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| Report No. TC00618  Appendix: J  Agenda Item No. 15 | | Council  Date of Meeting: 10th January 2018 |
| **Oakham Town Council** | | |
| Report Author: Adam Lowe | Title: Councillor | |
| Subject: Formation of a specific Christmas Light/Tree Working Group | | |
| Strategic Aims; Promote the town as an attractive place to visit and stay. Ensure that Oakham remains a viable and pleasant environment in which to live, work and play. | | |

Background: The contract with LITE came to an end with the 2017 Christmas offering. The budget is currently £17K.

The Council would need to go out to tender and this would take at least three months, there is a potential opportunity for the Council to engage more with the Town Business community.

It was suggested a specific working group undertake the identification of a new contractor, new light scheme, Christmas tree provider and potentially looking for support from the business community.

The areas that any working group should focus on may also need to incorporate partnership working with the County Council, Town Partnership and local organisations who may be able to contribute in some more practical way, like the Rotary, Rutland Lions and builders with lifting trucks.

Decisions / Areas of responsibility / Proposals:

1. Working Group is established.
2. Councillors on the Working Group.
3. Identifying a new contractor to supply, install, test, and store.
4. Identify if the Council Purchase or Hire. (Or is this left to the working group to explore)
5. Identify a Christmas tree provider.
6. Confirm a maximum budget for the 2018/19 budget. (Currently £17K, should it be £25K)
7. Council agree that it should be a multi partnership engagement with a representative invited to join the Working Group from the RCC, OTP. (Or is this left to the working group to explore)
8. Recommended reporting back and decision making deadlines to Council, monthly for example.