

## Pwyllgor Rheoli Asedau

## Asset Management Committee

### Agenda 28.04.2026

- |   |   |
|---|---|
| <p><b>1. Ymddiheuriadau am absenoldeb.</b><br/>I dderbyn, ystyried a derbyn<br/>Ymddiheuriadau am absenoldeb.</p> <p><b>2. Datganiadau o Fuddiant.</b><br/>I dderbyn unrhyw ddatganiadau o<br/>fuddiant ar eitemau ar yr agenda.</p> <p><b>3. Cofnodion.</b><br/>I awdurdodi'r Cadeirydd i arwyddo cofnodion<br/>yr cyfarfod blaenorol y Pwyllgor 28.01.26<br/>felcofnod cywir</p> <p><b>4. Adroddiadau i Pwyllgor.</b><br/>I dderbyn adroddiadau a gyflwynwyd gan yr<br/>Clerc y Dref ac ystyried yr argymhellion<br/>ynddo. Mae adroddiadau yn ddogfennau<br/>gwaith ac felly nid ydynt wedi'u cyfieithu.</p> <ul style="list-style-type: none"><li>a) Bwletin Aelodau</li><li>b) Dyfrio Arddangosfeydd Blodau Tref</li><li>c) Ffenestri Gwydr lliw</li><li>d) Cynnig uwchraddio technoleg</li><li>e) Gofynion Storio Defnyddiwr (diweddariad<br/>llafar)</li></ul> | <p><b>Apologies for absence.</b><br/>To receive, consider and accept apologies for<br/>absence.</p> <p><b>Declaration of Interest.</b><br/>To receive any known declarations of interest<br/>in items on the agenda.</p> <p><b>Minutes.</b><br/>To authorise the Chair to sign the minutes of<br/>the previous meeting of the Committee<br/>28.01.26</p> <p><b>Reports to Committee.</b><br/>To receive reports submitted by the Town<br/>Clerk and considered the recommendations<br/>therein. Reports are working documents and<br/>are therefore not translated.</p> <p>Members bulletin.<br/>Watering of Town Floral Displays<br/>Stained Glass Windows<br/>Tech upgrade proposal<br/>User Storage Requirements (verbal update)</p> |
|---|---|

**REPORT AUTHOR:** Deputy Town Clerk.  
**SUBJECT:** Member Bulletin  
**REPORT FOR:** Decision.

**1.0 Purpose of the report**

1.1 To receive and note actions within the current Members bulletin.

**2.0 Background**

2.1 The Member Bulletin has been prepared to help keep Members of the Committee informed on the status, performance, and condition of Town Council assets. The bulletin is aimed at ensuring that all Committee Members have the same information, reducing misunderstandings or duplication.

2.2 Discussion on the bulletin is seen as an opportunity for Councillors to raise questions, suggest changes, or initiate discussions on aspects of the Town Council portfolio of assets.

2.2 The latest version of the bulletin has been provided, below, for Members to review. Several modifications have been made to improve clarity and to highlight the key priorities for consideration.

**3. Recommendations**

3.1 That the Committee note and accept the updated bulletin.

**4. Reason for recommendations.**

4.1 To develop and understanding of asset management issues facing the Town Council.



# Asset Management Members Bulletin

Last updated 01/2026

**HIGH**  
**MEDIUM**  
**LOW**  
**COMPLETED**



**TC**                    **TOWN CLERK**  
**DTC**                **DEPUTY TOWN CLERK**  
**AMC**                **ASSET MANAGEMENT COMMITTEE**

Date	Description.	Priority	Current Status.	Action Required.	Owner	Review.
01/08/25	Quotations Pen Y Bryn feasibility study		AMC	Implement decision	TC	Sept
01/08/25	Installation of new auditorium curtains		AMC	Implement decision	DTC	Jan/Feb
011/09/25	Project costing for installation of benches		AMC	In progress	DTC	Sept
November	Create a cleaning kit for Hall users with products & Gloves & Apron etc & Body fluids cleaning kit		DTC/TC	In progress	DTC/TC	January
3/6/2025	Fire Safety System upgrade		Being Implement	Monitor	DTC / TC	Dec
07/7/2025	New Califorifier for Welfare Room		Caretaker ?	Monitor	TC	Dec

