

18th November 2019

AGENDA

Dear Councillor

You are invited to a meeting of the:

Devolved Services and Assets Committee
to be held on Monday 25th November 2019 at 7.00pm
at The Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

| | |
|--|--------------------------------|
| Cllr Brett (East) | Cllr Macfarlane (West) |
| Cllr Doyle (East) | Cllr Nicklin (West) |
| Cllr Fraser (West) Chairman | Cllr Robbins (East) |
| Cllr Fryer (Broadway) Vice Chairman | Peter Hewitt (co-opted) |

Copied to all other members for information.

Members of the public are warmly welcome to attend meetings of the Council and its committees, unless excluded owing to the confidential nature of the business.

Yours sincerely



Tom Dommett BA (Hons) CiLCA
Assistant Town Clerk

1. **Apologies for absence**

To receive and accept apologies, including reason for absence, from those unable to attend.

2. **Declarations of Interest**

To receive any declarations of interest under Warminster Town Council's (WTC) Code of Conduct issued in accordance with the Localism Act 2011.

3. **Minutes**

3.1 To approve and sign as a correct record, the minutes of the Devolved Assets and Services Committee meeting held on 30th September 2019; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Devolved Assets and Services Committee meeting held on 30th September 2019.

4. **Chairman's Announcements**

To note any announcements made by the chairman.

Standing Orders will be suspended to allow for public participation.

5. **Public Participation**

To enable members of the public to address the committee with an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations.

Standing Orders will be reinstated following public participation.

6. **Reports from Unitary Authority Members**

To note reports provided which are relevant to this committee

7. **Road Sweeper**

Members are **recommended** to instruct officer to arrange demonstration of sweepers that members be invited to attend. (attached)

8. **Boule Area and Putting Green**

Cllr Fryer has requested a meeting to decide where to put the proposed Boule site. Cllr Fryer would also like to change the name of the Putting Green to "9 Hole Putting Course". The CIL working group has recommended that additional outdoor leisure provision – i.e. outdoor table tennis tables and a Boules area is a top priority for CIL spending. Currently the Council has a working group looking at options for the putting green area, consisting of Cllrs Brett and Nicklin. Members are **recommended** to increase the remit of the working group to cover suitable locations for a Boules area and outdoor table tennis tables and add Cllr Fryer to the working group. **For Decision.**

9. **Communications**

9.1 The members to **decide** on items requiring a press release.

9.2 The members to **confirm** their spokesperson for any item listed on the agenda to report on the Council's decision if required.

The date of the next Devolved Services and Assets Committee will be Monday 3rd February 2019 at 7.00pm

Minutes from this meeting will be available to all members of the public either from our website www.warminster-tc.gov.uk or by contacting us at Warminster Civic Centre.

REPORT FOR DECISION - Road Sweeper

Recommendation

Officers recommend members:

- Instruct officer to arrange demonstration of sweepers that members be invited to attend.

Purpose of the Report.

To assist members in reaching decisions set out in the recommendations. This is not a decision to proceed with a sweeper but to allow for that decision at a later stage.

Background

Over the last 10 years Wiltshire Council have reduced the frequency of road sweeping within the town. This has led to many complaints from members of the public, with large accumulations of detritus leading to high volumes of weed growth.

At their January 2019 meeting, (Minute no DS/18/100) members directed officers to investigate how Warminster Town Council could improve the street sweeping service which is currently provided by Wiltshire Council and report back in due course, including a schedule and projected costs if appropriate.

Members subsequently agreed at their April 2019 (Minute no DS/18/125) that investigations into improved street sweeping should be subsumed into the wider discussion about the transfer of services from Wiltshire Council. After these discussions commenced, at the Devolved Services meeting 30th September 2019 (minute no DS/19/040) members asked officers to put together costs for a road sweeper.

Other Councils such as Chippenham, Trowbridge and Devizes have all decided to operate their own 'in house' road sweeper. Road sweeping is a very high profile, visible improvement. It is considered that the visual impact of infrequent road sweeping has a knock-on effect to how residents, visitors and business perceive the town. More frequent road sweeping may be seen as a very high profile, visible improvement. The councils mentioned above have linked the provision of a road sweeper with the taking on of further services and assets from Wiltshire Council as a clear signal of improved service provision.

Findings

A tender document was sent to seven companies (C.P. Davidson, Dawson rental sweepers, Econ Engineering Ltd, Go Plant Fleet Services, Scarab Sweepers, Hitachi Capital vehicle solutions Ltd, Riverside Truck Rental Ltd, Specialist fleet services Ltd, Hako Sweepers) asking for a cost for a 3.5 tonne sweeper on contract hire. Tenders to be submitted by the 28th October 2019.


