

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

For 8th June 2023.

Since our last report submitted to the Services Committee on 27th April 2023, we have experienced a challenging, yet rewarding six weeks.

Service Delivery Team

Our new Service Delivery General Assistant joined the team on 9th May, he has completed his induction and is now receiving ongoing training, to become a fully qualified member of the Service Delivery team.

This addition has brought our S.D.G.A team headcount back up to five, which is still two less than our manning level at this time last year.

Autumn/Winter Bedding

The Winter bedding was pulled and removed from all S.T.C. planters and borders, they have been weeded, turned over and fertilised in preparation for Spring/Summer bedding planting.

Planning for Autumn/Winter bedding has now begun. As per last year the plan is to pull and remove all Spring and Summer bedding at the end of October. Our new Autumn/Winter planting is planned for week commencing 6th November in readiness for Remembrance, to ensure the Town is looking at its best for this key event.

Spring/Summer Hanging Baskets, Planters and Borders

The Spring/Summer hanging baskets were installed throughout Fore Street and Waterside; areas as planned at the end of week commencing 24th April.

Planters and borders were planted in week commencing 1st May, in preparation for the Coronation and Mayfair events that took place on 6th and 7th May. All plants are now well established and enjoying the prolonged sunny weather conditions we are currently experiencing.

In order to ensure the hanging baskets, planters and borders are kept well watered during the Summer period, we have reintroduced S.D.G.A. Duty 1 shift, which starts at 06:00 and finishes at 14:00 hours. This allows us to water Fore Street before it gets busy and minimises any effect or inconvenience to the public, be that on foot or motor vehicles.

Examples of the work actioned to planters, baskets and borders can be found on the next page.

Hanging Baksets



Plant Borders



Planter



Trees and Tree Surgery works

Following our annual Tree Survey, schedules of work have been agreed on all trees that have been identified as presenting potential risks and hazards. Quotes have been sought and required works have been scheduled to commence in week commencing 5th June.

Grass Cutting & Grounds Maintenance Works

At the end of April final grass cutting operations were completed at the following sites before “No Mo May” commenced:

The Memorial Peace Garden, North Road, the Cornish Cross, Huntley Gardens, Silver Street, Brunel Bust, Churchtown Cemetery, two sections of St. Stephens Churchyard, Trematon Pound and our three play park sites Ashton Way, Grassmere and Honeysuckle.

No Mo May.

We have adhered to No Mo Way, as directed by members, all sites are scheduled for grass cutting works over the next two weeks, so by the middle of June all sites will be returned to their normal high standard.

The following sites were cut on the 1st and 2nd June, the Memorial Peace Garden, St. Nicholas and St Faiths War Memorial, Brunel Bust, Churchtown Cemetery, all three of our roundabouts at Pilmere, Latchbrook and the Waitrose roundabout. Pilmere Green and Meadow have been started and will be completed in week commencing 5th June.

There is a lot of work to do at St. Stephens Churchyard, we will have a team on site for the next two weeks

Land Management Program and Grass Cutting Agreements.

The land management program has begun with 15 paths having been cut to date and the aim to have all first cuts completed by the end of June.

Plant and Equipment

We have procured equipment as agreed by Members at the previous Services Committee meeting held in April. There is still a few items awaiting delivery.

Allotments

All allotments at Churchtown, Grenfell and Fairmead remain in full occupation with regular audits scheduled throughout the year.

At Churchtown allotments issue with the dividing hedge/area that was raised at the last Services meeting is still yet to be resolved. A further report will be given to Members as soon as a resolution is identified.

At the Grenfell site a scope of works is still ongoing for the external fencing around the allotment as some areas have been identified in need of repair or replacement. A further report with costings will be provided for consideration upon receipt.

Pontoon

We still have one berth vacant and are working down the waiting list accordingly. There is an issue with the maglock entry system that new parts have been ordered and works will be completed as soon as the parts have been received.

Trusted Boater Scheme – Continuing to offer this service to anyone who is interested. Advertisements are on the Town Council website should any one enquire please see link below:

https://www.saltash.gov.uk/edit/stuploads/8886_538450979.pdf

Town Clock

Still awaiting quotes from two suppliers. Images have been sent and the SD team hope to receive comparison quotes as soon as possible.

Town Speakers

The inconsistency of sound levels has been addressed and all speakers have been set at a 75 decibel limit.

A scheduled check is due to take place following May Fair celebrations, the Town Council has not yet used the speakers since the event. We will continue to monitor and report back to Members with any issues arising.

Signage

The schedule of works to review, update and replace as required all STC signage throughout all buildings and sites is ongoing.

Sharps Incidents

Pleased to report no incidents have been reported in the last six weeks. We hope this continues to be the case.

Vandalism / Anti Social Behaviour Incidents

Please to report there have been no incidents of vandalism but sadly due to the pleasant weather and school holiday there has been an increase in anti social behaviour incidents.

We aim to liaise with the local police force and local youth organisations to address and educate the community in the risks associated with diving off the pontoon and climbing onto private property with the hope this will assist in reducing such cases.

End of report
Service Delivery Manager