07/7/2025	Explore Keep Wales Tidy project and funding for TIC/Town Hall Garden area and SDF funding AONB		Ongoing	Monitor	DTC	January
November	Repair Town Square slate wall coping		Caretaker		DTC / TC	January
December	New Christmas lights storage solution		TC	In progress	TC	January
December	Change all door codes and create new tags		Caretaker / DTC	Ongoing / monitor.	DTC	January
January	Obtain Report on Town Hall stained glass condition and repairs required – and look at Heritage funding.		TC / DTC	Report to Asset Management Committee	TC	January
Jan	Lightning Conductor test		DTYC / TC to instruct Ian Ball			
28/7/25	Review main auditorium Chair storage		Implement Dec 2025 / Jan 2026	Report to AMC if required	DTC	Oct
November 2025	Series of lift maintenance works		Contractor confirming dates	Report to Asset Management	TC	January
December 2025	Tree works following tree survey.		Exploratory quotes from Contractor	Report to AMC	TC/DTC	January
20/8/25	Re-Glue flooring in welfare room (kitchen) doorway, rear changing room strips and side of stage.		Caretaker	Report to AMC if required	DTC	January
20/8/25	Investigate Drains potential blockage and Wingetts drain cover – No blockage found and concrete and cover all in sound condition replace cover		Caretaker to measure and Obtain Price for cover and install.	Report to AMC if required	DTC	January
20/8/25	Treat floor stains main auditorium		Ongoing	Monitor	DTC	
2/6/2025	Repair hole in floor side of stage from old water pipe and hole by radiator side of stage		Caretaker	None	DTC	January

3/6/2025	Remove old shelving in rear changing room to make space for Chair storage		Caretaker,	Awaiting availability of Changing rooms due to bookings	DTC	January
November 2025	Tape to Balcony stairs Research lighting for balcony steps		Caretaker & DTC/TC	In progress	TC	January
2/6/2025	Safer storage of stage extensions and poles & wood side of stage		Caretaker & Volunteer	Monitor	DTC	January
3/6/2025	Remove or replace cracked washbasin and washstand in ladies toilet / Create storage underneath.		Caretaker	Report to AMC if required	DTC/TC	January
20/8/25	Ragwort Rec Field.		Exploratory quote from Contractor	Report to AMC if required	DTC	January
JULY / AUG	Make cushion for bench – rear changing room.		Measure and purchase foam	Monitor	DTC	January
Aug 25	Research and install another sliding concertina partition door side of stage or Curtail rail & curtains.		Caretaker	Report to AMC if required	DTC	January
3/6/2025	Replace flooring on landing & look at welfare room (kitchen) and ladies and disabled toilets flooring as a whole to be considered for replacement		Exploratory quote from Contractor	Report to AMC if required	DTC	January
July/Aug	Labelling of all plug sockets & electrical plan in Town Hall.		In progress	Report to AMC if required	TC	January
20/8/25	Touch up paint wall behind handrails on main staircase		Caretaker		DTC	January
20/8/25	Stain/Paint planters on Town Square.		Caretaker	Monitor – weather dependant	DTC	January
4/5/2025	Remove sections around trees Centenary Square & top up slate		Tree survey	Remove sections around trees	DTC / TC	

