

Finance & General Purposes

Wards Affected: All CSNPC Wards

Priorities: To provide high-quality, safe and accessible services and facilities

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1. Purpose

1.1 To provide Members with an update on completed and ongoing operational matters, including capital projects, property maintenance, statutory compliance, vehicle and equipment procurement and service development.

1.2 To update Members on the delivery and financial position of the Council's Public Works Loan Board-funded Capital Programme, Salix Heat Decarbonisation Programme and other externally funded projects.

1.3 To provide a headline update on expenditure against the principal operational maintenance and compliance budgets as at 13 October 2026.

2. Background

2.1 The Council continues to manage a significant programme of capital works, planned maintenance, statutory compliance, responsive repairs and procurement activity.

2.2 The core workstreams covered by this report are:

- completion and close-out of the Salix Heat Decarbonisation Programme;
- refurbishment of Moredon Community Centre;
- refurbishment of Pembroke Gardens Pavilion;
- completion of the fire door programme;
- internal redecoration at John Moulton Hall;
- solar PV projects at Moredon Community Centre and John Moulton Hall;
- roof condition surveys and potential recoating works;
- vehicle and operational equipment procurement;
- mobilisation of two Hako Citymaster sweepers;
- grounds maintenance and street cleansing procurement;
- ongoing property compliance and maintenance works; and
- management of the Council's capital and operational budgets.

2.3 The number of concurrent projects continues to require careful coordination of contractors, legal and procurement advice, site access, community bookings, certification, grant claims, cashflow and officer resources.

3. Public Works Loan Board Capital Programme

3.1 Programme Overview

3.1.1 The Council's original Public Works Loan Board allocation comprises:

- £1,000,000 for improvements to Council buildings; and
- £250,000 for the play area improvement programme.

3.1.2 This provides a total PWLB allocation of £1,250,000.

3.1.3 The updated Capital Spending Profile records current estimated or quoted costs, expenditure to date and anticipated external funding contributions.

3.1.4 Projects are at different stages of delivery. Some are complete or approaching final account, while others remain subject to surveys, final specifications, procurement or future Member approval.

3.2 Current Spending Position

3.2.1 The updated tracker records the following headline position:

Spending category	Current tracker position
Capital programme running spend	£996,097.42
Play area programme running spend	£114,238.44
Gross expenditure and commitments	£1,110,335.86
Less Salix grant contribution	(£295,000.00)
Less Play Area ward allowance contribution	(£56,000.00)
Net tracker position	£759,335.86
Indicative balance against £1.25 million loan	£490,664.14

3.2.2 The Salix contract position is:

Salix valuation position	Amount
Valuation 1 - standalone invoice	£95,203.00
Valuations 2 to 5 - cumulative gross valuation	£322,874.00
Total gross value certified	£418,077.00
Less retention held	(£20,903.84)
Net contractor expenditure invoiced	£397,173.16

3.2.4 The Council has therefore paid the principal contractor £397,173.16 ex VAT. The outstanding retention is £20,903.84

3.2.5 Separate costs associated with professional services, meter removals, gas disconnections and other directly procured elements of the Salix programme are recorded in addition to the principal contractor payments.

3.2.6 The capital tracker includes £64,726.05 relating to the Moredon Community Centre refurbishment and nursery-related works.

3.2.7 The Moredon Community Centre refurbishment did not form part of the Council's original PWLB programme. External Sport England funding has been secured to facilitate the project, and the expenditure must therefore be identified from the core PWLB programme.

3.2.8 After adjusting Salix expenditure to the net invoiced amount and removing the Moredon Community Centre expenditure, the adjusted gross PWLB expenditure and commitments are approximately £1,010,932.47.

3.2.9 After applying the anticipated Salix grant of £295,000 and ward allowance contribution of £56,000, adjusted net PWLB expenditure and commitments are approximately £659,932.47.

3.2.10 This provides an indicative adjusted balance of approximately £590,067.53 against the £1,250,000 PWLB allocation.

3.2.11 The balance remains subject to:

- outstanding invoices and contractor valuations;
- the eventual release of retention;
- project variations;
- completion of snagging works;
- commissioning and certification costs;
- final account agreements;
- projects that remain at survey or procurement stage;
- receipt and correct allocation of grant funding; and
- reconciliation of expenditure currently recorded under general or miscellaneous capital codes.

