Item 4

18th September 2024

Glasgow Community Planning Partnership

Drumchapel Area Partnership

Report by Executive Director of Neighbourhoods, Regeneration and Sustainability

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FESTIVE LIGHTING PROGRAMME 2024/25

Purpose of Report:

The purpose of this report is:

(1) to advise members of the central funding available and the pricing guidelines for the 2024/25 festive lighting programme;

(2) remind members of the 23/24 festive lighting programme; and

(3) to seek agreement on the 24/25 programme and, where necessary, the allocation of additional funding.

Recommendations:

The Area Partnership is asked to:

(1) note the 2023/24 festive lighting arrangements and the central funding available for the 2024/25 programme.

(2) agree whether the 2023/24 festive displays and switch-on events are to be included in the 2024/25 programme.

(3) notify any proposed new locations by June 2024 for assessment by NRS to determine the feasibility.

(4) approve necessary funding for any additional costs over and above the central funding. This decision shall be confirmed at a special festive lighting meeting, held in October, following receipt of the updated pricing table, or by delegating authority to the Director of Communications and Corporate Governance, having consulted with the Chair, to approve final costs.

Introduction

1. The Council took the decision to delegate funding for peripheral festive lighting to the Area Partnerships as part of the budget process for 20/21. A similar arrangement is proposed for the 2024/25 programme.
2. Each Area Partnership is awarded £3,600 central funding to meet the costs of erecting and maintaining festive lighting, usually at a single location.
3. Area Partnerships have the option to fund additional festive lighting locations.

23/24 Festive Lighting Programme

4. The festive lighting programme for the Ward delivered as part of the 23/24 programme is shown below.

Location	**Type of Feature**
Anniesland Cross	Xmas Tree (Off Road)
Hecla Park	Central Natural Tree
Hecla Park	Natural Trees (6 No)
Hecla Park	Switch-on Event (External Contractor)
Kirkhope Roundabout	Xmas Tree (On Road)

24/25 Festive Lighting Programme

5. The standard pricing schedule for the 24/25 festive lighting programme is set out below, which remains the same as previous years. These prices are currently undergoing a review and will be updated at the August/September Partnership Meetings. The Festive Lighting delivery programme is subject to a new procurement exercise for years 2025 to 2028.

Option	**Price**
15-18ft Xmas Tree (Off Road)	£3,600 / tree
15-18ft Xmas Tree (On Road)	£5,000 / tree
18-21ft Xmas Tree	£300 surcharge
Lights in Natural Tree	£3,600 / tree
Street Lighting Column Features	£3,600 for 8 No (£450 / column)
Switch-on Event (Off Road)	£105 / event
Switch-on Event (On Road)	£800 / event
Adaptation of Street Lighting	£260 / new feature

Column for Power	
Structural Check of Street Lighting Column	£45 / new column feature

6. The cost to repeat the 23/24 programme in 24/25 would be as follows: Please see note below the pricing table.

Location	**Feature**	**Price**
Hecla Park	Central Natural Tree	TBA
Hecla Park	Switch-on Event (External Contractor)	TBA
Kirkhope Roundabout	Xmas Tree (On Road)	TBA
Kirkhope Roundabout	Switch-on Event (External Contractor)	TBA
Great Western Rd/Baldwin Ave	Lights in Natural Tree	TBA (x)
	Sub-Total	
	Deduct Central Funding	£3,600
	Total Additional Funding	**£**

Items changed by the Area Partnership on meeting 20th September 2023

- Anniesland Cross Xmas tree off road £3,600- Deleted
- Hecla Park Natural Trees (6No) £9,100.00- Deleted
- Kirkhope Roundabout Switch on Event £500.00- Added

Note (x) – request for additional new location

A new City-Wide festive lighting contract is being procured which is intended to deliver our installation requirements over the next three or four years. Commercial and Legal considerations in relation to the extensive contract has lengthened the tender preparation timescales originally envisaged, prolonging the process.

The Festive Lighting tender is due for publication in early August. This means that the council is unable to produce the new Festive Lighting pricing schedule in time for the Area Partnership meetings of August/September. The programmed timescale for issue of the 2024 pricing schedule will be early October, interdependent upon completion of the Health & Safety, Legal and Commercial evaluation, and contract award.

When the new 2024 pricing schedule is complete a revised Festive Lighting Programme paper will be issued to the 23 Area Partnerships in October where it

can be accepted at a special meeting. This would be expected around week commencing 21st October.

7. As an alternative to arranging a special meeting, the Area Partnership may choose to delegate authority to the Council's Director of Communications and Corporate Governance, having consulted with the Chair, to approve funding prior to 31st October 2024 for locations agreed by the Area Partnership on condition that the costs are no more than the 2023/24 costs for the same locations.

8. The Area Partnership is invited to identify the locations where a switch on event is proposed to be held for either a Xmas or natural tree. Column mounted features will come on at the same time as the streetlights on the day of installation.

9. If the total cost of the delivering the festive lighting programme selected by the Area Partnership exceeds the £3,600 central funding, then the balance of the funding will require to be met by the Area Partnership from other funds.

Recommendations

10. The Area Partnership is asked to:

(1) note the 2023/24 festive lighting arrangements and the central funding available for the 2024/25 programme;

(2) agree whether the 2023/24 festive displays and switch-on events are to be included in the 2024/25 programme;

(3) notify any proposed new locations for assessment by NRS to determine the feasibility;

(4) approve the necessary funding for any additional costs over and above the central funding. This decision shall be confirmed at a special festive. lighting meeting, held in October, following receipt of the updated pricing table, or by delegating authority to the Director of Communications and Corporate Governance, having consulted with the Chair, to approve final costs.