

## Overview Report Festive Lighting 2023

### Information:

#### Festoon Lighting

There are factors Members should give consideration to prior to appointing a contractor for the year 2023 and approving any maintenance works in the lead up to the Light Switch on and Christmas season.

The distance between each lamp is currently 200-300ml.

Several contractors have advised that the distance is extremely close for a large area such as Fore Street and are to provide quotes for festoon lighting with a 500-600ml distance between each lamp.

An increased distance would assist in alleviating the regularity of the loss of bulbs during the Christmas period, whilst providing a cost saving of around a third on electricity charges and subsequent replacement of bulbs.

Examples of potential cost savings:

- Currently 1600 lamps in Fore Street;
- Reduction of 534 lamps;
- Cost of lamps at 2022 prices of £2.40 per lamp;
- Approximate saving of £1281.16.
  
- It cost approximately £395.20 for electricity on Fore Street between 01/12/2021 to 28/02/2022;
- An approximate cost saving of £131.73 as a third less electricity supply is required.

The rubber seals on the festoon lighting are IP44. The current industry standard is up to IP66. Due to the festoon lighting being stationary throughout the year the condition of the lighting is subject to the elements and deterioration, with previous procurement and installation having been actioned over 5 years ago.

When a lamp is switched on, the lamp conducts heat resulting in the rubber seal expanding, as it was designed to do. When the lamp is then turned off after several hours the rubber contracts and any droplets on the external area of the lamp can be drawn into the inner section between the lamp and electrical elements. This can result in a loss of bulb due to water damage as well as the internal elements becoming brittle.

Both factors – distance and condition of the currently installed festoon lighting contribute as to why there will always be a loss of lamps in the lead up to Christmas.

A visual inspection was undertaken by the ASDM to ascertain how many bulbs have been lost to date. As of 18.08.23 there are 34 bulbs requiring replacement.

### Guildhall Wall Wash Lights

Investigations are continuing for the Guildhall Wall Wash Lights with quotes being received to install a timer and set up colour changing facilities.

### Brunel Bust and Cornish Cross Lighting

Timers have been procured and are to be installed by the SD Team. The Cornish Cross and Brunel Bust will be lit green in conjunction with all festive lighting during specified hours of 16:30 and 23:00.

### Fairy Lights in Trees Outside Brunel House

It has been ascertained that pre-existing fairy lights located in the trees outside Brunel House are broken and damaged and have been for a while. These are required to be removed and disposed of by the SD Department.

### Bunting

Members are requested to consider the costs associated with the removal of bunting if it is to be retained and reused.

The bunting cost approximately £400.00 to procure for the year 2022/23.

Bunting entangles itself around the catenary wires and festoon lighting resulting in it requiring to be cut and disposed of annually. If Members wish for the bunting to be retained and reused the following year, there will be a significant cost occurred that must be considered.

### Christmas Flags

The SD Department are to confirm they are in good condition for the year 2023 with installation detailed in the proposed schedule.

### Budgets

Further consideration is required to be given to the budget codes 6515 Festive Lights and Maintenance and 6572 SE EMF Festive Lights for the year 2024/2025 to ensure sufficient funds are allocated to the correct budget codes for annual works required in the lead up to the festive period.

### Schedule Overview

The catenary wires require checking annually. Quotes have been sought and provided for Members' consideration. Some of the companies approached were able to provide a quote for both catenary wire checks and festive electrical light installation for the year 2023.

This could offer a cost saving due to the number of times labour, inclusive of a Mobile Elevated Working Platform (MEWP), is required on site to undertake possible maintenance works and complete safety checks to the catenary, festoon lighting infrastructure and installation / removal of festive lighting for the year 2023.

A proposed schedule of works has been drafted. Costs are subject to requirements and the necessity for maintenance works to be undertaken.

It is recommended all maintenance works be delegated to the Town Clerk to oversee and manage in the lead up to Christmas for the year 2023.

**End of Report**

**Administration Officer**