3.3 Principal Project Position

Project	Original estimate	Current cost or quote	Spend recorded	Position
Salix Heat Decarbonisation Programme	£429,000.00	£437,626.50	£397,173.16 net principal contractor invoices	Physical works substantially complete; close-out documents being compiled
Fire Door Programme	£75,000.00	£64,064.71 original quoted programme	£72,664.08	Nearing completion; projected overspend following additional Gorse Hill door

Project	Original estimate	Current cost or quote	Spend recorded	Position
Des Moffatt Western CC compliance works	£30,000.00	£2,260.90	£2,361.43	In progress
Southbrook patio and Penhill footpath works	£15,000.00	£39,339.58	£33,789.24	Southbrook complete; Penhill works progressing
Princess Elizabeth Chambers	£200,000.00	£239,694.98	£171,826.22	Complete, subject to final account
Princess Elizabeth Chambers IT and equipment	£7,000.00	-	£5,029.49	In progress
Electrical and mechanical works	£15,000.00	-	£8,389.90	In progress
Roof and guttering programme	£140,000.00	Subject to surveys	£0.00	Pending condition surveys
Pembroke Gardens Pavilion	£150,000.00	£111,174.68	£88,418.78	Build phase in progress
Pinetrees CC hall floor	£20,000.00	£10,500.00	£12,191.00	Complete
Internal refurbishment and redecoration	£45,000.00	£15,412.00	£8,422.00	Pinetrees complete; JMH due to commence
PTCC and JMH kitchen improvements	£40,000.00	Approximately £43,000.00	£4,100.00	Scope and associated extraction works under review
Moredon CC refurbishment and nursery works	£150,000.00	£150,000.00	£64,726.05	In progress; externally funded project
Green energy improvements	£50,000.00	£24,000.00 currently identified	£300.00	Solar surveys scheduled
Play area programme	£250,000.00	£186,530.22	£114,238.44	In progress

4. Salix Heat Decarbonisation Programme

4.1 Physical Completion

4.1.1 The principal installation works at Gorse Hill Community Centre, Even Swindon Community Centre, John Moulton Hall and Des Moffatt Western Community Centre have been completed.

4.1.2 Officers are now compiling the project completion records required to close the programme and support the final Salix grant claim.

4.1.3 The required records include:

- boiler decommissioning information for each site;
- heat-pump commissioning certificates;
- operating and maintenance manuals;
- product and installation warranties;
- practical completion and handover documentation;
- final snagging records;
- completion photographs; and
- updated project programmes for John Moulton Hall and Des Moffatt Western Community Centre.

4.1.4 The principal contractor has been asked to provide the outstanding information.

4.2 Gas Meter Removals and Disconnections

4.2.1 The redundant gas meters were removed on 13th October 2026.

4.2.2 West Mercia Energy and the relevant account holders are being notified so that the associated gas accounts can be updated and standing charges removed.

4.2.3 Wales & West Utilities network disconnection works were completed on 15 and 16 October 2026.

4.2.4 Officers will retain the meter removal and disconnection records as part of the Salix completion pack.

4.3 John Moulton Hall Cooker Provision

4.3.1 Removal of the gas supply affected the existing cooking arrangements at John Moulton Hall.

4.3.2 The centre supports a lunch club and other community activities requiring a functioning cooking facility. It was therefore necessary to provide an electric cooker before the gas supply was removed.

4.3.3 An electric cooker has now been installed, allowing the centre's activities to continue without disruption.

4.3.4 The wider John Moulton Hall kitchen refurbishment remains part of the Council's capital programme and will be progressed separately from the immediate cooker replacement.

4.4 Grant and Financial Close-Out

4.4.1 The second Salix grant payment of £95,000 was received in August 2026.

4.4.2 The third and final grant payment is expected to be drawn down during the first quarter of the 2027/28 financial year.

5. Moredon Community Centre Refurbishment

5.1 Refurbishment works at Moredon Community Centre are now fully in progress.

5.2 The project includes improvements to the kitchen and toilet facilities and associated building, mechanical and electrical works.

