

Pwyllgor Rheoli Asedau

Asset Management Committee

Agenda
08.06.2021

- | | |
|---|--|
| <p>1. Ethol Cadeirydd y Pwyllgor.
I benodi Cadeirydd am y flwyddyn i ddod.</p> | <p>Election of Committee Chair.
To appoint a Chair for the ensuing year.</p> |
| <p>2. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn Ymddiheuriadau am absenoldeb.</p> | <p>Apologies for absence.
To receive, consider and accept apologies for absence.</p> |
| <p>3. Ethol Is-Gadeirydd Pwyllgor.
I benodi Is-Gadeirydd am y flwyddyn i ddod.</p> | <p>Election of Committee Vice Chair.
To appoint a Chair for the ensuing year.</p> |
| <p>4. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o fuddiant ar eitemau ar yr agenda.</p> | <p>Declaration of Interest.
To receive any known declarations of interest in items on the agenda.</p> |
| <p>5. Cofnodion.
I awdurdodi'r Cadeirydd i arwyddo cofnodion yr cyfarfod blaenorol y Pwyllgor fel cofnod cywir.</p> | <p>Minutes.
To authorise the Chair to sign the minutes of the previous meeting of the Committee as a correct record.</p> |
| <p>6. Adroddiadau Clerc y Dref.</p> <ul style="list-style-type: none">a) Cynllun Gweithredu Blaenoriaeth Rheoli Asedau.b) Cyflenwr Ynni.c) Byrddau hysbysebu ar dir Cyngor y Dref.d) Ffioedd a thaliadau Neuadd y Dref. | <p>Town Clerk Reports.</p> <p>Asset Management Priority Action Plan.</p> <p>Energy Supplier.</p> <p>Advertising boards on Town Council land.</p> <p>Town Hall fees and charges.</p> |
| <p>7. Rhan B
Gwahardd y cyhoedd a 'r Wasg.
Yn rhinwedd Deddf Cyrff Cyhoeddus (Derbyn i Gyfarfodydd) 1960, ni chaiff y wasg na'r cyhoedd eu cynnwys yn y trafodaethau ar yr eitem ganlynol ar y sail y byddai eu datgelu yn niweidiol i fudd y cyhoedd oherwydd natur gyfrinachol y busnes i'w drafod.</p> | <p>Part B
Exclusion of Public and Press.
By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</p> |
| <p>8. Unedau rhent.</p> | <p>Rental units.</p> |

Adroddiadau

Mae adroddiadau yn ddogfennau gwaith ac felly nid yw nhw cael eu cyfieithu.

Reports

Reports are working documents and are therefore not translated.

REPORT AUTHOR: Town Clerk.
SUBJECT: Asset Management Priority Action Plan.
REPORT FOR: Decision.

1. Summary

1.1 To consider the asset management priority action plan.

2. Background.

2.1 At previous meetings of the Asset Management Committee, Members resolved to have a priority list of works required to be undertaken on the Town Councils assets.

3. Priority Action Plan.

3.1 The attached priority action plan identifies works across the whole of the portfolio, some of which are contractual obligations and other works identified as a priority either due to the fact that they have come to light in recent months or have been deferred from the previous financial year due to the requirements to limit expenditure and to support another project.

3.2 In addition that a number of items which have where identified in the condition survey prepared prior to the transfer of the Town Hall to the Town Council which at that time were regarded as medium to long term actions. However, 10 years later these work have yet to be undertaken and therefore due consideration must be made on how to address this situation.

3.3 The action plan indicates the potential costs of the works required and also lists the current budget available to committee for the 21/22 financial year including current reserves. It is clear that the cost of the works identified are far greater than the budget therefore the priority list will need to be refined to bring cost in line with the budget. As a consequence, some works will need to be reprogrammed for future financial years.

3.4 The prioritisation of works, by Members, will assisted forward planning and will inform the Committees budgetary requirements for future financial years which will assist the Town Council when setting future precepts. Consideration must also be given to the need to maintain a specific earmarked reserve in future years.

