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Planning

## **Pre-Engagement Tender for the Refurbishment of the Princess Elizabeth Pavilion (Building 2), Moredon Sporting Hub**

Central Swindon North Parish Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

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### **Scope**

### **Reference**

CSNPC-MSH-B2-2025

### **Description**

Pre-Engagement Tender Pack

Refurbishment of Princess Elizabeth Pavilion (Building 2)

Client: Central Swindon North Parish Council

Project Reference: CSNPC-MSH-B2-2025

Prepared by: Andrew Briggs - Head of Operations

Date: June 2025

## 1. Project Summary

Central Swindon North Parish Council is seeking indicative costings from competent contractors for the refurbishment and repurposing of the Princess Elizabeth Pavilion (Building 2), a mid-20th century structure of local heritage interest.

Originally opened by Princess Elizabeth in the 1950s, the building formerly functioned as a

cricket pavilion. The Council now intends to modernise and convert it into a multi-use office

facility with an open plan council chamber, kitchenette, disabled WCs, and supporting spaces.

This pre-engagement exercise is part of an early stage budget approval process and not a formal tender.

## 2. Project Objectives

- Refurbish and modernise the building for year-round council and community use.
- Retain key architectural elements while addressing current building regulations.
- Improve accessibility and internal layout.
- Address potential asbestos issues and legacy infrastructure concerns.

## 3. Site and Building Overview

- Location: Moredon Sporting Hub, Swindon
- Building Age: Constructed in the 1950s
- Structure Type: Single-storey brick building with pitched tiled roof
- Condition: Average. Signs of age-related wear, especially roof and interior.

- Planning Consideration: Heritage significance due to royal opening and local historical relevance.

- Asbestos Risk: Confirmed presence - see Section 9.

#### 4. Scope of Proposed Works

Refer to Proposed Floor Plan Drawing No. 1308\_02. Key scope elements:

- Internal Refurbishment:

- o Full strip out of internal partitions and services (Electrical / Mechanical) as required.

- o Creation of open plan Council Chamber space (~6.5m x 8.5m)

- o Three offices, kitchenette, accessible WCs

- o All mechanical & electrical (M&E) renewals

- External Works:

- o Removal of security fencing.

- o Reinstatement of windows and doors

- o New entrance doors with ramps for DDA compliance

- o Roof repairs including tile replacement and insulation upgrades

- o Render application.

- Compliance Upgrades:

- o Fire safety

- o Disabled access

- o Thermal efficiency & use of renewable energy.

- o Asbestos survey and removal

## 5. Project Constraints

- The building is of local heritage value; sensitivity to original façade features required.
- Confirmed asbestos presence; removal and management required before works begin.
- Site access must be coordinated with existing sporting hub operations.
- Budget approval pending - works will proceed to full tender once approved.

## 6. Submission Requirements

Interested parties should provide the following:

### 1. Indicative Quote

- o An indicative cost estimate, broken down by major work elements.
- o Include contingencies for asbestos, roofing, M&E

### 2. Programme Outline

- o Estimated construction timeline (start to practical completion)

### 3. Relevant Experience

- o Examples of similar refurbishment or historic building projects
- o Contractors will be expected to comply with CDM 2015 Regulations, and relevant Health & Safety, building, and environmental legislation during works.

### 4. Assumptions and Exclusions

- o Clearly state any assumptions made in pricing
- o List exclusions (e.g. landscaping, furniture, specialist surveys)

## 7. Available Documents

- Existing Floor Plan - Drawing No. 1308\_01

- Proposed Floor Plan - Drawing No. 1308\_02
- Asbestos Reinspection Report - HBE, Report No. J024539 (Nov 2018)
- Site location plan.
- Photos

All documents are available on request or for inspection.

## 8. Asbestos Summary

A reinspection asbestos survey was carried out by HBE on behalf of Swindon Borough Council (Report Ref: J024539, dated 30 Nov 2018), covering the Moredon Recreation Ground Changing Room & Pavilion.