3/6/2025	Clean and treat Foyer tiles with appropriate product and buff with soft buffer		Caretaker / Ultraclean	None	DTC	January
November	Repair Door to water tank cupboard in Changing room		Caretaker	In progress – to commence w/c 19/1/26	DTC	January
November	Create tick list for Hall users		DTC & Caretaker	Monitor user & success once created	DTC	January
November	Making good following Fire alarm installation		Caretaker	Once Contractors completed job	DTC	January / February
December	Cut key for lift maintenance room		Caretaker		DTC	January
Jan	Safety signs for Table storage trolleys and Fire Alarm Board to keep clear		DTC to create & laminate	Monitor	DTC	Jan
3/6/2025	Replace missing tiles in Changing Room 4 & install wood above bench.		Caretaker	In progress – work to commence w/c 19/1/26	DTC	January onwards
3/6/2025	Look at purchase of a decoy bird of prey / pigeon deterrent. Also look at bird food with contraceptives.		Caretaker Research Suitable Products & install	Report to AMC if required	DTC	January
	Series of cosmetic and maintenance work required such as Painting, filling holes, silicone sealing, damp treatment and tidying up.		Caretaker and external contractors	Report to AMC if required	DTC	January
01/09/25	Install room divider/ screen outside of main auditorium double doors.		Solution required	Report to AMC if required	DTC	January
November	Installation of replacement pigeon spikes on windows overlooking the Garden area		Contractor		TC	TBC
December	Blue velvet fabric to Operatics Studio		Caretaker & DTC	In progress	DTC	January
Nov/Dec	Making good following damp treatment		Caretaker	Allowing drying time	DTC	January

01/08/25	Quotations Outbuilding Repair		Works underway	Clear garages work commences Jan 2026	TC	Spring
01/08/25	Quotations Auditorium tables		Completed	Caretaker to Monitor condition & storage	DTC	Sept
01/08/25	Fixed wire testing,		Completed	Start Dec 2026	DTC	Sept
3/6/2025	Water tank decommissioning		Completed	Monitor	DTC	Oct
3/6/2025	Removal of old curtains & drapes from under stage area		Being Implement	Caretaker Monitor space install padlock	DTC	Oct
November	Spring bulbs planting Town Square		DTC & Volunteers	Completed – monitor and add more if required in Spring (Snowdrops to follow in the green February)	DTC	Nov/Dec
December	Install door stop and repair hole in wall – ladies toilet		Caretaker	None	DTC	January
January	Staff kitchen tiles repair / replace		Caretaker	Completed	DTC	January
December	Wash flags for storage for spares		DTC	Completed	DTC	January
December	Hot water signs welfare room, staff kitchen & changing rooms sinks		Caretaker	Monitor	DTC	
December	Create signs for display – balcony and keep clear, & other safety signs		DTC & Caretaker	Monitor	DTC	
December	Balcony chairs – secure backs and arms etc & regular monthly checks.		Caretaker	Monitor	DTC	
3/6/2025	Review recycling and waste collection arrangements and finalise DCC Incorrect charges		Contact with trade waste ongoing	Report to AMC if required	TC	Jan

December	Remove old unused paper towel dispensers from Changing rooms.		Caretaker	Make good January	DTC	
November	Create "Keep Clear" sign for all through fares		Caretaker	Monitor	DTC	
November	Repair large broom (stored in staff kitchen)		Caretaker	Replaced	DTC	
November	COSH notices for cleaning cupboard and welfare room cleaning cupboard and staff cleaning cupboard		Caretaker	Completed	DTC	January
20/8/25	Weed path Town Hall garden area.		Ongoing	Monitor & undertake as required	TC / DTC	Sept
20/8/25	Remove padlocks from Chain Bridge.		Tidy Towns	Caretaker to Monitor	DTC	Sept
October	Install brushes to Parade street Door.		Caretaker	Completed / Monitor condition	DTC	January
October 2025	Clear under stage area		Caretaker & DTC	Monitor	DTC	January
19/6/2025	Leak and tap dripping – outside toilet behind Oggie shop		Completed	None	DTC	
19/6/2025	Blocked pipes and sinks – external toilet & slow draining from sink in T/Hall		Completed	None	DTC	
6/6/2025	Secure Garage door		Completed	None	DTC	
6/6/2025	Arrange alternative storage solution for Christmas Lights		Completed	None	TC	
28/7/25	Repair roof on stairwell above balcony small staircase		Completed	None	DTC	
4/8/25	Purchase and install new lift Key-safe		Completed	None	DTC	

