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Eich Cyf/Your Ref	SL/DPW/PR
Ein Cyf/Our ref	3 February 2021
Dyddiad/Date	P. Rogers
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Rhif Cyswllt/Contact No	paul.rogers@wrexham.gov.uk
E-bost/E-mail	

Dear Clerk

Community Council Street Lighting – Service Level Maintenance Agreement 2021-22

I refer to the current Street Lighting Service Level Agreement (SLA) that you have with Wrexham County Borough Council for the provision of a street lighting maintenance service.

To ensure the sustainability of the service and to meet the ever increasing financial demands associated with delivering the street lighting service, officers have reviewed the current Service Level Agreement.

Attached for your consideration is a copy of the SLA for the next financial year, 2021-22. You will note that the maintenance costs per lighting unit has seen a reduction on last year's figure with the cost per unit per annum falling from the current £25.66 to **£23.89**

If, as a community council, you wish to continue with Wrexham County Borough Council providing your street lighting maintenance service, in accordance with the terms and conditions of the revised SLA, please contact Paul Rogers (Street Lighting Engineer) who will arrange for the necessary paperwork to be processed.

Should you wish to discuss the contents of this letter then please contact my colleague Paul Rogers on the above number.

Yours faithfully,

Darren Williams
Chief Environment & Technical Officer

Agreement for the Maintenance of Community Council Street Lighting

The Parties: Wrexham County Borough Council

Overton Community Council

Period of Agreement 01/04/2021 to 31/03/2022

Agreement Renewal / Termination

Notice to Terminate the Contract by either party must be given at least 3 months in advance.

Eligibility

Community Councils in the Wrexham County Borough Council Area

Pre-Agreement Preparations

Community Councils should confirm the Inventory of their lighting systems as soon as practical. The information required should include the quantitative number of lighting units by type, burning hours and location.

Wrexham County Borough Council can supply these details for confirmation by Community Councils with whom they have a current maintenance agreement.

Wrexham County Borough Council will provide:-

A Street Lighting maintenance service designed to remedy failures quickly and to preserve and extend operating life. The service will encompass all existing columns irrespective of condition.

A 24 hour emergency call out to attend and make safe any electrical or structural hazard occurring after normal working hours.

A record of all repairs undertaken will be retained on the Street Lighting management system for recall by Communities.

Following confirmation of a Community Council's inventory (which may require a survey) Wrexham County Borough Council will provide an energy profile in an electronic format to those Council's who are required to submit details to their energy supplier.

The Contract Includes

1. Fault Repair/Reporting

- Remedial action to repair fault within 7 working days of a patrol or notification of a fault.
- Reports detailing known reported faults.
- Notification of faults which are beyond the control of Wrexham County Borough Council i.e. Scottish Power supply faults.

2. Annual Inspections

An annual inspection of each item will take place. During the inspections Wrexham County Borough Council will:

- Test and inspect all wiring and components for visible deterioration, replacing defective components.

- Inspect all mechanical parts for corrosion, lubrication or deterioration.
- Wash all bowls replacing defective ones.
- Carry out approved electrical testing on 17% of the inventory, to ensure the full inventory is inspected every 6 years. A report on all test results and defects to be sent out on request.
- Carry out structural surveys on 9% of the lighting columns, to ensure all columns are subject to a detailed inspection at least once every 12 years. These tests, deemed necessary to reduce the risk of older columns failing, would be carried out by an approved independent mechanical engineer. Reports on the condition of those tested, with recommendations, will be provided on an annual basis.
- Enter completion details onto the Street Lighting management system for all annual inspections, to record the date, results and identify the inspecting engineer. This information will be held on the database for recall by Communities.

3. Standards

- The Regulations, Codes of Practice, Electrical Civil and Mechanical Standards used are those specified by Wrexham County Borough Council.
- The charges made within the Contract will be subject to annual review.
- The Council has the right to terminate the contract should the Terms and Conditions stated therein be unsatisfactory.

Overton Community Council will pay to Wrexham County Borough Council

1. The sum of **£23.89** Plus VAT per light per annum, quarterly in arrears, adjusted annually after April 2019.
2. All non-routine repairs i.e. lamp replacement and component repairs, will be charged at cost on a monthly basis
3. All new and replacement columns or installations will be invoiced at cost, and will include SCOTTISH POWER mains service connection charges.

Signed by



for **Wrexham County Borough Council**



.....for **Overton Community Council**