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| **Finance and General Services Committee Meeting** | A black and white drawing of a church  Description automatically generated    Market Drayton  Town Council |
| **Agenda Item: 9.FG Market Drayton Sports Association** |
| **Date: 5 September 2024** |
| **Appendix : FG064** |

**Background information**

Representatives from MDSA attended the Finance and General Purposes Committee meeting held on the 15th December 2022. The Chairman of Greenfields Sports Association explained that electrical work needed to be undertaken on site and requested financial support from the Town Council to cover the costs of the work.

He explained that the proposed works will be done in two phases.

Phase 1 – urgent work to be completed within two months at a cost of £15K .

This will be testing all trips in the distribution boxes to identify any immediate risk areas, install five-time delay units in the bunker so immediate trip at source should there be any issues and identify and replace priority distribution boards.

Phase 2 – work to be completed within three months at a cost of approximately £66K but more quotes are to be obtained.

This will cover supplying new mains supply switches, distribution boards, football club floodlights switch gear and training lights.

It was **RESOLVED:**

**To fund Phase 1 of Greenfields Sports Association Ltd electrical work at a cost of £15K to come out of General Reserves.**

**To ringfence £50K from General Reserves for Phase 2 of Greenfields Association Ltd electrical work. Money will be allocated once three quotes have been received for the necessary works and allocated when needed.**

**£15K to be added to Greenfields Association Ltd budget for the financial year 2023/24. To be allocated upon receipt of invoices.**

It was **RESOLVED** at the Finance and General Purposes Meeting held on 23 February 2023:

* **To carry out the procurement for the upgrade of the electrics at Greenfields Sports Ground on behalf of Market Drayton Sports Association.**
* **To follow the legal advice for carrying out and paying for the works.**
* **This will be a one-off procurement carried out by the Town Council**
* **The gifting of the electrical works undertaken will be subject to agreement from Market Drayton Sports Association that the Town Council is not liable for any ongoing maintenance of the electrics or any electrical issues that arise after the work is complete.**
* **The process to be carried out in line with Town Councils Financial Regulations.**
* **As the tender Opportunity will be over £30,000 it will be advertised on Contracts Finder.**
* **The tenders for the works will be considered at Town Council and Town Council will be award the contract.**

It was **RESOLVED** at the Full Council meeting held on the 20 July 2023:

**To accept quote A for £2,000 for testing 200 circuits and the production of an Electrical Installation Condition Report for Greenfields Sport Ground.**

It was **RESOLVED** at the Finance and General Purposes Meeting held on the 14 December 2023:

**To appoint Contractor number 6 at a cost of £21,763 to carry out the EICR compliance work at Greenfields Sports Ground, subject to satisfactory references.**

**Any additional work identified under dayworks to be approved by the Clerk.**

**To be paid for from Earmarked Reserves.**

**Update**

The electrical inspection condition report (EICR) was completed in August 2023. The report was very comprehensive, with photographs of all the faults attached.

The EICR showed that 5 out of the 6 metered supplied failed; the tennis facility passed. The report found that throughout the site there were a number of distribution boards/consumer units/switches/sockets/lights that need replacing.

The EICR also stated that ‘The enclosures at the bases of the floodlight stantions are in a poor state and will need replacing in the near future to ensure their IP rating due to 400v being present. Recommendation: rather than go to the expense of replacing the enclosure, we advise that an upgrade to low energy lighting saving cost’.

The tender specification was produced referencing the EICR. The specification included pricing for all the EICR compliance work.

For the floodlights pricing was requested for EICR compliance work and to upgrade the floodlights on the football pitch and rugby pitches. Although this work was not part of the Phase 2 work the working party agreed, that if it was financially viable to replace the floodlight stantions rather than repair them, the option to replace them could be presented to Council for consideration. Requesting a price to upgrade the floodlight stantions would also provide an indication of the cost for the sports clubs.

The tender specification included a caveat that the Council reserves the right not to award any or part of the work at this time.

The tender opportunity was advertised on Contracts Finder on 18 October 2023.

There was a very good response; 39 tender packs were sent out.

Two site visits have taken place; both were well attended.

The closing date for tenders was Friday 24 November 2023. 7 tenders were received.

The prices submitted to upgrade the floodlights exceeded the money ringfenced by the Town Council.

The tender was awarded at the meeting held on 14th December 2023.

The contractors started work in January 2024. The contractors identified issues with the lighting stantions and the electrics, as no paperwork could be supplied regarding the structural integrity of the stantions it was agreed that the work on the lighting stantions and the connected electrics would not be undertaken; an Electrical Danger Notification was issued for the football pitch floodlights, which was forwarded to Market Drayton Sports Association.

Minor Electrical Installation Works certificates were issued by the Contractor in February 2024; unfortunately, when we requested the EICR’s be updated to reflect the work undertaken some areas of work were identified which had not been completed. Following a site visit with the contractor this work has now been completed and updated EICR’s have been produced for the site with the exclusion of:

- the existing car park lighting poles, lamp heads and supply cables from the site power supply bunker.

- the existing MDTFC flood light towers(4 off) all existing lighting heads installed, and all power cables from the site power supply, and any power cables between said 4 towers.

- the existing MDRFC training pitch flood light towers (2 off plus lighting heads on 2 shared towers)all installed lighting heads, and all power cables from the site power supply bunker, and any power cables between these towers and the shared tower lighting heads.

- the existing MDRFC pitch flood lights ( 6 off) all existing lighting heads installed and all power cables from the site power supply bunker, and any power cables between said 6 Towers.

The outstanding electrical testing of the floodlights and carparking lights has been passed back to Market Drayton Sports Association. They are in the process of installing new flood lights on the football pitch and are obtaining structural tests for the other floodlights.