4. Recommendation.

4.1 It is recommended that the Committee considers the asset management priority action plan to:

- a) Prioritise works for the 21/22 financial year, to bring the costs in line with budget.
- b) Identify works to be scheduled for action in future financial years.
- c) Asses the future reserve requirements.

5. Reasons for recommendation

5.1 To maintain and safeguard Town Council assets and fiscal probity.

Asset Management Priority Action Plan

In Progress
Completed
Action pending
Review
Withdrawn

Priority	Item	Specific Task	Target	Outcomes	Status	Comments	Projected Cost
2021/22							
1	Town Hall roof survey	Commission survey	May-21	Ensure structural integrity			£0.00
2	Floral Displays summer planting and watering	Contract in place	May-21	Town floral displays			£7,000.00
3	Town Hall Gas installation testing	Commission survey	Jun-21	Health and Safety			£150.00
4	Chainbridge	Commission survey	Jun-21	Ensure structural integrity			£3,000.00
5	Town Hall roof and balcony ceiling repair	Appoint contractors	Aug-21	Safeguarding asset			£15,000.00
6	Christmas illuminations	Repair replacement	Aug-21	Safeguarding asset			£4,500.00
7	Illuminations catenary testing	Commission survey	Sep-21	Ensure structural integrity			£2,000.00
8	Floral Displays winter planting	Contract in place	Sep-21	Town floral displays			£900.00
9	Outbuildings roof repair	Appoint contractors	Sep-21	Safeguarding asset			£15,000.00
10	CCTV decommissioning	Redundant equipment	Oct-21	Cost reduction			£2,000.00
11	Christmas illuminations	Contract in place	Oct-21	Installation and removal			£4,500.00
12	Former War Memorial Land Transfer	Submit application to land registry	Dec-21	To transfer land ownership		Instructions with solicitors	£1,500.00
13	Town Hall networking	Survey	Aug-22	Potential income generation.			£4,000.00
14	Town Hall transfer to led lighting public areas	Appoint contractors	Dec-21	Running cost savings			£2,000.00
15	Town Hall transfer to led stage lighting.	Replace fittings	Dec-21	Running cost savings			£500.00
16	Town Hall fire alarm system	Appoint contractors	Dec-21	Safeguarding asset			£30,000.00
17	Town Hall internal improvements	Appoint contractors	Dec-21	Safeguarding asset			£3,000.00
18	Town Hall Bell silencing	Fit silencer	Dec-21	Reduce noise pollution		Contribution from Royal Hotel	£5,000.00
19	Town Hall Bell autowinder	Commission survey	Dec-21	Health and Safety staff welfare			£7,000.00
20	Parade Street land acquisition	H&S works and improvements	Jan-22	Open space in front of Council Chamber			£5,000.00
21	Town Hall outbuildings refurbishment	Feasibility study	Jan-22	Safeguarding asset			£7,500.00
						Total	£119,550.00
						Available Revenue Budget	£48,500.00
						Shortfall	£71,050.00
						Asset reserves	£20,000.00
2022/23							
22	Town Hall CCTV	Appoint contractors	Dec-23	Improved security			£3,000.00
23	Town Hall Office painting	Appoint contractors	Jan-22	Safeguarding asset			£2,000.00
24	Town Hall outbuildings refurbishment	Tender	Apr-22	Safeguarding asset			£1,500.00
25	Town Hall outbuildings refurbishment	Contract	May-22	Safeguarding asset			£90,000.00
26	Pen y Bryn Cemetery	Feasibility study	Jun-22	Establish more productive use of land			£3,000.00
						Total	£99,500.00
2023/24							
27	Town Hall fixed wire testing		May-23				£3,000.00
25	Chainbridge	Commission survey	Jun-23	Ensure structural integrity			£3,000.00
29	Town hall exterior painting	Appoint contractors	Aug-23	Safeguarding asset			£20,000.00

REPORT AUTHOR: Town Clerk.
SUBJECT: Energy Supplier.
REPORT FOR: Decision.

