

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

Platinum Jubilee: For the Jubilee weekend there will be Union Flags flown throughout Fore Street along with the multi coloured bunting purchased last year being installed on the Catenary wire / River of Lights. The summer bedding is scheduled to be planted in mid-May with a red, white and blue theme.

There will be Union Flag bunting placed around Victoria Gardens and at Jubilee Green for the Celebrations scheduled for the 2nd June.

The Service Delivery Team will be helping on the day with the set up in the afternoon, the rolling road block for the parade and Marshalling the event at Jubilee Green.

In the weeks leading up to the event the Service Delivery Team will undertake works at Jubilee Green to ensure that it is looking good for the event, this will include removal of weeds on hard surfaces and kerb lines and reformative pruning of the shrubs.

The Waterside Toilets are scheduled to be decorated internally and externally prior to the event

It has been put forward that some Platinum Jubilee Lamppost hangers be displayed for the Jubilee throughout Fore Street and Waterside and possibly Victoria Gardens. The signs are 30cm in diameter and are 100% recyclable after use. They are made with a 4mm thick corex material. An example photo is here:



A pack of 25 is £119.99 plus shipping OR a pack of 50 is £211.99 plus shipping

Finance:

Budget: 6519 Services – Flags and Bunting

Available Budget: £2,500 for the years 2022-2023

Surplus Plant and Equipment: the following assets have been identified by SDM and ASDM as being surplus to the department operational requirements:

- Record Band saw
- Record Table Planer
- Record Table Saw
- Record Dust Collector
- Titan Hedge cutter
- Mountfield Leaf Blower
- Westwood V25 ride on mower
- Small site trailer
- Ariens 22-inch string trimmer
- Stihl FR460c back pack strimmer
- Boom Sprayer for the RTV
- Dewalt DE 9098 drill driver

It is recommended that the above items be sold. Advertised on Social Media and other online sites, along with equipment dealers being approached. Funds raised being allocated to budgets according to Members decisions.

Sharp's Incidents: It is to be noted that there has not been a Sharps Incident since the 12th January 2022

UV Lights were installed in the four Public Toilet Blocks in late February / early March.

'We Are with You' are going to provide some needle exchange notifications that can be displayed in the Public Toilet Blocks.

Pontoon: The repairs for the pontoon damage that was sustained during Storm Arwen have been agreed with the Insurance Companies. The repairs will be undertaken shortly, date to be advised by the contractor.

Grounds Maintenance Sites: Significant winter reformative works have been completed on the beds and borders at North Road, Brunel Bust /RAB Statue, outside Merkur Slots, bridge slip road (west bound), Alexandra Square Car Park, Liskeard Road Roundabout, Callington Road Roundabout, A388 Waitrose Roundabout, Trematon Pound, Churchtown Cemetery, Churchtown Allotments and St Stephens Churchyard. However, not all the sites had the winter works that were planned completed. These sites are being scheduled into the spring / summer work schedules.

Grass cutting operations for the season have commenced on all sites. Some areas have experienced significant growth due to the warm winter, especially some areas in St Stephens Churchyard, but the team are working well to bring every area back to the required standards.

Winter Bedding: the SDD is monitoring the bedding, removing weeds, dead heading and irrigating as required. The bedding is due to be lifted at beginning of May, to allow time for the beds to be prepared for the summer bedding.

Summer Bedding & Hanging Baskets: the summer bedding display is planned for planting in mid to late May, prior to the Platinum Jubilee Celebrations. The colour scheme this year is Red, white and Blue. The Hanging Baskets are also scheduled to be installed towards the end of May.

Trees: Two contractors were approached for quotations for the works identified in the Annual Tree Survey. One contractor submitted quotations, whilst the other did not respond to any emails, answer any phone calls or reply to any answerphone messages. Due to the above the contractor that did submit quotations for the works was instructed to undertake the works, and these are currently in progress.

PAT Testing: the testing at all the STC premises was completed in early March 2022. The PAT testing is now undertaken by the SDD instead of using a contractor.

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 Waterfront: 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).

Many of the pavement markings in Fore Street have worn quite significantly and will be freshened up when the weather is favourable.

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 are fogged early mornings). Other premises not in use daily are cleaned and fogged after use – Station and MHR).

End of Report
Service Delivery Manager