

Finance & General Purposes Committee

Meeting Date: 18th March 2026

Report Author: Andrew Briggs – Head of Ops

Subject: Capital Works Programme – Contract Award Recommendations

1. Purpose

To update Members on progress of the Council's Capital Works Programme funded through Public Works Loan borrowing and to seek approval from the Finance & General Purposes Committee to proceed with the appointment of contractors where procurement processes have concluded.

Subject to Committee agreement, the appointments will be recommended to Full Council on 25th March 2026 for formal approval.

2. Background

The Council approved a programme of capital investment funded through Public borrowing to address priority asset maintenance, compliance, and improvements to Parish facilities.

The programme is intended to:

- ensure statutory compliance
- protect Council assets
- improve public facilities
- address planned maintenance requirements
- reduce long term reactive maintenance costs.

Procurement exercises have been undertaken across several workstreams. A number of suitably qualified contractors were invited to submit quotations; however, response levels were limited in certain areas, reflecting current market conditions and contractor availability.

Despite this, officers are satisfied that appropriate market testing has been undertaken and that recommended contractors represent best value for money and the most economically advantageous tenders received.

3. Capital Works Programme

3.1 Roofing Works Programme

The Council issued tender documentation for roof replacement and associated works across Parish buildings, including profile sheet roofing replacement, full roof tile replacement, guttering replacement, and repair or replacement of defective roof elements.

A number of contractors were approached; however, following an extension of time for submissions, only one tender was received. Officers have been advised by the Council's procurement consultant that this limited response is disappointing and restricts the Council's ability to demonstrate competitive market testing at this stage.

The sole submission received from set out site-by-site costs as follows:

- Gorse Hill CC– £210,486.41 (increasing to £318,486.41 if a vapour barrier is required)
- Des Moffatt CC– £165,199.68 (increasing to £251,599.68) if a vapour barrier is required
- Pinetrees CC Guttering – £26,901.00
- The Reading Rooms – £42,473.40
- Chippenham Close Community Centre – £7,850.00
- Southbrook – £13,044.50

The total quoted cost for all roofing works Circa £500k (depending on final specs).

Having considered the current pricing and the limited market response, officers do not recommend progressing the roofing works at this time. Current costs are considered prohibitive within the wider capital programme, and further officer review is required to assess scope, prioritisation, affordability and future procurement options.

3.2 Fire Door and Fire Safety Compliance Programme

The Fire Door Programme will ensure compliance with fire safety legislation across Council facilities.

The works include:

- replacement of non compliant fire doors
- upgrading of existing fire doors
- certification and inspection
- compliance with current fire safety standards.

Procurement Outcome

Four specialist suppliers were invited to submit quotations and three tenders were received.

Tender Summary

Contractor	Tender Value (ex VAT)
Contractor A	£64,262.15
Contractor B	£78,465.87
Contractor C	£216,210.00

Contractor A submitted the lowest compliant tender and achieved the highest evaluation ranking following technical and commercial assessment.

RFQ Report Fire Doors

The contractor demonstrated:

- appropriate experience delivering fire door compliance works
- suitable fire safety procedures and policies
- ability to deliver within programme
- overall value for money.

The contractor has also offered a Main Contractor Discount should multiple projects be awarded.

Potential Contract Value

£62,334.29 (excluding VAT) following application of a 3% Main Contractor Discount.

3.3 Des Moffatt Western Community Centre – Compliance Works

A Request for Quotation has been issued for accessibility and compliance improvements at Des Moffatt Western Community Centre.

Works include:

- installation of DDA-compliant automatic entrance doors
- accessible WC alterations
- accessible parking provision
- associated structural improvements.

Status

Tender evaluation remains ongoing and additional pricing information is awaited.

No award recommendation is being made at this stage. A further report will be presented once tender evaluation is complete.

Estimated Cost: **To be confirmed**

3.4 Southbrook Recreation Ground Patio Replacement and Penhill Park Block Paving Repairs

The Council issued a Request for Quotation for works to address uneven surfaces and drainage issues at Southbrook Recreation Ground and Penhill Flower Park.

Works include:

- removal of uneven patio slabs
- ground stabilisation and drainage works
- installation of permeable surface
- repair of approximately 100 metres of block paving.

Procurement Outcome

Six contractors were invited to submit quotations and three responses were received.

Tender Summary

Contractor	Proposal
Contractor A	£31,134
Contractor B	£56,000
Contractor C	Rates only provided

Following evaluation, contractor A achieved the highest ranking and submitted the **lowest compliant tender**.

The contractor also offered a 3% Main Contractor Discount where multiple projects are awarded, which has been applied to the recommended contract value.

Potential Contract Value

£30,199.98 (excluding VAT).

4. Procurement and Market Response

Procurement exercises were undertaken in accordance with the Council's Financial Regulations and standard procurement procedures.

While a number of contractors were invited to participate in the procurement exercises, response levels were limited in some cases, reflecting current market conditions and contractor availability within the construction sector.

Officers are satisfied that appropriate market testing has taken place and that the recommended contractors represent the best value and most economically advantageous tenders received.

5. Financial Implications

The Capital Works Programme is funded through Public Works Loan capital borrowing.

Current confirmed costs are:

Project	Budget Est	Lowest Value (ex VAT)
Fire Door Compliance Works	£75,000	£62,334.29
Southbrook Patio & Penhill Paving	£15,000	£30,199.98

Total recommended approvals: **£92,534.27**

Against an initial budget estimation of £90,000

Further capital works costs will be reported once procurement exercises have concluded.

6. Risk Implications

The programme mitigates risks associated with:

- statutory non-compliance
- fire safety liabilities
- asset deterioration
- increased future maintenance costs.

Delaying these works could increase safety risks and future repair costs.

7. Legal and Governance Implications

All procurement activity has been undertaken in accordance with:

- Council Financial Regulations
- Public procurement principles
- Health and Safety legislation
- Building Regulations
- CDM 2015 requirements.

Contracts will be awarded subject to Full Council approval.

8. Environmental and Community Impact

The programme will:

- improve safety and accessibility of Council facilities
- enhance public spaces
- improve building compliance
- support sustainability of Council assets.

9. Programme Timetable

Stage	Date
Finance & General Purposes Committee	18 March 2026
Full Council Approval	25 March 2026
Contract Award	Following Council Approval
Works Commencement	Spring 2026

10. Recommendations

The Finance & General Purposes Committee is requested to:

1. **NOTE** progress of the Public Works Loan funded Capital Works Programme.
2. **NOTE** the limited market response received during procurement exercises.
3. **APPROVE** the appointment of **Contractor A** for:
 - Fire Doors and Void Rectification Works (£62,334.29 ex VAT); and
 - Southbrook Recreation Ground Patio and Penhill Flower Park paving works (£30,199.98 ex VAT).
4. **APPROVE** the Multi contractor discount of 3%
5. **NOTE** that roofing works are not recommended to proceed at the present time, due to limited tender response and prohibitive cost.
6. **RECOMMEND** these contract awards to Full Council on 25th March 2026 for formal approval.
7. **NOTE** that further capital works reports will be presented once procurement for remaining works is complete.