28/7/25	Weeding of Town Square Bank & cleaning of Town Hall frontage (dropped leaves and petals)		Completed	Ongoing	DTC	
20/8/25	Erect Fence to block gate Pen y Bryn		Not required	None	TC	
20/8/25	Attach plaque to wall behind far bench against wall – Centenary Square		Completed	None	TC	
20/9/25	Empty Garage & Mortuary		Caretaker, DTC & TC	In progress	DTC/TC	Oct
20/8/25	Weeding of steps (Barclays side)		DTC/TC to complete	Caretaker to Monitor	DTC	January
3/6/2025	Installation of Perspex splashbacks under hand dryers in all toilets.		Completed	None	DTC	
09/7/2025	Replace electric plugs behind bar and Foyer.		Completed	None	DTC	
2/6/2025	Cleaning contract tenders.		Completed	None	TC	
2/6/2025	Gents' toilet bathroom light repaired.		Completed	None	DTC	
2/6/2025	Perspex fitted to Town Hall round window		Completed	None	DTC	
2/6/2025	Pen Y Bryn Gate repaired		Completed	None	DTC	
2/6/2025	Bin store ventilation installed & damp treated		Completed	None	DTC	
2/6/2025	Cube storage fitted to side of stage area and being used by groups.		Completed	None	DTC	
2/6/2025	Winter planting that was removed was potted up and sold for donations to Mayor's charity (£90 raised) & surplus compost sold and recycled (saving on skip hire £200)		Completed – annual twice yearly works	None	DTC	
2/6/2025	Town Hall benches (Wingetts) repaired by Tidy Towns Team – slats were bowed and were replaced. The Town square was also tidied up at this time.		Completed	None	DTC	

2/6/2025	Strimming and cutting back (and chipping required) to garden area between TIC & Town Hall		Completed	Ongoing twice yearly maintenance	DTC	
3/6/2025	Side of stage area needs de-cluttering and reorganising		Completed	Monitor monthly/weekly	DTC	
3/6/2025	Fridge and dishwasher in welfare room – remove dishwasher & investigate a tabletop fridge		Completed	None	DTC	
4/5/2025	Keyboard frame/stand has been damaged and now needs repairing, may need a permanent location in changing rooms or removing and replacing		Completed	None	DTC	
20/8/25	Deep clean of whole building including balcony seats and flooring, main auditorium floor with light buffing, main stairwell handrails and banister, all floors, windowsills, Chambers etc.		Completed	Monitor	TC	
3/6/2025	Jet washing of Town Hall frontage & Town square to remove the excessive pigeon mess		Caretaker	Monitor & undertake as required	DTC	2026
3/6/2025	Removal of old filing cabinets in changing room 3		Caretaker	Monitor	DTC	Nov
14/7/2025	Quote to remove partition ante- chamber		Awaiting Contractor Availability / Caretaker	<b>Cancelled</b> – Now utilised as Facilities Officer Office	DTC	Nov
2/6/2025	Storage box for cloths & drapes purchased and filled, awaiting other works with James Barber		Awaiting Contractor Availability to check black cloths to keep.	Monitor	DTC	January
20/8/25	Inspect power sockets and install 2 covers – Town Square & Remove ticket office heater.		Complete	Report to AMC if required	DTC	Nov

