

Councillor
C/o Leadership Support Team
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Email: kcharles@tendringdc.gov.uk
Our ref: KC/000053/1

11 March 2025

Reference: Clacton Leisure Centre, Refurbishment 1st floor shower, toilet and changing areas.

Dear Cllr Mick Barry,

As you will be aware, the first floor changing, shower and toilet areas at Clacton Leisure Centre have been closed for centre users since February'24, as water leaks from these areas have caused water ingress and substantial damage at various ground floor areas including the Wellbeing Zone.

Further to a leak-detection survey report it has been established that the existing drainage system needs to be reassessed and re-designed including floor falls. Further to that, these interior areas will require an overall make-over. The priority at this stage is to deliver necessary building condition rectifications to bring disused spaces back into use in a cost-efficient manner and at speed, to increase capacity in the short term prior to the redevelopment coming forwards.

Following a procurement exercise, please see below the bids received for M&E and Design consultancy for pre-tender stages including principal designer services under CDM and Building Regulations. This also includes investigating and scoping the works required and preparing tender documents for the works including tender analysis:

M&E and Design Consultants	Cost
John Slater & Haward	£34,260
Heaton Design & Engineering	£18,280
Ingleton Wood	£16,881

It is suggested to appoint Ingleton Wood to complete the necessary work. The total cost of the work at £16,881 excluding VAT.

On 19th April 2024 as part of Cabinet meeting – Cabinet Members' Items - Report of the Portfolio Holder for Corporate Finance & Governance - A.2 - Financial Performance Report 2023/24 - General Update at the end of December 2023 report was put forward for consideration. As a result, cabinet approved the proposed adjustments to the 2024/25 budget, as set out in Section 3 of Appendix H which approved the expenditure budget of £25,000 for Clacton Leisure Centre Gym Changing Investigation. As such, this fund will support the scope of works detailed above.

An additional £4,125 may be needed at a later date that has been identified as an 'at risk fund' but is dependent on the investigations. Additionally, should TDC appoint a contractor to complete the refurbishment works, there would be a further £5,400 for post consultancy fees. The remaining £6,169 from the fund will be used for additional investigation if needed. If not required, the balance will cover post-consultancy fees.

Additional comments (if not concurring)