



**Corporate Policy and  
Resources Committee**

**Thursday, 9 January 2020**

**Subject: Trinity Arts Centre Lighting**

Report by:

Executive Director of Resources

Contact Officer:

Anna Grieve

[anna.grieve@west-lindsey.gov.uk](mailto:anna.grieve@west-lindsey.gov.uk)

Purpose / Summary:

Increase in funding for the upgrade to lighting and communications systems at the Trinity Arts Centre.

**RECOMMENDATION(S):**

An increase in funding of up to £20,000 be agreed in order that the upgrade to lighting and communications systems at the Trinity Arts Centre may be carried out.

## IMPLICATIONS

**Legal: None.**

### **Financial : FIN/164/20**

There is currently a budget of £500k to fund a number of service improvement projects at Trinity Arts Centre (TAC).

Corporate Policy and Resources committee on 7<sup>th</sup> November 2019 approved capital spend of £60k for two health and safety related investments at TAC; £50k for stage lighting and £10k for a show relay and communication System. Recent market testing has indicated that the cost of these will exceed this amount. Therefore an increase of up to £20k is requested. This will be met from the original £500k allocated to TAC improvements.

As advised previously the approved projects will be funded from either the Property Asset Reserve (£300k) and Borrowing (£200k) as appropriate.

**Staffing : None**

### **Equality and Diversity including Human Rights :**

None.

**Data Protection Implications : None**

**Climate Related Risks and Opportunities: None**

**Section 17 Crime and Disorder Considerations: None**

**Health Implications: None**

**Title and Location of any Background Papers used in the preparation of this report :**

None.

**Risk Assessment :**

**None.**

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

**Yes**

**No**

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

**Yes**

**No**

## **1 Introduction**

- 1.1 On Monday 28<sup>th</sup> October 2019 a report was taken before Management Team for approval to undertake further improvement works to the Trinity Arts Centre as part of the 2019 – 2024 Business Plan.
- 1.2 The Plan identified spend of £50,000 to replace the stage lighting system and spend of £10,000 to replace the show relay and backstage communications system.

## **2 Current Position**

- 2.1 The current systems are old and outdated. The lighting system is working on 3 of the 5 electrical patch boards and there is a risk to performances if another patch breaks. The relay communications system does not provide the ability to allow for communications between front of house and backstage which is crucial to maintaining communications between performers, staff and users to ensure the smooth running of the theatre. As such there is a Health & Safety risk associated with these systems.
- 2.2 Market testing has been undertaken to establish the potential costs and it has been ascertained that to replace both the lighting and communications system could potentially require up to an additional £20,000 on top of the already agreed £60,000.
- 2.3 Investment in the lighting system will achieve:
  - New LED luminaires will reduce energy consumption;
  - A reduced risk of the need to work from height;
  - An increased efficiency of use through providing savings in technician hours;
  - A safe environment with the opportunity to become a learning theatre through improved lighting.
- 2.4 Investment in the Relay & Communications system will achieve:
  - Critical communications between persons backstage and those in stage or tech box;
  - Correct cues to performers;
  - The relay of any general and safety information to performers and visitors to the theatre.

## **3 Procurement**

- 3.1 The intention is to carry out a Request for Quotation procedure through the electronic tendering portal, ProContract.
- 3.2 Three independent suppliers will be invited to quote for the works.

- 3.3 It is anticipated that the process will start w/c 27<sup>th</sup> January 2020 with award of contract w/c 24<sup>th</sup> February 2020. The works will then be programmed in around the theatre schedule.