

**OAKLEAF SPORTS COMPLEX CAPITAL EXPENDITURE –
SPORTS HALL AND SQUASH COURT FLOORING MAINTENANCE**

AGENDA ITEM No. 13

MEETING: RECREATION COMMITTEE
DATE: 8TH JULY 2026
REPORTED BY: SPORTS COMPLEX MANAGER

1.0 Purpose of Report

1.1 The purpose of the report is to set out for the consideration of Members, the undertaking of periodic maintenance of the sports hall and squash court floors at the Oak Leaf Sports Complex, which form part of 2026/27 Capital Programme Budget.

2.0 Background to the Report

2.1 A total budget of £25,000 has been allocated within the 2026/27 Capital Programme, with £12,500 assigned to each project for the reconditioning of the Sports Hall and Squash Court floors within the sports complex.

Sports Hall Floor

2.2 The sports hall floor is constructed from a composite block system, commonly known as Granwood, made from a mixture of wood fibres and binding materials. It forms a durable and resilient surface designed to withstand high levels of multi-use activity, while providing suitable grip and shock absorption for a range of indoor sports.

Squash Court Floor

2.3 The squash court floors are constructed from a specialist timber sports flooring system, typically formed from high-quality hardwood boards designed to provide a smooth, consistent playing surface. This type of flooring offers excellent durability, grip, and ball response, which are essential for squash. It is specifically designed to withstand intensive use while maintaining performance and can be effectively maintained through periodic sanding and resealing to preserve its condition and longevity.

Contractor Expertise and Continuity of Maintenance

2.4 The refurbishment of both the sports hall and squash court floors is a specialist piece of work, requiring a high level of expertise and knowledge of sports flooring systems. Due to the technical nature of the materials involved, including Granwood and specialist timber flooring, it is essential that the works are undertaken by an experienced contractor with a proven track record in delivering this type of project.

2.5 For these reasons, only one quotation has been obtained from the previous supplier. This approach is considered appropriate, as the contractor is a trusted and established provider who has carried out previous works to a high standard and has a detailed understanding of the history, condition, and construction of the existing floors. This knowledge significantly reduces risk, ensures continuity in maintenance, and provides confidence that the works will be completed efficiently and to the required standard.

Recommended Maintenance Programme by a Specialist Contractor

2.6 The flooring requires a programme of periodic maintenance to ensure it continues to perform effectively and maintain its appearance. This typically includes a chemical clean every 2 to 3 years to remove surface contaminants, restore grip, and refresh the finish. In addition, a full machine sand and reseal is generally required every 15 to 20 years, depending on usage levels, to fully restore the surface, address wear, and extend the overall lifespan of the floor.

3.0 Current Situation

3.1 The following historic work has been carried out on the Sports Hall Floor:

- 2011 Sports Hall Refurbishment and Seal £2,950
- 2015 Sports Hall Chemical Clean £3,230
- Only routine maintenance to fix issues over the years can be found on the squash courts.

3.2 The Oak Leaf Sports Complex floors require varying levels of maintenance depending on how they are used. For example, if gym mats are used on a weekly basis, they can scuff the top surface layer, which may result in the need for annual maintenance to prevent the surface from becoming slippery. Conversely, if limited equipment is used on the floors, the maintenance programme can be extended.

3.3 The work previously undertaken was a specialist task, completed to an excellent standard, and has performed extremely well over time, particularly considering the high levels of multi-use the facility has experienced. The surface remains in very good condition overall, with only minor scratches and small areas of damage evident, consistent with normal wear and tear.

Picture 1 – Sports Hall Flooring



Picture 2 – Sports Hall Minor Damage



Picture 3 – Squash Court Flooring



Picture 4 – Squash Court Flooring Minor Repair



3.4 Undertaking the work to both the sports hall and squash court floors at the same time is justified to maintain consistent standards across the facility and ensure both areas remain safe, functional, and fit for purpose. Both floors are subject to regular, intensive multi-use, and although they have performed well, signs of wear such as minor scratches and surface damage are now evident.

