before them the ToRs that had been agreed at the Full council meeting held on 19th November 2020 (previously circulated). These had been updated to reflect the decision regarding representation. It was **Resolved** that:

The Terms of Reference be noted.

3. Virtual Meeting Protocol and Use of Mobile Devices

The Chair opened the meeting and explained how it would be conducted and the protocol that would be followed, including how any break in the proceedings due to technical difficulties would be managed.

4. Apologies

There were none.

5. Declarations of Interest

Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and/or prejudicial interests that they might have in relation to items on the Agenda. The standing declarations were noted, and Councillor Tandy declared a personal interest in agenda item 9.1, the new youth centre in Wick as Treasurer and Secretary of the Keystone Centre in Wick, which will be replaced by the new centre. Councillor Blanchard-Cooper redeclared his interest as an Arun District Councillor in agenda item 9.1, the new youth centre, as Arun District Council owns the land upon which the new centre will be built.

6. Chair's Report and Urgent Items

There were none.

7. Public Forum

In accordance with the Remote Meetings Protocol introduced by the Town Council, members of the public who wished to address the Council or any of its Committees during a remote meeting should have emailed their representations one clear working day before the meeting. There were none.

8. Exempt Business

It was **Resolved** that:

The public and accredited representatives of the press be excluded from the Meeting under Section 100 Local Government Act 1972 due to the confidential nature of the business to be conducted.

This item is a confidential report for Members of the Council only in accordance with Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, being information relating to the financial or business affairs of any particular person.

9. Officers Exempt Report

9.1. New Youth Centre in Wick

- 9.1.1.** The Assistant Town Clerk updated the Sub Committee on progress with the project. Following approval by Council of the design concept for the new building, work had continued on the preparation of surveys and documentation to support the planning application including discussions with

the District Council regarding the outdoor facilities. The Consultant Project Manager (Employers Agent) had also been appointed and had conducted an evaluation of the work completed to date to assess the timetable, specialist appointments and whether the project could be achieved within the funding parameters set.

- 9.1.2.** On this latter point, a Feasibility Estimate report (previously circulated to Members of the Sub Committee only) had been prepared which showed that based on the concept design, the cost to deliver the new centre was significantly higher than originally estimated. The Sub-Committee proceeded to receive a presentation from the Consultant Project Manager who explained that a detailed cost analysis (value engineering) exercise had been undertaken and highlighted a number of options that could deliver sizable savings.
- 9.1.3.** Members proceeded to review these options in more detail in terms of the aesthetics, function, and footprint of the building. The concept had been heavily influenced by the use of materials and the two-storey design. It was observed that whilst reducing the design to a single storey building would produce savings, the building needed to be able to fulfil its primary purpose as a youth centre and that the floor space needed to be both adequate and functional. The value engineering exercise had identified a number of areas where the specification and materials could potentially be altered without materially impacting the design. It was also apparent that the building could still achieve a reasonable standard of sustainability with compromises on some of the specifications.
- 9.1.4.** Overall, observing that significant work had already been completed in terms of site surveys and preparing documentation for planning, it was considered practical that the areas identified in the Feasibility Estimate report be explored urgently with the architects. This would provide more certainty that the project could be delivered within the funding parameters and reduce the likelihood of changes being required once the planning application was submitted. It was therefore **Resolved** that:

The value engineering savings options be explored further, and that the outcome be reported back to the Sub-Committee with a view to making recommendations for consideration by Council early in the new year.

The meeting closed at 7pm.

CHAIR