Findings:

Location	Material Type	Asbestos
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Type	Status	Recommendation
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Shower Area		
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002 Toilet cistern	Amosite	Presumed -
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inaccessible	Manage and inspect
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Electrical		
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Cupboard 006		
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Flashguards		
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(textile)	Chrysotile	Presumed -
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inaccessible	Manage and inspect
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Shower Area		
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008 Toilet cisterns	Amosite	Presumed -
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inaccessible Manage and inspect

Plant Room

010

Switchgear

boxes

Presumed

Chrysotile Inaccessible Manage and inspect

periodically

Store 015 Unknown Presumed Inaccessible Presume ACMs -

arrange access

Roof Void -

Attic Unknown Presumed Inaccessible Presume ACMs -

arrange access

#### 9. Next Steps:

- Site Visits available upon request.
- Deadline for Expressions of Interest and Indicative Submissions: 30th June 2025

Contractors must include asbestos management and/or removal costs in their pricing.

- Council Review & Budget Decision: July 2025
- Formal Tender Launch (subject to approval): Q3 2025

Please email submissions or questions to: [Ops@centralswindonnorth-pc.gov.uk](mailto:Ops@centralswindonnorth-pc.gov.uk)

CC: Mr Andrew Briggs

### **Contract dates (estimated)**

- 1 December 2025 to 1 December 2025
- 1 day

### **Main procurement category**

Works

### **CPV classifications**

- 45210000 - Building construction work
- 45310000 - Electrical installation work
- 45320000 - Insulation work
- 45330000 - Plumbing and sanitary works
- 45350000 - Mechanical installations
- 45410000 - Plastering work
- 45421100 - Installation of doors and windows and related components
- 45430000 - Floor and wall covering work
- 45440000 - Painting and glazing work
- 45450000 - Other building completion work
- 90650000 - Asbestos removal services

### **Contract locations**

- UKC - North East (England)

- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

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## **Engagement**

### **Engagement deadline**

30 June 2025

### **Engagement process description**

This pre-engagement exercise is being conducted by Central Swindon North Parish Council to seek expressions of interest and indicative quotations from suitably qualified contractors in relation to the proposed refurbishment of the Princess Elizabeth Pavilion (Building 2) at the Moredon Sporting Hub, Swindon.

#### **Scope of Engagement**

The engagement covers:

Review of the provided tender pack, floor plans, and asbestos report

Provision of high-level cost estimates for internal and external refurbishment



Feedback on programme duration, project constraints, and delivery assumptions

Please note: This is not a formal tender. Responses will be used to assess viability, inform budgeting, and secure member approval prior to launching a full procurement process.

### Site & Event Details

Site Address: Moredon Sporting Hub, Akers Way, Swindon, SN2 2NF

Site Visit: Site visits can be arranged by appointment only. Please email [Ops@centralswindonnorth-pc.gov.uk](mailto:Ops@centralswindonnorth-pc.gov.uk) to request access.

No public briefing events are planned at this stage.

### Submission Instructions

All expressions of interest and indicative responses should be submitted by 17:00 on 30 June 2025

Submissions must be sent via email to: [Ops@centralswindonnorth-pc.gov.uk](mailto:Ops@centralswindonnorth-pc.gov.uk)

Include a clear subject line: "EOI - Moredon Pavilion Refurbishment"

Clarification questions can also be submitted to the same email address no later than 24 June 2025

Responses should include:

A completed response or pricing template (if provided)

An outline of cost assumptions and exclusions

A brief summary of relevant project experience

### Next Steps

Responses will be reviewed in July 2025. Contractors may be invited to tender formally in Q3 2025, subject to council approval.

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## Participation

### Particular suitability

Small and medium-sized enterprises (SME)

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### Contracting authority

#### Central Swindon North Parish Council

- Public Procurement Organisation Number: PNJV-3912-DWLW

Moredon Sporting Hub Cheney Manor Ind Estate

Swindon

SN2 2QJ

United Kingdom

Contact name: Andrew Briggs

Telephone: 01793466499

Email: [ops@centralswindonnorth-pc.gov.uk](mailto:ops@centralswindonnorth-pc.gov.uk)

Region: UKK14 - Swindon

Organisation type: Public authority - sub-central government