- 3.5 Carrying out this specialist reconditioning work concurrently is also more cost-effective and operationally efficient, reducing disruption to users and avoiding the need for repeated contractor mobilisation. In addition, addressing both areas proactively helps preserve the longevity of the flooring, prevents further deterioration, and maintains the overall quality and appearance of the sports surfaces in line with user expectations.
- 3.6 The required maintenance is now due and should be carried out as a matter of priority to prevent further deterioration, protect the long-term condition of the flooring, and ensure the facilities remain safe, suitable, and fit for continued use.

4.0 Required Works

- 4.1 Members are asked to consider the two options presented for the Sports Hall floor works.

Sports Hall Flooring

Option 1 – Chemical Clean

- 4.2 This option involves a clean and reseal of the existing Granwood block flooring within the main sports hall. The works will include carrying out localised repairs to up to two individual blocks, followed by a slow machine clean using a low-foam cleaning solution. The surface will then be wet vacuumed, neutralised, and dried before being mechanically abraded to create a suitable key. Once prepared, two coats of polyurethane seal will be applied to restore and protect the floor surface.
- 4.3 This process will enhance the appearance, performance, and durability of the existing floor while maintaining its current structure.
- 4.4 The works are expected to take approximately three days to complete, followed by a curing period of up to four days, during which time the Sports Hall will be out of bounds (a total of seven days out of use). This temporary closure is necessary to allow the sealant to fully cure and ensure a durable, high-quality finish, preventing any damage to the newly treated surface and maintaining the long-term performance of the flooring.
- 4.5 **The total cost of this option is £5,998.**

Option 2 – Full Re-Sand and Re-Marking of Court Lines

- 4.6 This option involves a comprehensive refurbishment of the Granwood sports hall floor through a full machine sanding process and re-lining of all court markings. The works will include filling any open or chipped Granwood blocks, followed by machine sanding the entire floor to achieve a fine, uniform finish. A base coat of polyurethane seal will then be applied, after which the surface will be mechanically abraded to form a suitable key.
- 4.7 All court markings will be accurately reinstated, including badminton, netball, hockey and five-a-side football court markings, ensuring compliance with sport-specific layouts. In addition, markings for two pickleball courts will also be added. A final preparation process will be undertaken before the application of two further coats of polyurethane seal to provide a durable, high-quality finish.
- 4.8 This option represents a full restoration of the sports hall surface, significantly enhancing its appearance, playability, and longevity.

- 4.9 The works are expected to take approximately seven days to complete, followed by an additional curing period of up to five days, during which time the Sports Hall will be out of bounds (A total of twelve days out of use). This temporary closure is essential to allow the newly applied finishes to properly cure, ensuring a durable, high-quality surface and preventing any damage prior to recommissioning.
- 4.10 **The total cost of this option is £15,860.**
- 4.11 The Sports Complex Manager recommends that Option 2 is selected by Members, as it will better protect the floor surface and help ensure its long-term durability and performance, with the added advantage of adding pickle ball lines, which would enhance the sports complexes activity programme.

Squash Courts

- 4.12 The works will comprise the machine sanding of the existing Junckers strip timber squash court flooring to achieve a consistent medium finish on each individual court. Upon completion of the sanding process, each court will be accurately marked out and a new set of red line markings applied in accordance with squash court specifications.
- 4.13 The works are specialist in nature and will be undertaken on a per-court basis to ensure a high-quality, uniform playing surface. This will restore the performance, appearance, and durability of each squash court, ensuring it remains fit for purpose and meets user expectations.
- 4.14 All four squash courts require maintenance work to address wear to the playing surfaces and ensure they remain suitable for continued use.
- 4.15 The courts will require closing for 4 days due to sanding works and associated air quality considerations. This temporary closure will allow the newly applied finishes to fully cure, ensuring a durable, high-quality playing surface and preventing any damage before the courts are brought back into use.
- 4.16 **The total cost for all four courts is £4,000.**

5.0 Policy Implications

- 5.1 The proposed works will assist the Council in the delivery of Strategic Aim No.2:
“To manage the council’s finances and assets in a responsible manner”.