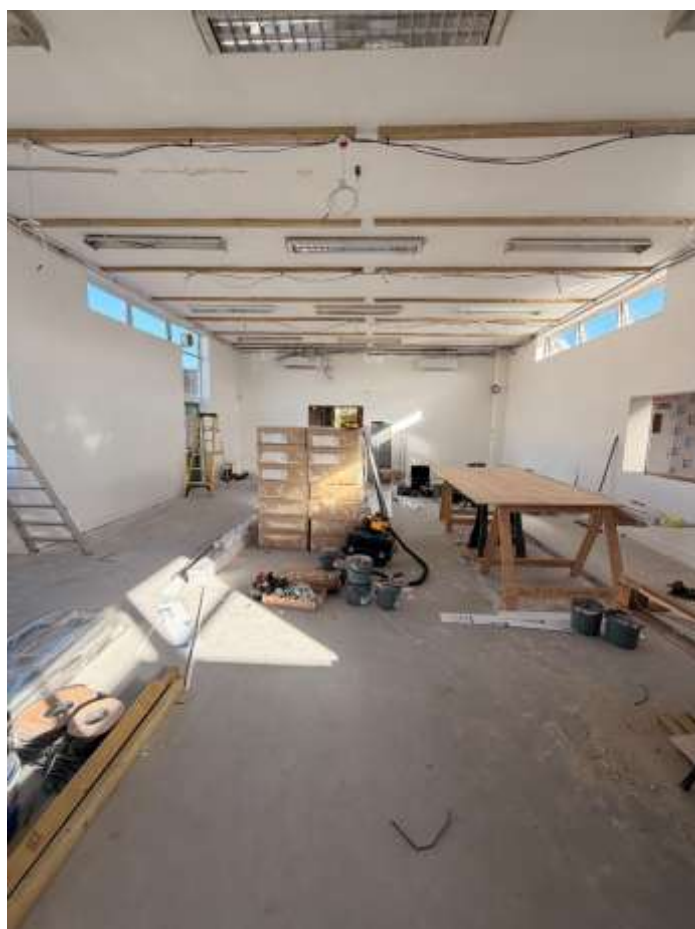
5.3 The project did not form part of the Council's original PWLB programme. Sport England's funding award has been increased to £108,000, with further value being provided through the contractor's social-value commitment.

5.4 The current Capital Spending Profile records £64,726.05 of expenditure against the combined refurbishment and nursery-related project line.

5.5 The construction programme is being monitored against the intention to complete the project by the end of 2026.

5.6 Officers are coordinating the refurbishment with existing users and the proposed nursery provision to minimise disruption and ensure that responsibilities between the respective contractors are clearly defined.





5.1 Nursery Enabling Works

5.1.1 Separate enabling works associated with the proposed nursery provision have required additional officer oversight to confirm that the electrical, plumbing, drainage and Building Control requirements are being addressed.

5.1.2 Electrical load testing has now been completed. The existing electrical supply has been confirmed as suitable for the anticipated combined demand of the nursery accommodation, kitchen equipment, heating and wider community centre use.

5.1.3 Building Control has inspected the nursery toilet works and confirmed that the works completed to date are acceptable, subject to the following remaining requirements:

- a door being installed to the youth toilet;
- the new door incorporating a suitable vision panel to support safeguarding arrangements; and
- the external soil pipe being suitably boxed and protected from ultraviolet exposure.

5.1.4 Officers will ensure that these remaining items are completed and inspected as necessary before the nursery facilities are brought into use.

5.1.5 The Council will continue to coordinate the nursery enabling works with the main Moredon Community Centre refurbishment to ensure that the respective contractors' responsibilities are clearly defined and that the completed installations are appropriately certified and documented.

6. Pembroke Gardens Pavilion

6.1 The refurbishment is now fully in progress.

6.2 Recorded Capital expenditure of £88,418.78.

6.3 Officers are monitoring progress.

7. Fire Door Programme

7.1 The Council-wide fire door inspection, replacement and rectification programme is nearing completion.

7.2 The current expenditure is £72,664.08 against the original £75,000 programme allocation.

7.3 An additional external door at Gorse Hill Community Centre required replacement at an estimated cost of approximately £4,000.

7.4 Officers are continuing to obtain the outstanding installation and certification records before the programme is formally signed off.

8. John Moulton Hall Redecoration

8.1 Internal redecoration works at John Moulton Hall are scheduled to commence on 15th October 2026.

8.2 The approved quotation is £6,990 ex VAT.

8.3 Officers will coordinate access with the library, community users and the contractor to minimise disruption.

9. Solar PV Programme

9.1 Deposits have been paid for the proposed solar PV installations at Moredon Community Centre and John Moulton Hall.

9.2 Site surveys for both buildings are booked for Tuesday 20th October 2026.

9.3 The surveys will confirm:

- the proposed panel layouts;
- roof condition and structural considerations;
- electrical connections;
- inverter and equipment locations;
- access requirements;
- projected generation; and
- the proposed installation programme.

9.4 Information arising from the surveys will need to be provided to the Swindon Borough Council property and planning teams.