The tender document specified a 3.5 tonne left hand drive machine with front and side brushes, gulley sucker, fitted pressure washer, roof beacon, LED in front grill and rear, rear beacon, radio with blue tooth for hands free kit or similar.

It also asked for one cost to include maintenance and one without maintenance.



(A copy of the full tender document is available at the Civic Centre)

Responses were received from 4 companies. Econ engineering replied saying they were unable to provide a vehicle of this specification. Tenders were received from Dawson Group Sweepers, Hako Sweepers and scarab sweepers.

| | Dawson Group Sweepers | Hako Sweepers | Scarab Sweepers |
|--|---|---|--|
| Vehicle recommended | Scarab M25H | Citymaster 1600 | Scarab M25H |
| Annual cost (over 5-year contract hire) including maintenance | £29,460.72 | £27,000 (Estimate as do not have figures for 2020 yet) | £24,819.08 |
| Annual cost (over 5-year contract hire) no Maintenance | £24,246.48 | £20,000 (Estimate as do not have figures for 2020 yet) | £20,132 |
| Vehicle specification | <ul style="list-style-type: none"> • 4.5T (Can be plated at 3.5T) • Front brushes • Side brushes • Belly brush • Left hand drive • Gully sucker • Fitted pressure washer • Hydrostatic drive, • Front and rear roof beacon | <ul style="list-style-type: none"> • 3.5T (When Full) • Front Brushes • Left hand drive • Gully sucker • Hydrostatic drive • Front and rear roof beacon • Fitted pressure washer | <ul style="list-style-type: none"> • 4.5T (will not plate at 3.5T) • Front brushes • Side brushes • Belly brush • Left hand drive • Gully sucker • Fitted pressure washer • Hydrostatic drive, • Front and rear roof beacon |
| Technical support | <ul style="list-style-type: none"> • Fully managed support package • 2-hour attendance for breakdowns • Replacement vehicle included • Parts, labour and recovery included | <ul style="list-style-type: none"> • Fully managed support package • 2-hour attendance for breakdowns TBC • Replacement vehicle included • Parts, labour and recovery included | <ul style="list-style-type: none"> • Fully managed support package • 2-hour attendance for breakdowns • Replacement vehicle included • Parts and labour • Recovery included |
| Fuel costs | <ul style="list-style-type: none"> • 5.1 litres/ hour | <ul style="list-style-type: none"> • 4 litres/ hour | <ul style="list-style-type: none"> • 5.1 litres/ hour |
|  | | | |

After consideration officers believe the Scarab minor gives better value for money. With a larger capacity it allows for more sweeping per day and with front and side brushes is a more versatile sweeper. The Hako sweeper is more suited to pavement sweeping whereas the Scarab minor will be able to sweep both pavements and arterial routes such as entrances into town and housing estates.

Other costs

Fuel:

The Scarab sweeper will use 5.10 litres of fuel per hour while working, with the Hako using around 4 Litres, this will equate to around 25.5 litres per day or 127.5 per week. At the current cost of white diesel (around £1.30 a litre) this will work out to be £8,619.00 per year

Waste disposal

It is extremely difficult to predict how much waste will be collected daily. Officers have held discussions with Trowbridge and Chippenham Town Councils who have both recently acquired their own sweeper. Initially there will be relatively large amounts of detritus to be removed, with regular sweeping the 'back log' will be cleared and the amount of waste collected is expected to fall.

Officers estimate an annual cost in the first year to be in the region of £25,000. Officers expect this to reduce to around £15,000 after the first year.

Year 1 cost £25,000 Year 2 cost £15,000

Staff:

A full-time driver will need to be employed.

A vehicle under 3.5 tones e.g. the Citymaster 16000, the driver will need a category B licence, that is, anyone with a car licence can drive it.

For a vehicle over 3.5 tonnes, e.g. the standard Scarab M25H, the driver will need a category C1 license, which means only people who have passed a separate test or got their standard driving license before January 1997 can drive it without having to pass a separate test.

Total per year- £30,000

Service Delegation:

Officers have received confirmation from Wiltshire Council, confirming that the Town Council will be able to carry out road sweeping on the highway as part of the service delegation.

Financial and Resource Implications

The initial costs are estimated at £88,600 for a full year.

Vehicle £25,000

Driver £30,000

Fuel £8,600

Waste disposal £25,000

Legal Implications and Legislative Powers

The Council has the power to provide this service under the General Power of Competence. The Council will need to establish relevant permissions from Wiltshire Council. The Council will have to comply with all relevant legislation regarding waste disposal.

Environmental Implications

Officers have been in contact with the Environment Agency to ensure all legislation is complied with.

Risk Assessment

Risk assessments will need to be prepared.

Crime and Disorder

Officers are not aware of any issues the Council should consider under the Crime and Disorder Act.