6.0 Staffing Implications

- 6.1 The Sports Complex Manager will oversee the planning and completion of these works.

7.0 Financial Implications

- 7.1 For the reasons outlined earlier in the report including the timescales, the risks associated with transitioning to a new supplier and the lack of suitable alternatives, officers are seeking approval for a Standing Orders Exemption. This will enable continued engagement with the existing specialist contractor, streamline the delivery of the works, ensure the most appropriate refurbishment approach is implemented for both the sports hall and squash court floors, and maintain effective technical expertise and support throughout the process.

- 7.2 A Standing Orders Exemption Form has therefore been included at Appendix 1 for Members' consideration and approval.
- 7.3 As highlighted earlier, a budget of £25,000 in total (£12,500 for each project) has been set aside for the Sports Hall and Squash Court Flooring in the 2026/27 Capital Programme.
- 7.4 The cost of the works is broken down in the table below:

Option	Cost	Saving*	Remarks
Option 1 – Chemical Cleaning of Sports Hall Floor and Sand, Reseal and Re-marking of Squash Court Floors	Sports Hall £5,988 (+VAT)	£15,012	
	Squash Courts £4,000 (+VAT)		
	Total £9,988		
Option 2 - Full Sand, Reseal and Remarking of Sports Hall and Squash Court Floors	Bowls Hall £15,860 (+VAT)	£5,140	Officer's Preferred Option
	Squash Courts £4,000 (+VAT)		
	Total £19,860		

**Total saving against total budget set for both projects.*

- 7.5 The maintenance works have been provisionally scheduled to commence on 19th August, subject to Member approval. In order to proceed within this timeframe, Members are requested to approve the waiving of Standing Orders, to enable officers to issue a purchase order immediately following this meeting, thereby ensuring that the works are delivered during the quieter August period.

Facility Closure

- 7.6 The maintenance work necessitates that the facilities be temporarily taken out of use; for the duration for each option, as noted above, and the impact of this is detailed in the tables below.

Sports Hall

- 7.7 The table below sets out the income generated in the sports hall during the corresponding period last year broken down into each budget line, which represents the potential loss of income:

Budget Line	Option 1 19-25 August (7 Days)	Option 2 19-30 August (12 Days)
Football	£373	£674
Badminton	£102	£181
Pickleball	£46	£55
General Sports Hall Usage	£0	£0
Sports Coaching	£54	£89
Total Income During Period	£575	£999

Squash Court

7.8 The table below sets out the income generated in the Squash Courts during the corresponding period last year, which represents the potential loss of income:

Serial	Budget Line	24-27 August (4 Days)
1	Squash Court	£226

8.0 Crime and Disorder Implications

8.1 None.

9.0 Equal Opportunities Implications

9.1 None.

10.0 Environment, Biodiversity and Climate Change Implications

10.1 None.

11.0 Risk Assessment

11.1 It is not considered that the matter contained in this report poses a risk to health and safety of staff or to financial or public standing of the Council to a degree that a risk assessment should be appended to this report.

12.0 General Data Protection Regulations (GDPR)

12.1 Is any personal or sensitive data required for this proposal which may have any implications for GDPR? NO

13.0 Recommendations

13.1 It is recommended that Members:-

- i. Receive the report;
- ii. Review the two options for the sports hall and advise the officers as to which option they wish to proceed with.
- iii. Consider the officers' request to waive Standing Orders to allow the issue of a purchase order, enabling the works to be carried out during the provisionally booked quieter summer period, thereby minimising lost income during closure of the two areas.
- iv. Approve the attached Standing Order Exemption Form attached in Appendix 1, allowing the Council to work with the previously used specialist supplier to undertake the maintenance works to the sports hall and squash court floors.

Sports Complex Manager