

5. FACILITIES MANAGERS REPORT – 21st September 2021

FACILITIES COMMITTEE MEETING

Eastern Avenue Footpath Link

The new footpath linking Springfield Road with Eastern Avenue has been completed and has been formally opened by Cllr. Smith and Cllr. Craker.



Thorn Park

Unfortunately one of the picnic benches in Thorn Park has been destroyed due to arson. The incident has been reported to the police and a claim opened with the Town Council's insurers to cover the cost of replacement and the repair of the concrete slab. The adjacent bin was slightly damaged.

Utilities (Item 7)

The current electricity and gas supply contracts are due for renewal on 30th September 2021.

The Town Council have been working with Utility Aid to negotiate new electricity and gas contracts. Utility Aid come recommended by the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) and offer specialist support to local councils and the not-for-profit sector.

Utility Aid have carried out an audit of our current electricity usage and have recommended 'SSE Protect' at an annual cost of **£8,534.75 + VAT** for a contract period of 48-months. This includes 100% renewable energy from UK wind farms and hydro power stations. EDF have quoted **£8,516.49 + VAT** to renew the existing contract (price fixed for 12-months).

Utility Aid have recommended Crown Gas and Power to supply gas at an annual cost of **£5,160.12 + VAT** for a contract period of 60-months.

Public Hall (Item 8)

External repairs – The work to repair the stone finials on the gable end of the Public Hall (Barras Place) has been completed and the scaffolding has been removed.

The scaffolding that was erected to enable Wildanet to access the other gable end of the Public Hall has also now been removed.

Internet – Unfortunately, we have been able to find three contractors (the minimum number required to comply with the Town Council's Financial Regulations) willing to quote for the work to upgrade the data cabling and associated works in the Public Hall. Two contractors responded to the initial advertisement, the first quote was for **£21,205.92 + VAT** and the second quote was for **£27,164.78 + VAT**. In response some further work was undertaken to revise the specification and the invitation to quote was re-issued with a deadline of 23rd July. We received one return for the sum of **£18,150.19 + VAT** inclusive of CCTV upgrade.

RECOMMENDATION: To approve the quote for the sum of **£17,212.19 + VAT** and that this is drawn down from the Properties Reserve.

Display Energy Certificates (DEC) – The purpose of DEC's is to raise public awareness of energy use and to inform visitors to public buildings about the energy use of that building. DEC's provide an energy rating of the buildings from A to G, where A is very efficient and G is least efficient, based on the actual amount of metered energy used by the building over 12-months. The certificate must be displayed in a prominent place clearly visible to the general public. A report accompanies the certificate which contains recommendations for improving energy performance. DEC's are required for buildings with a floor area over 250m² that are occupied in whole or part by public authorities and frequently visited by the public. Where the building has a floor area of more than 1,000m² the DEC is valid for 12-months. Where the building has a floor area of between 250m² and 1,000m², the DEC is valid for 10 years. The DEC for the Public Hall had lapsed but a consultant has been appointed to renew the certification.

Recruitment

Tony Misson will be retiring in October following many years of service with the Town Council as both caretaker and Facilities Manager. Recruitment is underway for a part-time (24-hours) caretaker. The interviews take place on Friday 24th September, and we hope to have the new member of staff in post by mid-October.