1. Summary

1.1 To consider the provision of an energy supplier.

2. Background.

2.1 The current fixed term contract for supply to Centenary Square finished in April and the Town Council is now being charged the standard variable rate. The other contracts for the Town Hall, for both gas and electricity, expire in September and therefore consideration should be given to making the necessary arrangements to allow the transfer of all these accounts as soon as possible. In respect to Centenary Square the current standard variable rate is not the best tariff but fortunately consumption during the summer months is low.

2.2 Having declared a climate and ecological emergency the Town Council's action plan identifies the need to considering a suitable renewable energy supplier to provide the future energy requirements for the Town Council.

3. The green energy markets.

3.1 Over the past year, a lot more suppliers have started to offer 'green' electricity tariffs however, consumer must be wary of what is referred to as 'green-washing' which are not truly green tariffs.

3.2 For every 1000 units of renewable electricity generated, the industry regulator OFGEM gives the generator one 'green' certificate. This is called a Renewable Energy Guarantee of Origin certificate (REGO) which certifies the energy as being green. When a supplier buys this power from the renewable generator to sell to its customers, it also buys the REGO certificates at a cost of about 15p each and at the end of each year, suppliers are required to send these green certificates to OFGEM to prove how much of the power they buy comes from renewables.

3.3 However, there is a market for these certificates which is completely separate from the market for power. This means that it is possible for suppliers to buy as many of the REGO certificates, without buying any power from renewable generators. Instead, they can buy their power from anywhere, even a coal-fired power station, or any other source equally as damaging to the environment and then separately buy enough green certificates to match.

3.4 This means that at the end of the year the supplier has enough green certificates to show OFGEM to legally claim that their power is 100% renewable, without ever actually having spoken to a single renewable generator, this is 'green-washing'.

3.5 The gas market is different, green gas, or biomethane, is gas that is not derived from fossil fuels, it is made by anaerobic digestion. Currently, the UK's total gas consumption is 514 TWh. The latest study by the association for anaerobic digestion estimates that the total potential of green gas to decarbonise the gas grid is about 8-10%.

- 3.6 Suppliers of green gas strive to the upper limit of 10% when providing supplies to customers and undertake carbon offsetting to fill the gap to make real reductions in the amount of carbon in the atmosphere and have other positive social benefits at the same time. True green providers chose a set of new carbon offset projects to help promote green gas internationally.
- 3.7 This means that there are only three genuine green suppliers of electricity and gas currently in the UK Market namely, Ecotricity, Good energy and Green energy. Unfortunately, Ecotricity are not accepting new business accounts, at present, but quotations have been received from the other two suppliers, as detailed in the appendix. Details of the current supplies are also provided for comparison.

4. Recommendation.

- 4.1 It is recommended that the Committee agrees to contract with Good Energy to provide gas and electricity supplies on the 24 month fixed contract rates.

5. Reasons for recommendation

- 5.1 To maintain and safeguard Town Council assets and fiscal probity.

Appendix A

**Good Energy
12 Month Fixed
Contract Rates**

Location	Meter Serial Number	Annual Consumption (kWh)	Contract End Date	Unit Rate (Pence per kWh)	Standing Charge (Pence Per Day)	Annual Standing Charge	Annual rate	Total Charge
Centenary Square	E18UP07928	668		17.61	32.1	£117.17	£117.63	£234.80
Town Hall	K002J01453	2660	31 September 2021	16.62	36.77	£134.21	£442.09	£576.30
Town Hall	K004J02712	360	31 September 2021	16.62	36.77	£134.21	£59.83	£194.04
Town Hall	K95J17288	6824	31 September 2021	16.62	56.06	£204.62	£1,134.15	£1,338.77
Town Hall	L312J10447	5012	31 September 2021	16.62	56.06	£204.62	£832.99	£1,037.61
Town Hall (Gas)	M016K0314911D6	120918	31 September 2021	3.08	57.18	£208.71	£3,724.27	£3,932.98

