



Award of Contract - Leisure Improvement Works, Phase One

Report Author

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Purpose of Report

To seek approval for the appointment of a contractor to carry out phase one of the leisure improvement works.

Recommendations

Cabinet is asked to:

- 1. Approve the contract award for the leisure improvement works at a cost of £321,222.00 to the preferred supplier Northdown Property Services (NPS) Limited, for a period of up to six months with the option to extend for a further six months if required.**
- 2. Approve the allocation of a revenue budget from the Leisure Investment Reserve to fund the works.**
- 3. Delegate authority to the Section 151 Officer, in consultation with the Cabinet Member for Leisure and Culture to extend the contract by up to a further six months should this be required.**

Decision Information

| | |
|---|--|
| Is this a Key Decision? | Yes |
| Does the report contain any exempt or confidential information not for publication? | No |
| What are the relevant corporate priorities? | Connecting Communities Effective Council |
| Which wards are impacted? | Bourne East; Grantham Earlesfield; Stamford St Georges; |

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The procurement of a contractor to undertake the leisure improvement works – phase one has been undertaken in accordance with the Council's Contract Procedure Rules. The contract value is in accordance with the allocation of funds in the Leisure Investment Reserve to undertake the agreed scope of works.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Procurement

- 1.2 A compliant procurement process has been followed by running an open tender process to identify a preferred contractor to undertake the leisure improvement work – phase one, across each of the leisure centres and sports stadium.
- 1.3 This process has been supported by Welland Procurement and conducted in accordance with best practice and the Procurement Act 2023 to ensure that the principles of transparency, equity and fairness have been adhered to.

Completed by: Helen Baldwin (Procurement Lead)

Legal and Governance

- 1.4 A compliant procurement exercise has been undertaken, and the recommended action is in line with the Council's Contract Procedure Rules.

Completed by: James Welbourn, Democratic Services Manager

2. Background to the Report

- 2.1 The Council's Corporate Plan (2024-27) sets out the Council's ambition to be 'A thriving District to live in, work and visit' with the aim of delivering and facilitating a sustainable leisure and cultural offer, as well as managing its resources and assets effectively with open transparent and accountable decision making. Underpinning this are the key priorities for the Council of 'Connecting Communities' and being an 'Effective Council'.

- 2.2 The Council's three leisure centres and sports stadium have the highest customer throughput each year across all its assets and as such it is recognised that to continue to provide a positive customer experience there is a need to undertake cosmetic works and decoration, instead of solely focusing on its maintenance backlog.
- 2.3 A Leisure Investment Reserve of £1m has been established to enable investment in the facilities by improving the decoration and replacing worn out fixtures and fittings. Phase one of the investment was agreed at £500k and a further £500k was allocated for phase two.
- 2.4 Following a meeting of the Finance and Economic Overview and Scrutiny Committee held on 18 November 2025, (see **Background Papers**), it was agreed that the allocation of this funding should be targeted at refurbishing the changing room facilities across all the centres.
- 2.5 Officers have since been working with William Saunders Architects to finalise the scope of works for phase one of the project, along with Welland Procurement to procure the works through an open tender process.
- 2.6 As part of the open tender process, site visits for potential contractors were mandatory should they wish to formally submit a bid. A total of three scheduled site visits were arranged due to the high level of interest shown in the project.
- 2.7 A total of 45 expressions of interest were received and from this, 10 contractors attended the site visits which subsequently resulted in a total of nine formal tender submissions being received.
- 2.8 The tenders were evaluated with 40% of the available score being awarded for quality, 10% for social value, and 50% relating to price. Welland Procurement supported the evaluation of the tenders and the moderation of scoring.
- 2.9 A summary of the bids received was as follows:

| | Bidder 1 | Bidder 2 | Bidder 3 | Bidder 4 | NPS Ltd | Bidder 6 | Bidder 7 | Bidder 8 | Bidder 9 |
|--------------------------|-----------------|-----------------|-----------------|-----------------|----------------|-----------------|-----------------|-----------------|-----------------|
| Quality Score (40%) | 24% | 24% | 32% | 29% | 31% | 24% | 26% | 28% | 18% |
| Social Value Score (10%) | 6% | 8% | 8% | 8% | 6% | 8% | 6% | 6% | 8% |
| Price Score (50%) | 0% | 38.87% | 28.80% | 46.39% | 50.00% | 30.54% | 40.68% | 32.19% | 31.31% |
| Total | 30.00% | 70.87% | 68.80% | 83.39% | 87.00% | 62.54% | 72.68% | 66.19% | 57.31% |

