

11 OCT 2018

APPENDIX 1

LTC Admin

From: [REDACTED]
Sent: 04 October 2018 08:39
To: 'LTC Admin'
Subject: RE: Surfacing RE: Nclude Shelter - A15X

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: E&L

Morning Tracey,

- I'm happy to deal with the surfacing question as and when but I'm conscious that, if a meeting is still needed, Members wanted that in the next week or so. With diaries notoriously difficult to co-ordinate this is just a courtesy email to double-check you got the one below and to ask if you have had any feedback from Members?
- And talking of diaries, am I right in thinking that you will definitely be ordering the shelter and that the only outstanding question is whether to have a base? I ask because, as I mentioned in our quotation dated 9 January, 2018, the lead time from confirmed order averages 10 weeks and we are currently updating stock orders and Factory fabrication schedules for November, December and into January. If you can confirm your shelter order I'll make sure your requirements are included to avoid any unnecessary delays.

Best wishes

rekK Limited

rekK is the trading name of rekK Limited, rekK House, 8 Belfry Way, Edwalton, Nottingham, NG12 4FA
 rekK Limited is registered in England and Wales, company number 4350020, VAT number 796668058

Sent: 02 October 2018 17:07
To: 'LTC Admin' <admin@ledburytowncouncil.gov.uk>
Subject: Surfacing RE: Nclude Shelter - A15X
Importance: High

Hi Tracey,

As promised, I've summarised below the main issues relating to the question of surfacing:

- rekK youth shelters are designated as recreational seating rather than play equipment which means The Council are not bound by the British Standards on Play Equipment and, consequently, can choose any surfacing or none. Decisions usually turn on attitudes to maintenance and, of course, budget
- Grass surfaces are aesthetically pleasing, natural and no extra initial cost but do require maintenance. Wear patterns form, especially under the seat edges, and rain can render the surface (and the shelter) unusable. In extreme cases, embedded objects such as glass, blades and needles can also be a risk factor
- Rubber and other 'play' surfaces such as bark are vulnerable to vandalism such as cutting and fire damage. Furthermore, loose surfaces (such as bark and sand) are also hard to maintain and keep topped up and carry the additional risk of sharp objects being concealed amongst the material
- Hard surfaces are low maintenance and in 99% of all our Installations where a is involved. They do involve extra up-front cost but this is, in effect, a one-off investment. Concrete is the most

popular option and can be laid as part of the installation by our own team. Tarmac is an alternative but requires specialist equipment and the involvement of a local 3rd party contractor

- If there is an existing hard surface in the desired location it may be possible to use this to surface-mount the shelter using expanding anchors. To take advantage of this option, the existing surface needs to be flat, solid and at least 150mm deep to take the anchor bolts. The issue is the condition and ability of the existing surface as a whole to withstand the 'pull' forces that will be applied to the shelter foundations from extreme weather.
- , if the budget is available, Landscape Architects would specify a hard surface, most often concrete

Please forward this summary to the Members involved in this project and invite them to contact me directly with any questions they may have. As ever, email is fine or they can call me free in the office 0800 6120 111 or mobile 07951 060818. It may be possible to reach a decision relatively quickly without a meeting but if Members still require a site visit, I'll be happy to attend personally.

I look forward to your feedback so that we can confirm your order and agree a timetable.

Kind regards

rekk Limited

+44 (0) 800 6120 111
www.rekk.co.uk

rekk is the trading name of rekk Limited, rekk House, 8 Belfry Way, Edwalton, Nottingham, NG12 4FA
rekk Limited is registered in England and Wales, company number 4350020, VAT number 796668058

Sent: 02 October 2018 15:48

To: 'LTC Admin'

Subject: RE: Quote required: Nclude Shelter - A15X

Hi Tracey,

Thanks for coming back.

I have a meeting at 4pm but will email you the "pros and cons" on surfacing later for you to circulate and discuss. Having seen that, if Members would still like a site meeting I'll be happy to attend personally.

Best wishes

rekk Limited

+44 (0) 800 6120 111
www.rekk.co.uk

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rekk Limited is registered in England and Wales, company number 4350020, VAT number 796668058

From: LTC Admin <mailto:rekk@rekk.co.uk>

Sent: 02 October 2018 15:41

Subject: RE: Quote required: Nclude Shelter - A15X

Hi Steve,

We would like to know whether to have the base and if so, which type of base it should be.

Thanks