Feb 26	Changes to Changing room mirror, tiles and worktops. Move coat hooks. Create storage cupboard.		In progress	After reported to AMC.		
Feb 26	Kitchen removal of cupboard and worktops.			If authorised by AMC following report		
Feb 26	Clean leaves on Town Square		Caretaker	Regular checks		
Feb 26	Replace disable toilet roll holder		Caretaker			
Feb 26	Install signage by lift – Not to use in case of a fire		Caretaker			
Feb 26	Repair Bar – central pole					
Feb 26	Improve Wi-Fi to Bar and foyer		Tech team	In progress	TC	
Feb 26	Cut hedge Pen Y Bryn Before bird nest		Contractor	In progress		
Feb 26	Install dog poo bag box by Office door		Caretaker			
Feb 26	Install stoma friendly shelving etc in staff and disabled toilet		Caretaker			
Feb 26	Install worktop protector staff kitchen		Caretaker			
March 26	Clean and clear cigarette ends from plant pots by Town Hall front door – move pots to garden area for re-planting		Caretaker	Regular checks		
March	Clean and clear all curtilage of Town Hall, including parking areas and bin store - of weeds and rubbish (Look at jet wash)		Caretaker	Regular checks		
March	Move coat hooks in changing room to another wall		Caretaker			
March	Prepare Benches for installation – numbers and Varnish with clear matt yacht varnish and move to Garage.		Caretaker with DTC assistance for numbering parts	Installation 2 <sup>nd</sup> week April		

March	Paint downstairs changing room		Caretaker			
March	Paint Reception		Caretaker			
January 2026	Damage to Barclays Brickwork		TC to arrange contractor			
February	Bin store sort out		Caretaker / DTC			
February	Toilet roll, hand towel and soap dispenser holder to former Mortuary toilet		Caretaker			
February	Paint Chambers		Caretaker			
February	Polish floor - Chambers		Ultraclean			
February	Install lock to under stage hatch		Caretaker			
February	Install Stoma kits in Disabled and staff toilets		Caretaker			
February	Inspect roof – rear of stage – for suspected leak		Contractor with drone			
February	Install brushes and draught proofing – Parade street door		Caretaker			
February	Paint and make good Parade street door and skirting		Caretaker			
February	Replace Projector Bulbs (purchased)		James Barber			
March	Order strip lights, back stage & Bar.		Caretaker / TC			
March	Town Hall Ivy (Library/Town Hall garden)– cut at base and pull dead from wall and burn		Caretaker			
March	Board up window by stage with mirror foil outer edge		Caretaker	Discuss with Asset Management Committee first		

March	Install Hearing Loop as per AM January Meeting with view to New Dot applying for grant funding to cover partial costs		DTC / James Barber / Tender			
March	Install Defibrillator		TC	In progress		
March	Replace plug socket (by stage extension)		Caretaker ?			
March	Remove Folding tables to store in Garage – except 2 backstage and 2 in foyer.		Caretaker			
March	Take stage measurements and add to Booking Form		Caretaker / DTC			
March	Bodily Fluid Kit – to be created and installed		DTC			
March	Bleed Kit – to be purchased and installed with Defibrillator		TC			
March	Incinerator for dead ivy					
March	Sort Foyer – declutter and remove hazards		Caretaker & DTC			
March	Repair ladies toilet door (lock)		Caretaker	In progress		
March	Paint new garage floor with sealant / paint		Caretaker			
March	LEGIONELLA CHECKS		Caretaker	Include on weekly walk round (with tap running)		
March	COSH REPORT & RISK ASSESMENT FROM ULTRACLEAN		DTC			
March	Create a health and safety checklist for all assets		T/C, DTC / Caretaker			
April	Benches – varnish for installation		Caretaker	In progress		
April	Fence between T/Hall and School parking needs repair/replacing		TC to investigate Listing and ownership	Report to AMC if necessary		

April	Add to walk round inspection list Wingetts benches, memorials, Chainbridge and pathway, rec ground and Pen-Y-Bryn (daily/weekly/monthly)		Caretaker			
April	LABEL ALL WATER PIPES (COLOUR CODED FOR IN/OUT CLEAN AND BROWN WATER ETC FOR EASY AND SAFE IDENTIFICATION)		Caretaker	TC to purchase labels		
April	Create a building users info file with emergency info (electrics and water isolation, building lock down procedures, de-fib, etc)		DTC/TC/Caretaker			

**REPORT AUTHOR:** Deputy Town Clerk.  
**SUBJECT:** Appointment of Contractor for Watering of Floral Displays.  
**REPORT FOR:** Decision.

