

MAT

22nd April 2025

Title	Fordbridge Community Centre Alterations
Purpose of the report	To agree alterations to Fordbridge Community Centre
Report Author	Niky Rentall
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	
Corporate Priority	Community Service delivery
Recommendations	MAT is asked to: <ol style="list-style-type: none"> 1. To endorse the Council's approach of improving the flexible use of space in the Fordbridge Community Centre by means of internal reconfiguration. 2. To endorse the use of external funding to fully fund the alterations.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> Centre Manager at Fordbridge was approached by a Councillor after the alternations were completed at Greeno and asked if there was any works were required at Fordbridge as there would be funding available in the same way as it was for Greeno. A requested 	<ul style="list-style-type: none"> To improve space, flexibility for members and potentially improve food margin.

was made for updating the main hall, T-bar and new extension area	
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> A new internal reconfiguration of the main hall, including the T-bar & new extension. 	<ul style="list-style-type: none"> An application has been made and agreed by Your Fund Surrey with the support of Cllr Sexton and if this report is approved then the works can start.

2. Key Issues

- 2.1 The clerk of works has received an indicative alteration cost in the region of £42,208.00 plus VAT with the associated architect's fees and including a contingency.
- 2.2 The suggested timeline is in the region of three weeks.
- 2.3 There shouldn't be too much impact on the centre, as the heavy work will be carried out during out of hours. This work will require a detailed risk assessment, this will be carried out by the Manager at the centre along with the senior building manager.
- 2.4 Fordbridge is a busy centre and to help accommodate ever increasing footfall during covid an extension was put in extending the hall on the lower floor, it has increased in numbers, a busy day used to be 86 members, now it can be up to 150 members. The alteration will improve flexibility and member circulation in the Centre
- 2.5 Service managers alongside our Health and Safety colleagues will need to assess the changes to fire risk and fire suppression considering the new configuration.
- 2.6 The reconfiguration will allow the staff at Fordbridge to offer more flexible space, and enable the manager to show case the fresh cakes, fruit, sandwiches and drinks that are available to our members to take home to eat in the evenings, we will also be able to offer hot breakfast items.
- 2.7 There will need to be a building regulations application made to Spelthorne Borough Council whilst also checking that planning permission is not required.

3. Options analysis and proposal

3.1 Option 1

Do nothing.

Option 2 (preferred option)

Endorse the proposed alteration considering this will be fully externally funded, by Your Fund Surrey – Small Projects Funding from Surrey County Council, sponsored by leader Joanne Sexton.

Option 3

4. Financial implications

- 4.1 The capital cost of this project will be fully externally funded in consultation with the aforementioned Councillor. The gross cost must be reflected in the Capital Programme as a fully funded item.

5. Risk considerations

- 5.1 Centre managers often compete for external, funding there is a corporate risk that we have similar approach from Staines Community Centre.
- 5.2 Building works have some inherent risks and there is a small risk we take the centre out of action if we encounter any delays in work.
- 5.3 Income generation may be impacted but only short term.

6. Legal considerations

- 6.1 Only in relation to Building Regulations.

7. Procurement considerations

- 7.1 There are procurement considerations as, although we have an indicative price, we have three quotes for the work.

8. Other considerations

9. Equality and Diversity

10. Sustainability/Climate Change Implications

- 10.1 The proposed project will require materials and energy that would otherwise would not be used if we do nothing.

11. Timetable for implementation

- 11.1 Financial Year 2025-26. Dependent on Your Fund Application.

12. Contact

- 12.1 Niky Rentall 01784 446343

Background papers: *There are none.*

Appendices: