

## **Fixed Assets Development Strategy**

– this document was produced following discussion and decisions taken at Fixed Asset committee 25-11-2021. It was agreed by Full Council on 17 February 2022

### **Topic: Future strategy for development of the Parish Council developed sites**

Park Street Pavilion

St Stephen Parish Centre and Barn

Greenwood Park

### **Background**

In the context of adoption of the Parish Strategic Plan, the Fixed Asset Committee recommends moving from a reactive, single-year approach to managing our fixed assets toward a proactive, multi-year rolling development strategy. This would allow us to set directions and implement long-term solutions, rather than continuing to respond (or not) to ‘crises’.

Recent committee discussions have therefore focused on both how to address urgent matters and how to get to where we want to be (aligned with the Strategic Plan objectives). This has resulted in the proposed development strategy (below), which seeks to characterise issues associated with our major fixed assets, make proposals to address their shortcomings, note constraints on those proposals and provide indicative budgets and timescales.

The Fixed Assets committee will provide regular updates to Full Council on progress and constraints, along with proposed updates to the plan.

### **Resolutions made at Fixed Assets Committee (3 Feb 22) and Full Council in support:**

- 1 The Council task the Fixed Asset Committee to set up a Task and Finish group to progress the Development Strategy, and liaise with Community & Leisure (wider Community) in respect of the Community Facilities required.
- 2 The Council provide a figure of £30,000 in the 22/23 budget to enable the Task & Finish Group to commission initial designs and employ professional support /obtain advice regarding planning, source funding etc.
- 3 The Council provide a figure of £150,000 in the 22/23 budget to commence work on providing replacement allotment plots on the North Close open area and additional car parking on re-located allotments off drive to Greenwood Park. Work to include new community orchard, surfacing and lighting to existing car parks, possible additional parking accessed from Watford Road for allotment holders and essential safety work to GP Pavilion patio. (With a view to similar budgeted for 23-24).
- 4 Initial proposals to include project proposals for accessing S106 funding held by SADC for improvements to Leisure Facilities and Green Infrastructure in St Stephen.

## Fixed Asset Development Strategy

| PARK STREET PAVILLION   |   |  |   |
|---|---|--|---|
| Issues / Assessment   | Proposals   | Constraints  | Budget /Timescale   |
| <p>Building is in poor condition, particularly internally.</p> <p>Good quality changing facilities for sports use required. Park Street fairly well served for Community Facilities but possible long-term opportunities if club becomes available.</p> | <p>Maintain facilities only until asset devolved to Parish from SADC; then re-assess in terms of longer-term improvements</p> | <p>Transfer of ownership from District Council not complete.</p> <p>Separate ownership of bar facility restricts options</p> | <p>Maintenance only</p> <p>No additional budget requirements in 22/23</p> |

| ST STEPHEN PARISH CENTRE   |   |  |  |
|--|---|--|--|
| Issues / Assessment  | Proposals   | Constraints  | Budget /Timescale  |
| <p>MAIN BUILDING</p> <p>Despite a shortage of Community Facilities in Bricket Wood, our facilities are not fully utilised. Size and accessibility are the main issues.</p> <p>Council offices and chamber not accessible for disabled or for visitors. Not feasible to remedy.</p> <p>Building in poor structural condition – some continuing movement, roof in poor condition, external rendering failing. Very poor energy efficiency</p> <p>Imminent redevelopment of</p> | <p>The current facilities need to be replaced.</p> <p>The admin office and Council Chamber need to be relocated, possibly at Greenwood Park but other options may be viable or become available.</p> <p>New improved Community facilities need to be provided in Bricket Wood.</p> <p>Financing of relocation will require selling the existing site for residential development.</p> | <p>Finding alternative accessible and convenient location for alternative Community facilities is difficult and will need to be done first. (Donkey Field still uncertain). Investigate other options</p> <p>If Admin Office to move to Greenwood Park it will take min 18 months before site became available</p> <p>Planning – the site is in the Green Belt. The approval for the QEQM development and existing buildings help but not a straightforward proposition.</p> | <p>In practical terms unlikely to be approved and finalised quicker than 2 years with at least a further year for construction.</p> <p>Maintenance decisions to be based on a 3 – 5 year basis.</p> <p>22/23 Budget to include consultation /design fees and Staff time. <b>(Budget £10,000)</b></p> |

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| adjacent site for special needs residential, with shared access, will further limit viability of hire facilities.<br><br>The existing site is not fit for purpose.  |  |   |  |
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| BARN  |  |   |  |
| The Barn is structurally in good condition but its design not ideally suited for maintenance depot. High energy & maintenance costs .<br><br>Not efficient base due to travel time to Greenwood Park.<br><br>Conflict with QEQM centre, possible need to include with development of Parish Centre to make viable | Relocate Maintenance / Groundskeeping depot to new facility at Greenwood Park (possibly to other site in conjunction with Office if this does not go to Greenwood) | Availability of alternative facilities. (Can decision pre-empt Office move?)<br><br>Alternative use – needs planning evaluation and financial appraisal<br>Although Barn is not listed, opposition to any proposal involving demolition/replacement likely to be substantial. | Maintenance decisions to be based on a 3 – 5 year basis.<br><br>Design / Planning consultation work in with budget above |

| GREENWOOD PARK  |   |  |  |
|---|---|--|--|
| Issues / Assessment   | Proposals   | Constraints  | Budget /Timescale  |
| MAIN BUILDING   |   |  |  |
| Strong usage of facilities suggests they are generally what is required, though alternative facilities might provide for unmet demand.<br><br>Specific issues identified that need to be addressed. | The current facilities should be substantially updated and extended, dealing with the issues listed.<br><br>As well as energy efficiency measures include energy generation (Solar PV).<br><br>Provide a community orchard at North Close open space or | Moving the allotments – 12 months notice has to be given to allotment holders and it would be appropriate to have the alternative site ready and available well before taking back existing allotments.<br><br>Planning – the site is in the Green Belt. The | Work on new allotments, community orchard etc and possibly some of the work to the main building can commence 22/23 as can some car parking work – <b>Suggest £150,000 budget in coming year (and similar 23-24)</b> |

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| <ol style="list-style-type: none"> <li>1. Inadequate Kitchen facilities</li> <li>2. Toilets – disabled</li> <li>3. Size of Orton Hall</li> <li>4. Reception facilities.</li> <li>5. Energy inefficient.</li> </ol> <p>Increasing use of facilities and site as a whole have identified a problem with lack of parking – also existing ‘rough’ car park H &amp; S issue.</p> | <p>Greenwood Park, as well as relocating the Tippendell Lane allotments to North Close – adding additional Watford Rd car parking.</p> <p>Provide additional car parking on existing Allotment site. Surface top car Park and improve lighting /drainage.</p> <p>Design and construct new Maintenance / Groundskeeping depot</p> <p>Assuming Greenwood Park is confirmed as site for new Office / Council Base – commission design</p> | <p>site is allocated for Community / Sports use so, in principle it should be acceptable, but it is not certain.</p> <p>Keeping facilities largely available during works will add to cost.</p> <p>Finance restraints. Grants, Loans, cross funding from Parish centre will require considerable work.</p> | <p>In practical terms remaining work for unlikely to be approved and finalised quicker than 2 years with at least a further year for construction.</p> <p>22/23 Budget to include consultation /design fees and Staff time to bring these forward. <b>(Budget £20,000)</b></p> |
| PAVILLION   |  |  |  |
| <p>Public toilet facilities poor and not compliant with disabled and discrimination guidance / legislation</p> <p>Meeting space facilities underused and unattractive for hirers</p> <p>Subsidence to patio area.</p>   | <p>Include in plans for main building to renovate facilities with possible extension to make facilities more attractive to hirers.</p> <p>Monitor patio area and make safe until more comprehensive works agreed</p>   | <p>Financial restraints.</p> <p>Work sensibly carried out with works to Main building to benefit for cost efficiencies.</p>  | <p>Maintenance decisions to be based on a 3 – 5 year basis.</p> <p>Design / Planning consultation work in with budget above</p> <p><b>Budget £5,000 for temporary works re Patio (inc. in £150,000 in main budget)</b></p>   |