## **1. Purpose of the Report**

- 1.1 The purpose of this report is to seek approval for the appointment of a contractor to undertake the watering of the Town Council's floral displays for the current season, in line with the Council's Financial Regulations.

## **2. Background**

- 2.1 The Town Council's floral displays require consistent and reliable watering to ensure they remain in good condition, and it was originally intended that this work would be undertaken as part of the duties of the newly established Caretaker post. However, experience since the incumbent was appointed has indicated that there is insufficient capacity within the allocated hours of that role to deliver an adequate and reliable watering service, particularly during peak seasonal demand.
- 2.2 As the watering programme needs to be in place by May, officers have reviewed alternative arrangements. In order to ensure continuity of service and avoid any deterioration in the floral displays, contractors on the Town Council's approved select list with relevant experience were considered. A suitable contractor, with previous experience as a golf club greenkeeper, has been identified and has provided a quotation for the work.
- 2.3 The proposed appointment represents a practical solution to ensuring the continued maintenance of the Town Council's floral displays. The original intention to deliver the work in-house has proven unworkable within existing staffing resources, and timely action is required to ensure arrangements are in place ahead of the growing season.

## **3. Financial Considerations and Compliance**

- 3.1 The contract has been contacted for a quotation and has provided a figure of £3,000.
- 3.2 This level of expenditure falls within the scope of Section 5.15 of the Town Council's Financial Regulations. Under these regulations, expenditure below £5,000 excluding VAT may be by a duly delegated committee where the expenditure is within an agreed budget.
- 3.3 The contractor's relevant experience and status as an approved supplier provide assurance of capability, while the quoted cost remains within the Council's delegated financial limits.

## **4. Recommendation**

- 4.1 It is recommended that the Asset Management Committee approves the appointment of the contractor from the Council's approved list to carry out the watering of floral displays at a cost of £3,000 excluding VAT and authorises the Clerk to proceed with the necessary arrangements.

**5. Reasons for recommendation.**

- 5.1 Committee approval will ensure compliance with the Council's financial procedures, with the decision recorded in the committee minutes providing a clear and auditable trail.

**REPORT AUTHOR: Deputy Town Clerk.**

**SUBJECT: Condition of Leaded Windows – Llangollen Town Hall**  
**REPORT FOR: Decision.**

### **1. Purpose of report.**

To advise Members on the findings based on a recent condition survey of the leaded windows at Llangollen Town Hall

### **2. Background**

A recent condition survey of the leaded windows at Llangollen Town Hall has identified a range of defects, some of which present a significant and urgent risk to the building.

The survey assessed 25 leaded windows and identified the following risk categories:

4 Very High Risk  
10 High Risk  
2 Medium Risk  
11 Low Risk

The two Very High-Risk windows require urgent intervention due to the likelihood of failure, which could result in damage to the building fabric and potential safety concerns.

### **3. Financial Overview**

The total estimated cost for repair and conservation works across all windows is £120,000. This level of expenditure cannot be met from existing budgets alone, and external funding will be required.

One quotation has been obtained to date, and a further quote is being sought to ensure value for money. Additional specialist contractors have advised that they will only provide quotations following a paid inspection and preparation of a detailed condition report.

Approval is therefore required to meet these inspection and reporting fees in order to secure competitive pricing and appropriate specialist input.

### **5. Next Steps**

The condition of the leaded windows represents a growing risk to an important civic asset. Early intervention, supported by external funding and a structured programme of works, will help prevent further deterioration and higher future costs and a general health and safety risk.

### **6. Recommendations**

The Committee is asked to:

Note the condition and risk levels identified in the survey.

