

Report to Corporate Director (Leisure)

Subject: Open tender process for the refurbishment of the dry changing room and installation of a health suite at Carlton Forum Leisure Centre

Date: 4th May 2106

Author: Leisure Business Strategy Manager

Wards Affected

All

Purpose

To approve an open tender procedure for the refurbishment of the dry changing rooms and installation of a health suite at Carlton Forum Leisure Centre

Key Decision

This is not a Key Decision

Background

- 1.1 The dry changing rooms at Carlton Forum Leisure Centre have not been renovated since 1982 and as such they are dated and do not meet the expectations of the sites users. There is money available within the Joint Use budget to refurbish this area and deliver a facility that is modern and fit for use that will enhance the customer experience. Until the building work specification has been sent out as a tender, it is unclear how much these building works will cost, however there is funding of £110,000 available for the works, which is believed to be sufficient.
- 1.2 In 2013 a business case was submitted to secure capital funding for the installation of a steam room and sauna at the leisure centre. As a result £82,500 was allocated by finance for the capital project. The addition of a health suite to Carlton Forum will produce addition income for the site through casual use and also by increasing the number of DNA memberships.

Proposal

2. To commence an open tendering process for the refurbishment of the dry changing rooms and installation of a health suite at Carlton Forum Leisure Centre, in accordance with
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Contract Standing Orders Section 8 – Open Procedure.

Alternative Options

3 An alternative option is not to install a health suite or refurbish the changing rooms.

Financial Implications

4 Contract value is estimated to be in the region of £110,000

Appendices

5 None

Background Papers

6 None identified.

Recommendation

It is recommended that:

- (a) approval is given to run an open tender process for the refurbishment of the dry changing room and installation of a health suite at Carlton Forum Leisure Centre in accordance with Contract Standing Orders Section 8 – Open Procedure.

Reasons for Recommendations

7 To satisfy Standing Orders requirements and ensure business development at the centre.