9.5 Repairs to the existing solar PV and battery system at Pinetrees Community Centre have been completed.

9.6 Energy Price Update

9.6.1 West Mercia Energy has provided an initial pricing update to support the Council's budget planning for 2027/28.

9.6.2 Wholesale energy prices have increased significantly during the past six months. Since the beginning of July 2026, wholesale market prices for 2027/28 have increased by approximately:

- 50% for electricity; and
- 76% for gas.

9.6.3 West Mercia Energy has advised that its risk-managed procurement arrangements have provided protection against these market increases. The Council's 2026/27 prices are currently reported to be approximately 42% below prevailing market prices and remain protected from in-year increases through the capped-price mechanism.

9.6.4 West Mercia Energy's current indicative forecast for 2027/28 is:

Energy supply	Indicative increase
Gas	7% to 13%
Electricity	11% to 17%

9.6.5 These forecasts reflect both higher wholesale prices and anticipated increases in non-energy costs. They are early planning assumptions only, and final rates have not yet been confirmed.

9.6.7 The Council's Salix Heat Decarbonisation Programme has removed gas heating from Gorse Hill Community Centre, Even Swindon Community Centre, John Moulton Hall and Des Moffatt Western Community Centre. This will reduce the Council's exposure to future gas price increases at those buildings.

9.6.8 However, conversion to air-source heat pumps and other electrical equipment will increase electricity consumption. The forecast electricity price increase may therefore create additional budget pressure during 2027/28, despite the improved energy efficiency of the new systems.

9.6.9 The proposed solar PV installations at Moredon Community Centre and John Moulton Hall will help offset a proportion of purchased electricity and reduce exposure to future market increases once operational.

9.6.10 Officers will review actual energy consumption following completion of the Salix programme and use the available data, together with West Mercia Energy's revised pricing forecasts, to inform the Council's 2027/28 utility budgets.

9.6.11 An appropriate inflationary allowance should be included within the draft 2027/28 electricity and gas budgets until final prices and post-Salix consumption patterns are known.

10. Roof and Guttering Programme

10.1 Officers have instructed a competent contractor to undertake drone condition surveys of the profiled sheet roofs at Des Moffatt Western Community Centre, Gorse Hill Community Centre and Southbrook Recreation Ground Pavilion.

10.2 The surveys will assess:

- the condition of the roof sheets and coatings;
- fixings, laps, flashings and gutters;
- corrosion, water ingress and other defects;
- remaining serviceable life;
- suitability for refurbishment and recoating; and
- any preparatory or localised repairs required.

10.3 Officers preference is to retain and refurbish the existing roofs where their condition permits. Full removal could expose further defects, increase costs and cause additional disruption.

11. Vehicle Procurement

11.1 Officers have completed a review and redraft of the vehicle procurement documentation.

11.2 Publication of the procurement opportunity is scheduled for Friday 23rd October 2026.

11.3 The proposed procurement provides for the phased replacement of the Council's existing vehicles, allowing the replacement van to be delivered in advance of the existing vehicle's return.

11.4 The tender documentation includes requirements relating to:

- electric vehicle specification and payload;
- internal storage and racking;
- Chapter 8 markings;
- safety equipment;
- servicing and maintenance;
- mileage allowances;
- contract terms; and
- consideration of electric alternatives and charging requirements.

11.5 Evaluation and recommendation expected January 2027.

12. Hako Citymaster Sweepers

12.1 Independent inspections of the two Hako Citymaster 1600 sweepers were completed on 12 October 2026.

12.2 The inspection findings were:

Vehicle	Hours	Inspection outcome
WX20 HPE	3,949	All functions operated satisfactorily. The battery was flat. A replacement battery and 1,000-hour service are required. The last recorded service was undertaken on 1 January 2023 at 3,524 hours.
WX20 HRG	4,826	A 2,000-hour service, suction-box rebuild and battery replacement are required.

12.3 Quotations are being obtained for the identified servicing, repairs and replacement batteries.

12.4 Operator training has been completed. Both vehicles are taxed and insured.

12.5 The machines will not be placed into routine operational use until the required servicing and repairs have been completed and the relevant operating procedures and risk assessments are in place.

12.6 Operational arrangements will include:

- pre-use inspections;
- defect reporting;
- daily and scheduled maintenance;
- vehicle tax and registration requirements;
- operator competence records;
- suitable personal protective equipment;

- safe management of contaminated material, including bird droppings; and
- appropriate signage, cordons and banksman arrangements where required.

13. Grounds Maintenance and Street Cleansing Procurement

13.1 The procurement documents for the Council's future grounds maintenance and street cleansing arrangements remain under detailed review.

