

**To receive and note a report from the Service Delivery Department and consider any associated expenditure**

**Sharp's Incidents** – it is to be noted that incidents involving Sharp's and other drug paraphernalia have reduced in recent weeks.

Sharp's handling kits have been created and are now available in each STC vehicle with additional kits stored at the Guildhall and at Longstone Depot. Each kit includes: Needle Stick proof gloves, Sharp's picker, 1 litre sharp's boxes, disinfectant spray, paper towels and sealable yellow waste bags.

Suppliers for the Sharp's bins and disposal of bins have been reviewed to ensure a reliable and cost effective solution.

All existing SDD Team members have commenced a Vaccination Program for Hepatitis A and Hepatitis B and Tetanus.

Reports of each incident are being made to Devon and Cornwall Police, so that a history is built up and D&C Police may increase patrols to the problem areas. SDM has spoken to a local Police Officer regarding the incidents, so that they are aware of the issue, and was informed that a Police presence will take place from time to time depending on availability.

SDM has approached the representative from 'We Are with You', and is currently awaiting confirmation regarding the initialisation of the Needle Exchange for Saltash, and Posters to be displayed in the Public Toilets to advertise the Needle Exchange.

UV light fittings have been purchased for the Public Toilet Blocks and will be installed in due course.

**Are there any other options for Sharps Handling and Disposal that Council wish to be investigated?**

**Pontoon** – 3 contractors were approached for quotations to repair the damage caused by Storm Arwen. One price has been received, one contractor has declined and the other is struggling with the logistics of the repair so may not submit. The received quote has been provided to the Finance Officer for the Insurance Company.

**Wild Flower Meadows** – the Yellow Rattle seed was ordered on the 14<sup>th</sup> December 2021. Finally being delivered on the 18<sup>th</sup> January 2022. Works to sow the seed are to be undertaken shortly.

**Grounds Maintenance Sites** – the works to reform the path edges and remove moss at various sites have been completed. However, the application of a moss control treatment was cancelled due to the decision to no longer use herbicides. Moss removal will now be undertaken using cultural methods.

The maintenance of the pathways throughout Pillmere has now been completed, with SDM to inspect and draw up a snagging list. There are some piles of green waste in some

locations that will need to be removed or chipped on site. SDM will decide the best way forward after inspection.

The reformative work to shrubs beds commenced at the start of February. Sites to be worked on are Huntley Gardens, Silver Street, The Station, CO Op car park, North Road, Brunel statue & Brunel Bust, outside Merkur Slots, Bridge Slip road and the Celtic Cross. We shall be digging borders over and removing weeds. The plans to apply a residual herbicide have been cancelled and weeds will now be controlled using cultural methods

The Play Areas at Ashton way, Grassmere Way and Honeysuckle way will have hedges and shrubs pruned.

**Winter Bedding** – the SDD is monitoring the bedding, removing weeds, dead heading and irrigating as required.

**Trees** – The tree survey report was finally received on the 27<sup>th</sup> January 2022. Quotations for the necessary works highlighted in the reports are now being sourced.

**Ashton way Play Area** – The hedgerow reduction planned for Ashton Way Play Area is yet to be undertaken

**Allotments** – hedge trimming is yet to be undertaken at the allotment sites. This is scheduled for February / March 2022.

**Churchtown Cemetery Grounds maintenance** – Maintenance of the shrub borders was completed in early December 2021, including the buxus hedges. The perimeter hedgerows are scheduled to be cut in February / March.

**St Stephens Churchyard** – The reforming of pathways and moss sweeping was completed in the Autumn 2021. However, the application of a moss control treatment was cancelled due to the decision to no longer use herbicides. Moss removal will now be undertaken using cultural methods.

The works to cut hedges, prune shrubs and remove self-set elders is scheduled for February / March.

**Public Toilets** – Waterside Cubicle repair is completed and open for use, with decoration required along with Flush repairs in another cubicle. Graffiti was removed from the internal and externals of Longstone Park Toilets. New Toilet block signs have been installed on each block. Blockages have been cleared at Belle Vue and Longstone Park toilets.

**Building Premises** – maintenance and repairs of the STC buildings has been ongoing with various light fittings and electrical switches replaced at the Guild Hall along with a toilet mechanism replacement. Emergency lighting replacement and Security Light replacement at the Maurice Huggins Room. Replacement of an Emergency Bulkhead light at the Library. Internal Light replaced at the Cemetery Hut.

**PAT Testing** – the testing is ongoing with only some areas of the Guild hall remaining incomplete at the time of writing. PAT testing is now undertaken by the SDD instead of using a contractor.

**Vehicles and Equipment** – Servicing of vehicles is being undertaken as they fall due. Winter servicing of the horticultural equipment is in progress to ensure everything is ready to use when required.

**Dog Fouling** – Update from Cornwall Council Highways and Environment Officer relating to permissions for pavement markings:

“I have passed your email to the Asset Team within Cornwall Council as this is not a standard Highways request”.

“Unfortunately this is not a request that can be given permission. Road marking via paint was agreed during the COVID social distancing measures, but is not a process Cornwall Council want adopted for other versions of signing”.

Cornwall Council Officer.

The administration department are working on the ‘educational’ promotion.

**Statutory Inspections** – weekly inspections continue to all premises including fire and security systems, emergency lighting and legionella tap running. Vehicles and equipment are inspected weekly with daily pre start checks. Play area equipment is inspected weekly for any faults by a ROSPA qualified team member. During the checks any issues arising are identified and included in the SDD work programs, prioritising emergency and Health and Safety issues first.

The SDD management team monitor and ensure that Statutory checks requiring a contractor are undertaken at the required frequencies.

**Covid-19 Town Centre and Water Front** –the public toilet cleaning round continues at a frequency of twice per day. Covid-19 Protocols continue. All the benches, bins and other touch points are being spray sanitised once each day (weather dependant).

**Covid-19 Play Areas** – the play equipment, benches, bins, gates and other touch points in the 3 play areas (Grassmere Way, Honeysuckle Way and Ashton Way) are being spray sanitised once per day.

**Covid-19 SDD logistics** – the SDD continue following the Covid-19 Risk Assessments, with team members working in team bubbles with staggered start/finish times and dedicated vehicles to each team. Vehicles and equipment are sanitised at the end of a shift. All premises in use, including the public toilets, are sanitised with a fogging machine at the end of the day (The Library and the Guildhall is fogged early mornings). Other premises not in use daily are cleaned and fogged after use – Station and MHR).

**End of Report**  
**Service Delivery Manager**