

## **FACILITIES MAINTENANCE REPORT, NOV 23 – NOV 24**

### **1. Courts**

- Resurfacing of courts 1-3, with new nets and posts completed early Sept 24.
- ETC continue with quarterly planned maintenance regime to courts 1-6. Current contract expires Q2 2027
- Marcel negotiated a further 1 year “free of charge” extended maintenance contract for courts 1-3 as part of the resurfacing contract negotiations with ETC. This will run from Q3 2027 to Q2 2028

### **2. Facilities Upgrades**

- Fitted new shelving and worktop to Bar.
- Cancelled toilet sheet supply contract. Revert to using toilet rolls when current stock of toilet sheets used. Contract for serviced sanitary bin in Ladies toilet remains in place.
- “Lost property” storage box introduced under the gazebo to improve clubhouse safety (fire risk) and tidiness.

### **3. Maintenance**

- Electrical testing to all floodlights undertaken and certificates issued.
- Defective floodlight key switches to Courts 4 & 6 replaced. Court 1 key switch starting to fail, arrangements being put in place to replace, possibly along with Courts 2,3,& 5. Key switches.
- Electrical Testing to clubhouse electrical circuits undertaken and certificate issued.
- New utility electrical meter installed.
- Annual PAT (Portable Appliance Testing) undertaken.
- Emergency illuminated exit signs (3 No) and emergency light replaced in the clubhouse.
- PIR controlling safety lighting outside main clubhouse entrance door replaced.
- Legionella Risk Assessment undertaken and procedures implemented to comply with statutory requirements.
- Showers taken out of use until decision made whether to permanently deactivate the showers or undertake regular maintenance if they are to be retained.
- Fire Risk Assessment undertaken and procedures implemented to comply with statutory requirements.
- Annual fire extinguisher and fire blanket inspection undertaken and ongoing interim inspections implemented.
- Defective padlock to court 3 replaced.
- Leak within Male changing room repaired.
- Repairs undertaken to the back fence courts 4-6 to stop balls rolling under the fence.