13.2 A Working Group date to be set to allow Members an opportunity to consider the updated in-house street cleansing business case before the main procurement is published.

14. Compliance and General Works

14.1 Property Compliance

14.1.1 The following compliance and servicing works have been completed or progressed during the period:

- fire alarm panel servicing at Moredon Community Centre;
- an EICR at Moredon and Rodbourne Cheney Library;
- legionella risk assessment work at Princess Elizabeth Chambers;
- boiler servicing at Pinetrees Community Centre and The Reading Rooms;
- emergency lighting and fire equipment servicing at various sites;
- water hygiene reviews and updates to the Council's written schemes;
- air-conditioning servicing at Moredon Sporting Hub; and
- fire-related works at Chippenham Close Community Centre.

14.1.2 Officers will review any defects or recommendations arising from these inspections and prioritise remedial works according to risk and available budget.

14.2 General Maintenance

14.2.1 General and responsive works completed or progressed include:

Site or asset	Work
Pinetrees Community Centre	LED panel replacement in the reception area
Pinetrees Community Centre	Air-conditioning repair
Pinetrees Community Centre	Alarm call-out
Pinetrees Community Centre	Water repairs
Edinburgh Street Recreation Ground	Replacement padlock
Penhill	Toilet leak repair
Moredon Sporting Hub	Air-conditioning service
Council flagpoles	Servicing and condition checks

14.2.2 Officers will continue to prioritise works according to statutory compliance, health and safety risk, building security, operational continuity and the potential for further deterioration.

14.3 Even Swindon Community Centre

14.3.1 Further maintenance and compliance matters have been reported by Even Swindon Community Centre and are being reviewed by officers.

14.3.2 Any works requiring expenditure will be assessed against the relevant maintenance or compliance budget before instruction.

15. Water Hygiene and Health and Safety

15.1 Trident Water has completed updates to the Council's legionella risk assessments and written schemes of control.

15.2 Responsible Person training has been completed by the relevant officers.

15.3 Actions arising from the assessments have been added to the compliance programme and will be monitored through to completion.

15.4 The Operations Manager has continued to review and update health and safety policies, standard operating procedures, emergency arrangements and risk assessments.

15.5 Updated documents include:

- contractor management;
- COSHH;
- asbestos;
- display screen equipment;
- working at height;
- lone working;
- emergency arrangements; and
- site-specific operating risks.

16. Insurance Claims and damage

16.1 Two outstanding insurance claims have now been settled.

16.2 The settlements bring the respective matters to a close and reduce the Council's outstanding claims workload.

16.3 Claims are likely to increase the Councils' premiums in 27/28 FY.

16.4 Damage occurred to the new floor tiles at PTCC. Caused by battery acid. Incident reported to the police for investigation.



17. Play Areas and Recreation Projects

17.1 Play Area Programme

17.1.1 Barnum Court and Alanbrooke play area projects are progressing through the delivery programme. Expected completion early Nov 27

17.1.2 Full Council has approved the preferred contractor for the Trowbridge Close refurbishment following consideration of comparable quotations and best value.

17.1.3 Mannington Recreation Ground and Edinburgh Street Recreation Ground remain within the Council's longer-term play area programme.

17.2 Mannington Recreation Ground Drainage

17.2.1 Officers continue to progress the first phase of the proposed drainage improvements at Mannington Recreation Ground.

17.2.2 The initial phase focuses on establishing an effective outfall, with further pitch drainage improvements to be considered as a subsequent phase.

17.2.3 Quotations have been obtained and a grant application has been submitted to the Football Foundation.

17.2.4 The Football Foundation has confirmed receipt of the application, and the Council is awaiting the outcome.

18. Operational Budget Position

18.1 The following table provides a headline position against the principal operational maintenance and compliance budgets as of October 2026.

Budget code	Budget heading	Annual budget	Spend to date	% spent	Balance	% remaining
200/5510	Maintenance - Compliance	£30,000	£22,072	73.6%	£7,928	26.4%
200/5515	Maintenance - General	£15,000	£6,714	44.8%	£8,286	55.2%
200/5528	Compliance Remedial Works	£5,000	£2,220	44.4%	£2,780	55.6%
200/5531	Reactive Repairs	£12,000	£5,743	47.9%	£6,257	52.1%
Total		£62,000	£36,749	59.3%	£25,251	40.7%

18.2 The Maintenance - Compliance budget is 73.6% spent and will require close monitoring for the remainder of the financial year.

19. Recommendations

The Committee is asked to:

1. **NOTE** the operational, compliance and project updates contained within the report.