



# Stanway

## Parish Council

### TRANSPORT FOR MAINTENANCE MANAGER May 2021

The Maintenance Manager requires transport to fulfil his duties properly, develop his role, efficiency and to maximise the full-time employment hours. It is proposed to combine all the requirements into one vehicle which can mow, transport and travel around the parish. Various options have already been investigated and deemed unsuitable:

1. **To purchase** a deck sit-on lawnmower to be used in conjunction with a trolley/trailer at a cost of @ £6k. The limitation to this proposal is that such a vehicle cannot be used on public highways so could only be employed at the Sports Field/Silver Witch Green OR Comb Meadow Burial Ground.
2. **To purchase** a Tuk-Tuk at a cost of @ £8k would be useful for transportation around the parish but would not be able to mow the green areas.

There are two further options to consider:

**To purchase** a commercial mower and trailer which can be driven on the public highways (confirmed after conversation with DVLA and police). The advised price from Ernest Doe is @ £13k for the commercial ride-on mower and the cost of the 2 Wheel Timber Tipping Trailer GWTS10 is @ £750.00. This vehicle can be driven on a category K licence and must be registered with DVLA using the serial number. It would also need to be insured. Storage will not be a problem with the erection of the workshop. Ernest Doe have said that second-hand options are available with a price tag of @ £8k, although this is dependent on the condition of the vehicle.

**To lease** a small tractor with trailer @ £245.00 per month which includes full insurance, training, two annual services, complete maintenance contract, trailer and grass roller. It is a commercial vehicle so can be driven from one site to another within the parish. It can be stored in the new workshop.



SPC's approved budget for a leased van is £2,500 per annum.



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Corporate Governance, as part of the budget discussions, has requested an investigation into cost savings achieved by spending more on staff to reduce costs of external contractors. If the Maintenance Manager has some transport/trailer, savings can be made in the following areas:

1. **Ad hoc jobs** where Dines needs to be contracted to provide support, for recent examples:
  - Clearing garden rubbish from Swan Green
  - Clearing fallen tree on Sports Field
  - Removal of fencing around new adult gym equipment
2. **TBS Waste collection:** BC able to empty bins all over the parish, using the trailer attachment, and depositing bags in central collection point. SPC would pay for monthly emptying of the big yellow bin, making potential monthly savings of £300.00. In 2019 SPC paid CBC Zoning Team £1,065.00 a month to litter pick and empty bins. This year, TBS (@ £330.00 pm) and BC are doing that between them, saving nearly £9,000.00 per annum on the CBC contract. This equates to 60 hours a month / 14 hours a week on BC's current pay (plus pension) level. TBS have renewed their contract for three years with a break after two years, but this change in responsibility would have to be transitional/phased-in anyway. Therefore, SPC has already gone a long way to justifying (the cost of) the extra hours for BC.
3. **Dines Agri Services:** BC, with a high-grade mower and trailer could manage the mowing and strimming around the parish green areas; Silver Witch Green, Swan Green, and Lucy Lane South and sides of footpaths, and new Community Centre grounds when they come under SPC's remit. Dines would cut hedges which requires specialist equipment and the Sports Field at Villa Road which needs a specific method of triple gang mowing. This would save up to £3,750 per annum. Dines is currently being paid £500.00 per month, doing a much better job than their predecessor, Pinnacle, but at times struggling to keep up with all the work. A combination of BC and Dines working together would have an overall better result. Again, it is necessary to consider whether overloading all the contract jobs onto BC is a sensible decision, as it would take the time BC has to do all the additional work which he now does so this too would require a transitional/phased-in take-over.
4. **Contract mowing** of Comb Meadow Burial Ground: undertaken twice a year but BC able to mow this area with higher calibre mower with annual savings of £100.
5. **SPC is also benefitting from the extra time** that is now available, allowing BC to do other things (once the main tasks are completed), for example, painting of the Coronation Bus Shelter and the benches on the Sports Field.

**The issue of cover** for BC is a significant one and should not be lightly dismissed. Mike Basham, from Great Horkeley Parish has agreed to provide cover for holiday and sickness, charging £18.00 per hour with a minimum of 10 hours per week. BC is owed 6 weeks holiday this year, so holiday cover will cost less than £1,000.00 per annum.

**The conclusion is that SPC has made the investment in man-hours, but the benefit of this to the parish can only be maximised if there is also the right investment on equipment, and then the long-term financial benefits will become clear.**



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