

PROGRAM

Business case		
	Start	Finish
Site Analysis	02/10/23	10/11/23
Scheme Review	13/11/23	01/12/23
Outline design	04/12/23	22/12/23
Public consultation	08/01/24	26/01/24
Prepare Business case	29/01/24	16/02/24
Business case approval	19/02/24	29/03/24
Funding Campaign	29/03/24	16/08/24
Site Legal	29/03/24	16/08/24
Approval To proceed detail design	01/04/24	01/04/24
Pre- construction		
Scheme Design	01/04/24	26/04/24
Prepare planning application	29/04/24	10/05/24
Planning consultation	13/05/24	28/06/24
Planning approval	01/07/24	12/07/24
Tender Design Information	15/07/24	23/08/24
Prepare tender Documentation	26/08/24	06/09/23
PTE	09/09/24	20/09/24
Approval to Proceed	23/09/24	04/10/24
Tender Period	07/10/24	15/11/24
Tender Approval	18/11/24	29/11/24
Construction		
Approval to proceed	02/12/24	06/12/24
Place Order	09/12/24	13/12/24
Mobilisation	16/12/24	03/01/25
Construction Period	06/01/25	19/12/25
Commissioning Period	22/12/25	23/01/26
Facility open	26/01/26	26/01/26
Proposed Project board meetings		

ESTIMATED PROJECT CAPITAL COSTS

Building Works	Area(m2)	Rate £/m2	Sub Total
Sub structure	340.00	552.00	187,680.00
Super structure	340.00	1,455.00	494,700.00
Building services	340.00	953.00	324,020.00
Cost Element 4			-
Cost Element 5			-
Cost Element 6			-
Sub Total			1006,400.00

Project Size Adjustment	At	0.98	986,272.00
Location Adjustments	At	0.95	927,095.68
External Works	At	15%	139,064.35
Risk Allowance	At	25%	231,773.92
Fee Allowance	At	12%	111,251.48
Indicative Project Total			£1,409,185.43

RISK REGISTER

Risk	Level	Mitigation
Construction costs exceed estimate	Medium	Budget for the Business Plan has been prepared based on Q4 2024 construction costs (£ per m ²). In addition, a contingency of 25% has been included in the calculations. Once the building plans are prepared by an appointed architect, a detailed cost plan will be prepared and the project budget managed by value engineering, for example reduce the area of new build and retain the existing Sussex Court facility for support accommodation.
Inability to obtain grants timed to fund construction	High	Several grant funding streams have been identified for the new Community Centre. Now that more detail has been provided on the nature and cost of the building to be procured more detail discussions can now be undertaken and firm commitments of funding secured.
Locate and procure site	Medium	Site analysis study has been commissioned to determine optimum location for new building on the adjacent park land.
Planning Permission for the new building	Medium	Pre-application advice will need to be sought from Warwick DC during the detailed design stage of the planning process and LPA advice will be included within the final application.
Insufficient income from new Community Centre to cover costs	High	The Business Plan includes a forecast of the likely income for the new Community Centre to reach the same level as similar centres in the area within 3 years. The plan also includes sensitivity models for a -10% and a +20% income levels. The new Community Hub was a key component of the Neighbourhood Plan and well supported in the Referendum. A marketing and promotional campaign will be carried out.
Replace existing garage spaces	Low	The former site proposal was occupied by several garages that are still used by residents. This area will now be used for parking only. Expanded site gives greater flexibility to address car parking issues.
Proposed Facility does not meet community need	Low	Following extensive community consultation, the project team will be confident proposed schedule of accommodation meets community requirement. Further consultation will be undertaken as the project develops.
Project Program exceeded	Low	Rigorous project management protocols will be followed. Client Variations will be minimised by adherence to clear project objectives. Careful consideration of procurement options will be considered to ensure the correct choice is made to deliver best value, including consideration of new methods of construction and of site manufacture.
New Administration at WDC	Medium	Creation of a project board to including representation from WDC.

Appendix 4

ISSUES LOG

Project: Parkmore's Community Centre						Date	March 2023
Issue	Description	Priority	Category	Responsibility	Status	Date Received	Resolution/Comments
001	Business plan Approval	High	Governance	GAP/WDC	Open		GAP Business Plan to be redrafted. WDC to Consider
002	Revenue Funding needs to be secured and confirmed from WDC	High	Funding	WDC	Open		GAP/WDC to discuss
003	Capital Funding needs to be secured and confirmed from WDC	High	Funding	GAP/WDC	Open		GAP/WDC/Charitable Trusts to agree access to possible funds and amount available
004	Access to initial capital fund to support pre-tender project development	High	Funding	GAP/WDC	Open		GAP/WDC/Charitable Trusts to agree access to possible funds and amount available
005	Client Detail Brief of new building to be issued	Medium	Design	GAP/WDC	Open		GAP/WDC to sign off on results of public conversation
006	Public consultation event to be arranged	Medium	Promotion and Marketing	GAP/WDC	Open		Concept drawings required
007	Site Availability to be confirmed	High	Funding	GAP/WDC	Open		GAP/WDC to discuss availability or location of alternative site following site analysis
008	Project Team to be appointed	Low	Governance	GAP/WDC	Closed		Membership agreed.
009	Ownership & Legal treatment of Asset to be agreed	Medium	Governance	GAP/WDC/Charitable trusts	Open		GAP/WDC/Charitable Trusts have a proposal for the Legal treatment of built asset. Proposal to be formally agreed, and set up.