Total Gas £3,932.98

Total Electricity £3,187.48

Total Energy £7,120.46

**Green Energy
12 Month Fixed
Contract Rates**

Location	Meter Serial Number	Annual Consumption (kWh)	Contract End Date	Unit Rate (Pence per kWh)	Standing Charge (Pence Per Day)	Annual Standing Charge	Annual rate	Total Charge
Centenary Square	E18UP07928	668		19.92	33.59	£122.60	£133.07	£255.67
Town Hall	K002J01453	2660	31 September 2021	19.92	33.59	£122.60	£529.87	£652.48
Town Hall	K004J02712	360	31 September 2021	19.92	33.59	£122.60	£71.71	£194.32
Town Hall	K95J17288	6824	31 September 2021	19.92	33.59	£122.60	£1,359.34	£1,481.94
Town Hall	L312J10447	5012	31 September 2021	19.92	33.59	£122.60	£998.39	£1,120.99
Town Hall (Gas)	M016K0314911D6	120918	31 September 2021	4.4	77.48	£282.80	£5,320.39	£5,603.19

Total Gas **£5,603.19**
Total Electricity **£3,705.40**
Total Energy **£9,308.59**

**Good Energy
24 Month Fixed
Contract Rates**

Location	Meter Serial Number	Annual Consumption (kWh)	Contract End Date	Unit Rate (Pence per kWh)	Standing Charge (Pence Per Day)	Annual Standing Charge	Annual rate	Total Charge
Centenary Square	E18UP07928	668		16.45	36.74	£134.10	£109.89	£243.99
Town Hall	K002J01453	2660	31 September 2021	16.07	39.53	£144.28	£427.46	£571.75
Town Hall	K004J02712	360	31 September 2021	16.07	39.53	£144.28	£57.85	£202.14
Town Hall	K95J17288	6824	31 September 2021	16.07	70.05	£255.68	£1,096.62	£1,352.30
Town Hall	L312J10447	5012	31 September 2021	16.07	70.05	£255.68	£805.43	£1,061.11
Town Hall (Gas)	M016K0314911D6	120918	31 September 2021	3.02	58.37	£213.05	£3,651.72	£3,864.77

Total Gas **£3,864.77**
Total Electricity **£3,229.14**
Total Energy **£7,093.92**

Current Supplies

Location	Meter Serial Number	Annual Consumption (kWh)	Contract End Date	Unit Rate (Pence per kWh)	Standing Charge (Pence Per Day)	Annual Standing Charge	Annual rate	Total Charge
Centenary Square	E18UP07928	668		33.44	61.84	£225.72	£223.38	£449.10
Town Hall	K002J01453	2660	31 September 2021	16.42	27.99	£102.16	£436.77	£538.94
Town Hall	K004J02712	360	31 September 2021	16.42	27.99	£102.16	£59.11	£161.28
Town Hall	K95J17288	6824	31 September 2021	16.42	27.99	£102.16	£1,120.50	£1,222.66
Town Hall	L312J10447	5012	31 September 2021	16.42	27.99	£102.16	£822.97	£925.13
Town Hall (Gas)	M016K0314911D6	120918	31 September 2021	3.66	25	£91.25	£4,425.60	£4,516.85

Total Gas **£4,516.85**

Total Electricity **£3,135.83**

Total Energy **£7,652.68**

REPORT AUTHOR: Town Clerk.
SUBJECT: Advertising boards on Town Council land.
REPORT FOR: Decision.

1. Summary

1.1 To consider a request for positioning of advertising boards on Town Hall land.

2. Background.

- 2.1 The Town Council have been approached by a local company wishing to get some visibility of its business around Llangollen.
- 2.2 They currently have 2 portable signs, one outside the Market St car park and one outside Wingetts, albeit this has no permission from the Town Council, which is being obscured by the new waste bins. They are now requesting to reposition that sign below the Town Council noticeboard during the day.

