

## Deputy Clerk's Report to Full Council – 17<sup>th</sup> May 2021 Seasonal Grounds Team Resource - 2021

### Purpose

To provide a seasonal temporary Grounds & Maintenance resource to cover 5 Summer months from 1<sup>st</sup> June to 30<sup>th</sup> November 2021 in order to support the Grounds Team through the re-structuring and resourcing to bring the team up to the level required to deliver exceptional service across the open spaces and highways in The Ivers Parish

### Background

With 2020 being an exceptional year where for a period of approximately 5 months the Grounds & Maintenance Team were operating on skeleton cover often operating 1 or 2 days a week and keeping on top of the seasonal tasks required to keep our open spaces open and usable by the residents of The Ivers whilst they followed Government guidelines on exercise etc. As a result of this, there is an inevitable backlog of work to be on top of and some new project initiatives created as a result of a review of the Open Spaces and Highways portfolio and Team I am responsible for.

These projects for 2021 include:

- **Churchyard & Burial Ground Improvements**  
including Topples Testing of monuments & improving the environment for Mourners and visitors to the grounds
- **Allotment Improvements**  
Including a complete tidy up, re-marking and numbering of pitches, reinstatement of overground pitches and identify and prepare new pitches to increase revenue
- **Tidying Up The Ivers**  
Identifying areas of significant littering and visibly litter picking and tidying areas for residents including making areas safe where significant littering / dumping is an issue. Key to this is encouraging residents to tell us of hot spots and for the Parish Council to respond quickly.

### Requirement

Task	Hours per Week
Churchyard & Burial Ground Strimming	6.00
Churchyard & Burial Ground General Maintenance	3.00
Swan Meadow – Adjacent Flats Strimming Maintenance <i>To maintain an area between Swan Meadow and a block of flats adjacent</i>	2.00
Iver Heath Allotment Maintenance	6.00
Iver Allotment Maintenance	3.00
General Litter Picking <i>Regular 'route' and response to resident reporting</i>	6.00
General tasks with Grounds Team <i>Assisting the Grounds Team to meet demands</i>	4.00
	<b>30.00</b>

*Equates to 4 days (7.5 hrs) a week.*

### **Potential Contractors**

3 possible contractors were approached to potentially provide resource.

- Blue Sky Development and Regeneration – provided a quote
- Heathrow Rangers – no reply received to date
- Chiltern Rangers – replied but not able to provide a service

Blue Sky provided a quote for a full-time (37.5 hrs) resource as below:

- *£555 per week - £11,100 for 20 weeks*

And an alternative quote for 30 hours per week:

- *£450 per week - £9,000 for 20 weeks*

The resource will be managed by the Deputy Clerk / Deputy Head Groundsman from an Ivers Parish Council task perspective and from an employee / payroll and management perspective by Blue Sky who will retain the employee as they are the legal employing entity. Blue Sky will offer employer liability insurance for the resource. The resource will be trained on the equipment to be used by Blue Sky.

Blue Sky are known to the Council and the Deputy Clerk from his previous Parish. They present as reliable, efficient and quick to respond to requirements.

### **Funding**

Currently with the Grounds Manager roll vacant, there is a saving that will cover the cost of this temporary resource. The saving is £489 per week (excluding on-costs). To fund this resource fully, the earliest a replacement managerial / supervisory role as part of the re-organisation of the Grounds & Maintenance team could be employed is Mid-August 2021.

### **Recommendation:**

To proceed with the quote from Blue Sky at a cost of £9,000 (ex VAT) for 20 weeks from 1<sup>st</sup> June to 30<sup>th</sup> November 2021 as identified above. Sum to be covered from projected underspend in the salary budget due to the Council carrying staffing vacancies

**Jeremy Day**  
**Deputy Clerk**  
**10<sup>th</sup> May 2021**