- 2.10 Following evaluation Northdown Property Services (NPS) Limited have been identified as the preferred contractor with an overall score of 87%. NPS Limited was founded in 2015 and are a leading property refurbishment and maintenance company based in Peterborough.
- 2.11 Bidder 1 was eliminated during the evaluation phase due to not meeting the mandatory requirements of the Council by responding to a pricing clarification within the given timeframe.
- 2.12 NPS Limited have priced the overall contract in their submission at a total value of £321,222 which is broken down per centre as follows:
- Bourne Leisure Centre - £80,829
 - Stamford Leisure Pool - £72,032
 - Grantham Meres Leisure Centre - £92,962
 - South Kesteven Sports Stadium - £75,399
- 2.13 As part of the moderation evaluation process Officers requested clarification from all bidders around the pricing submissions to check for any omissions and that the contract had been priced fully as per the scope of works. Written confirmation was received from NPS Limited through Welland Procurement that their pricing had been checked, and they were satisfied that the submission provided was accurate.
- 2.14 The programme of works has come in under the anticipated £500k budget and therefore the underspend from phase one will be carried forward to phase two. There has already been a draw down from the reserve of £16,000 which allowed for the phase one preliminary works to be undertaken prior to tender. This will mean that there is a carry forward of £162,778 which will allow for a greater scope of works to be included in phase two.
- 2.15 The scope of works does vary slightly between each facility but in principle it will cover the following:
- Servicing and repair of changing cubicles
 - Replacement WC cubicles at the leisure centres only
 - Replacement shower cubicles at Grantham Meres
 - Ceiling tile and grid replacements
 - Lighting upgrades
 - Door replacements
 - Replacement vinyl floor where appropriate
 - Whiterock to walls in shower areas
 - Vanity unit replacements
 - Replacement taps, mirrors and dispenser units
 - Refurbishment and replacement of home and away changing room furniture at the Stadium
 - Decoration

- Deep cleaning

2.16 It is anticipated that there will be some potential disruption to the operations across each of the three leisure centres and sports stadium to allow for these works to be undertaken in a timely manner. The impact of this will be finalised during the contract mobilisation phase and in consultation with the centre management provider, LeisureSK Limited.

3. Key Considerations

3.1 A compliant tender exercise has been undertaken to identify a preferred contractor to carry out the leisure improvement works – phase one, across each of the leisure centres and sports stadium. The proposed contract is for a period of up to six months with the option to extend for a further six months if required.

4. Other Options Considered

4.1 The Council could choose not to undertake the phase one improvement works; however, this has been discounted as the Leisure Investment Reserve has been established with the primary objective of improving the cosmetic appearance of each of the three leisure centres and sports stadium.

5. Reasons for the Recommendations

5.1 The contract with NPS Limited will ensure that the changing rooms are refurbished to a high standard and undertaken in accordance with agreed budgets, thus improving the customer experience across each of the three leisure centres and sports stadium.

5.2 A compliant procurement exercise has been undertaken to identify a preferred contractor and following expiry of the appropriate standstill period the contract needs to be formally awarded.

6. Background Papers

6.1 *Leisure Investment Reserve – Allocation Criteria* – Report to Finance and Economic Overview and Scrutiny Committee, published 10 November 2025, available online at:

<https://moderngov.southkesteven.gov.uk/documents/s48572/Leisure%20Investment%20Reserve%20proposals.pdf>