3. Considerations.

- 3.1 Members will be aware that there is already a considerable amount of street furniture and advertising boards appertaining to the Town Council's own tenants situated outside their shops during trading hours. In addition, the Town Council have endorsed policy position in relation to the erection of temporary / unauthorised signs on the highway.
- 3.2 This policy states that 'A-boards' will only be allowed in the immediate vicinity of the particular business that they are advertising. The council will not permit A-boards to be placed at locations away from the business, e.g., on nearby street corners, or nearby junctions.
- 3.2 As stated above the current use of the railings in front to Wingetts to mount the information board is not authorised by the Town Council, I may have been mistakenly sanctioned by Wingetts themselves, although this is not confirmed.
- 3.3 To allow businesses that are not located within the Town Hall would set a precedent and would not be compatible with the County Council policy that the Town Council have endorsed.

4. Recommendation.

4.1 It is recommended that the Committee does not agree to the positioning of advertising boards on Town Council land from businesses or organisations that have no relationship to the Town Council.

5. Reasons for recommendation.

5.1 To mirror County Council policies and to ensure the effective management of Town Council assets.

REPORT AUTHORS: Town Clerk.
SUBJECT: Town Hall fees and charges.
REPORT FOR: Decision.

1. Summary.

1.1 To consider increases in the Town Hall Fees and charges.

2. Background.

2.1 Members will recall but during deliberations on the budget for this financial year a major component of the budget is the income generated through the hire of the Town Hall and income from tenants.

2.2 In respect of rental income there sums are fixed under the terms of the respective leases and subject to review in line with landlord and tenant regulations, However, the fees and charges can be adjusted at any time and the current rates were last reviewed in in 2019 during the budgets setting process for the 20/21 financial year.

2.3 The Town Hall fees and charges are adjusted in line with the Consumer Price Index (CPI) as of September in each preceding year (0.7%)

2.4 It is therefore tariffs should increase as illustrated in the table below.

Main Auditorium	Current	charges	21/22
Commercial users.			
Daily (over 5 hrs)	£317		£340
1/2-day rate (2 – 5 hrs) / Evening rate (after 18.00 hrs)	£159		£170
Daytime hourly rate	£43		£46
Evening hourly rate (after 18.00 hrs)	£47		£50
Stage extension fee (per day)	£53		£60
Parties/Private Functions/ Local Sole Traders.			
Daily (over 5 hrs)	£190		£255
1/2-day rate (2 – 5 hrs) / Evening rate (after 18.00 hrs)	£95		£128
Daytime hourly rate	£31		£35
Evening hourly rate (after 18.00 hrs)	£32		£38
Stage extension fee (per day)	£42		£45
Community, Charity and not for profit users.			
Daily (over 5 hrs)	£160		£170
1/2-day rate (2 – 5 hrs) / Evening rate (after 18.00 hrs)	£80		£85
Daytime hourly rate	£20		£23
Evening hourly rate (after 18.00 hrs)	£27		£26
Stage extension/Bar/AV equipment fee (per day/per space occupied)	£27		£30
Set building / Rehearsal fixed fee per session.*	£42		£45
* Morning /Afternoon/Evening			

Chamber.***Commercial users.***

Daily (over 5 hrs)	£106	£114
1/2 day rate (2 – 5 hrs) / Evening rate (after 18.00 hrs)	£53	£57
Daytime hourly rate	£14	£16
Evening hourly rate (after 18.00 hrs)	£18	£20

Parties/Private Functions.

Daily (over 5 hrs)	£80	£85
1/2 day rate (2 – 5 hrs) / Evening rate (after 18.00 hrs)	£40	£43
Daytime hourly rate	£11	£13
Evening hourly rate (after 18.00 hrs)	£14	£16

Community, Charity and not for profit users.

Daily (over 5 hrs)	£53	£57
1/2 day rate (2 – 5 hrs) / Evening rate (after 18.00 hrs)	£26	£28
Daytime hourly rate	£7	£8
Evening hourly rate (after 18.00 hrs)	£9	£10

3. Recommendations.

3.1 It is therefore recommended that the Committee agrees to the increases in Town Hall fees and charges for the 21/22 financial year.

4. Reason for the recommendation.

4.1 To ensure the efficient and effective management of Town Council assets.