Approve prioritisation of the works in the next financial year, focusing first on the highest risk windows.

Approve expenditure for contractor inspection and reporting fees to enable further quotations.

Support the pursuit of external funding to deliver a full programme of restoration works.

## **7. Reason for Recommendations**

To ensure the maintenance of Town Council assets and for health and safety reasons.

**REPORT AUTHOR: Deputy Town Clerk.**  
**SUBJECT: Town Hall Technical Alterations.**  
**REPORT FOR: Decision.**

**1. Purpose of Report:**

1.1 This report outlines a series of proposed technical improvements to the audio and lighting systems within Llangollen Town Hall.

**2. Background**

2.1 These enhancements are intended to improve and modernise existing infrastructure and support a wider range of events and community use. The principal areas of improvement include:

- Upgrade of the sound system processor
- Enhancement of the projection and screen system
- Improved lighting control
- Upgrade of auditorium speakers

2.2 It is proposed that these units be replaced with a single modern processor, specifically the Allen & Heath AHM-32. This upgrade would modernise the system while reducing maintenance risk and operational complexity. Key benefits of this upgrade include:

- Consolidation into a single, more reliable unit
- Improved control of audio levels, equalisation, and speaker management
- Integration with modern audio inputs
- App-based control interface for ease of use
- Greater energy efficiency

**3 Projection and screen enhancement**

3.1 To improve the Town Hall's projection and screen system, it is proposed that a dedicated surround sound decoder be installed. A suitable unit (Denon DN-500 Professional) has already been procured for evaluation purposes.

3.2 This equipment will enhance audio quality by properly decoding surround sound formats, significantly improving the audience experience.

3.3 In terms of playback, further consideration is required. However, Blu-ray remains a cost-effective and reliable option for film screenings. This could be complemented by a PC or Mac-based system for displaying pre-show content such as trailers and credits.

**4. Lighting Control Improvements**

4.1 Currently, there is no simple method of controlling house lighting without the use of the main lighting desk. While a keypad solution has previously been supplied, it has not yet been installed.

4.2 It is proposed that an updated keypad-based lighting control system be introduced, similar to that recently installed at the Pavilion. This would include:

- Keypads located on stage and within the lighting control area
- Multiple programmable presets for different event types
- Rapid reconfiguration of lighting scenes as required

4.3 Additionally, the proposed system would expand DMX output capacity, addressing current limitations where available channels are insufficient for more complex lighting requirements.

## **5. Speaker Upgrade**

5.1 An upgrade to the main left and right auditorium speakers is also proposed. While the current speakers perform adequately, they are frequently operating at or near their maximum capacity during events. This is considered a straightforward but valuable enhancement to the overall audio system as the replacement speakers would:

- Offer increased power handling
- Provide improved sound quality
- Ensure greater reliability during higher-demand use

## **6. Financial Consequences.**

6.1 The programme of works is expected to cost approximately £5,500 plus VAT including installation. Any expenditure on this upgrades would be fund for the repairs and renewal cost centre.

## **5. Environmental and Ethical Considerations.**

5.1 Upgrading the DSP system involves both environmental and ethical considerations. The current processors run continuously and are likely less energy-efficient than modern alternatives, so replacing them could reduce electricity use and lower carbon emissions. Overall, the upgrade is justified if it improves efficiency and reliability, provided that waste is minimised and more sustainable, long-lasting equipment is chosen.

## **6. Equality Consequences.**

6.1 Upgrading both the DSP system and the auditorium speakers can improve accessibility and inclusion. Better sound quality and clarity make it easier for all audience members to hear, particularly those with hearing impairments. However sound levels need to be well managed and the system configured to provide even coverage for all users.

## **7. Recommendations**

7.1 It is recommended that Asset Management Committee in line with financial regulations agree to fixed price quotations being sought.

## **8. Reason for Recommendations**

8.1 To ensure that Council Assets are regularly upgraded to ensure compatibility, user satisfaction and to maximise potential use.



