

Councillor  
C/o Leadership Support Team  
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Email: [kcharles@tendringdc.gov.uk](mailto:kcharles@tendringdc.gov.uk)  
Our ref: KC/000037/2

1<sup>st</sup> October 2024

Reference: Clacton Leisure Centre/ Dovercourt Bay Lifestyles & Walton-on-the-Naze Lifestyles Lighting Upgrade/ Replacement of existing lighting system to LED lighting systems in line with Specification.

Dear Cllr Mick Barry,

As you know, LEDs have been installed across all Leisure Stock centres to support TDC's Climate Control Policy and reduce energy consumption by 20%, thereby minimising TDC's carbon footprint.

Following a motion submitted by the previous Leader of the Council, a climate emergency was declared at the Full Council Meeting on 6 August 2019. Plans were then adopted to become net zero carbon by 2030, forming part of the Council's Policy Framework. This motion committed the Council to preparing an action plan for consideration by councillors with the aim of achieving this target.

Crystal Electronics Ltd was appointed to carry out the necessary work, including the supply, delivery, installation, and certification of the LED installations according to the specification. It was agreed that existing LEDs would not be replaced. Nonetheless, the contractor has kindly identified additional savings through the introduction of 30 x PIRs in key locations where LED panels are already present. The PIRs will promote further savings by switching off lights when no movement is detected in the area.

The total cost for these works is £7,200, excluding VAT and The expected timeline for completion is one week. Therefore, it is recommended to proceed with these additional works with Crystal Electronics Ltd under the same contract but as a contract variation. While the scope of the works remains unchanged, this will enhance the project by installing PIRs to the existing LED lights.

£3,200 will be funded from the balance of the Sports Reserved account and £4,000 from the Sport and Leisure Revenue account to cover the required costs.

If you agree to the contract variation with Crystal Electronics Ltd. to complete these works, I would appreciate it if you could sign and return the concurrence below.

Yours sincerely,

Kieran Charles, BA Hons, MCIMSPA  
Sport and Leisure Operations Manager

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Dear Kieran

I refer to your letter dated 30th September 2024, requesting my approval to proceed with the contract variation with Crystal Electronics Ltd to install a further 30 x PIR's. The total cost for these works is £7,200, excluding VAT. With £3,200 being funded from the balance of the Sports Reserved account and £4,000 from the Sport and Leisure Revenue account to cover the required costs.

- I concur / do not concur with the use of these funds for the purpose described above.

Cllr Mick Barry, Portfolio holder for Leisure and Public Realm

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Dated

- Please delete as appropriate

Additional comments (if not concurring)
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