

Report to Portfolio Holder for Environment

Subject: Approval and authorisation to enter into a contract with Calverton Parish Council for the provision of grounds maintenance services for 2021/2022.

Date: 19th May 2021

Author: Business Development and Support Manager – Environmental Services

Purpose To request approval to enter into a contract to provide grounds maintenance services to an existing client, Calverton Parish Council, for a period of one year commencing on 1 April 2021.

Key Decision This is not a Key Decision.

Recommendation(s)

THAT:

Approval is given for the Council to enter into a one year contract with Calverton Parish Council to provide grounds maintenance services from 1st April 2021.

1 Background

1.1 Gedling Borough Council currently provides grounds maintenance services to Calverton Parish Council at various sites listed in Schedule 2 the Bill of Quantities (Appendix 1 to this report). The Council's Parks and Street Care Service has been providing this service since the 1990's on a contractual basis. The Council provides this service to the Parish Council under the section 1(1)(d) of the Local Authorities (Goods and Services) Act 1970 which enables Local Authorities to provide and charge public bodies (including Parish Councils) for such services.

- 1.2 The existing Calverton Parish Council contract expires on 31st March 2021. The services to be provided under the contract include grass cutting; sports pitch preparation; maintenance of children's playgrounds; grave digging and associated works, together with general horticultural and arboricultural work.

2 Proposal

- 2.1 It is proposed that the Council enters into a new one year contract for the Council to provide ground maintenance services to Calverton Parish Council from 1st April 2021 at the rates outlined in the Bill of Quantity.

3 Alternative Options

- 3.1 An alternative option would be to not authorise the provision of this service and not enter into the agreement for 2021/22. This would result in a loss of income for PASC services which could then result in the need to restructure PASC Services. 0.5 PASC operative posts are currently utilised in the provision of this ground maintenance service. If the service ceased those posts would be under threat.

4 Financial Implications

- 4.1 The contract price is a total of £41,189.22, of which £33,056.22 is for annual scheduled works plus a variation order of £8,113.. These amounts currently form part of PASC services annual budget for 21/22.
- 4.2 The contract price is based on the Bill of Quantities see Appendix 1 for details. These have been calculated based on full cost recovery and uplifted by 3% for 21/22.
- 4.3 These works are completed by approximately 0.5 FTE of a PASC operative.

5 Legal Implications

- 5.1 The power to undertake this service stems from the Local Authority (Goods and Services) Act 1970. Works for third parties must be approved by the Executive where the works are in excess of £20,000.

6 Equalities Implications

There are no equalities Implications arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

There are no direct implications in relation to this Council, however, the

nature of the works for the Parish are to enhance the environment.

8 Appendices

Appendix 1 – Bill of quantities

9 Background Papers

None

10 Reasons for Recommendations

10.1 This contract will bring income into the PASC department which will be reinvested into the service.

It will also serve to ensure that Calverton Village is well maintained, attracting others to the area and thereby increasing footfall for local business.

Appendix 1 – Bill of quantities



**Grounds Maintenance,
Maintenance of Cemeteries,
Arboricultural Works and Associated
Services**

For

Calverton Parish Council

**Bill of Quantities
2021 - 2022**

FINAL SUMMARY

Zone		Scheduled Work
1	WILLIAM LEE MEMORIAL RECREATION GROUND	£13,224.31
2	MANSFIELD LANE CEMETERY	£9,890.79
3	THE PINFOLD	£17.82
4	ST WILFRID'S CHURCHYARD	£1,852.97
5	MANSFIELD LANE / COLLYER	£231.56
6	JAMES SEELY PARK	£2,615.70
7	HOLLINWOOD LANE CEMETERY	£1,012.95
8	CALVERTON TOILETS	£4,210.12
	TOTAL	<u>£33,056.22</u>

WILLIAM LEE MEMORIAL RECREATION GROUND

CLAUSE	DESCRIPTION	PRICE		UOM	QUANTITY	FREQ	COST
110	GANG MOWING	0.002015	1	M ²	43967	30	2657.81
130	ROTARY PEDESTRIAN MOWING	0.0331	1	M ²	2361	15	1172.24
600	HEDGE CUTTING	0.531	1	M ²	2216	2	2353.39
1000	MOW BOWLS GREEN	14.43	1	GREEN	1	52	750.36
1002	MOW INNER BANKS	0.168	1	M ²	176	12	354.82
1021	ROLL BOWLS GREEN	25.53	1	GREEN	1	2	51.06
1024	SPIKE SOLID TINE	37.79	1	GREEN	1	2	75.58
1030	TOP DRESS - HOLLOW TINE	410.68	1	GREEN	1	2	821.36
1033	SCARIFY BOWLS GREEN	40.45	1	GREEN	1	6	242.70
1039	OVERSEED BOWLS GREEN	174.76	1	GREEN	1	1	174.76
1043	SPRING FERTILISER (BOWLS)	70.74	1	GREEN	1	1	70.74
1046	AUTUMN FERTILISER (BOWLS)	70.74	1	GREEN	1	1	70.74
1049	WEEDKILL BOWLS	47.10	1	GREEN	1	1	47.10
1052	MOSS KILL BOWLS	84.14	1	GREEN	1	2	168.28
1058	FUNGICIDE BOWLS	90.43	1	GREEN	1	2	180.86
1900	INSPECT PLAY EQUIPMENT	17.40	1	SITE	1	52	904.80
901	ROTORVATE GOAL MOUTH	2.25	1	M ²	288	1	648.00
910	ROLL FOOTBALL PITCHES	0.267	100	M ²	12200	6	195.44
924	INITIAL FOOTBALL PITCH MARK	103.99	1	PITCH	2	1	207.98
930	FERTILISER (FOOTBALL)	270.40	1	PITCH	2	1	540.80
940	WEEDKILL FOOTBALL PITCHES	3.67	100	M ²	12200	1	447.74
949	REMOVE GOALPOSTS	76.86	2	GOAL	1	1	76.86
950	ERECT GOALPOSTS	76.86	2	GOAL	1	1	76.86
960	OVERSEED PITCHES	4.67	100	M ²	12200	1	569.74
970	SLITTING FOOTBALL PITCHES	0.499	100	M ²	12200	4	243.51
975	BRUSHING FOOTBALL PITCHES	0.33	100	M ²	12200	3	120.78
TOTAL							13224.31

ADDITIONAL VARIATION ORDER WORKS:

PLAY AREA REPAIRS	=	£844.14
OVERMARK FOOTBALL PITCHES	=	£18.04 per pitch

MANSFIELD LANE CEMETERY

CLAUSE	DESCRIPTION	PRICE	UOM		QUANTITY	FREQ	COST
600	HEDGE CUTTING	0.531	1	M ²	4500	2	4779.00
600	HEDGE CUTTING – GARDEN OF REST	0.531	1	M ²	1440	2	1529.28
100	ORNAMENTAL GRASS CUTTING	0.0579	1	M ²	120	26	180.65
130	ROTARY PEDESTRIAN MOWING	0.0331	1	M ²	6000	15	2979.00
0700	SPRAY WALL AND FENCE LINES	0.054	1	LM	1104	2	119.23
0500	ROSES – PRUNE	10.3	1	M ²	9	1	92.70
0540	ROSES – DEAD HEAD	10.3	1	M ²	9	1	92.70
0530	ROSES – HOE AND WEED	0.531	1	M ²	9	8	38.23
TOTAL							9890.79

ADDITIONAL VARIATION ORDER WORKS:

6040	GRAVE NEW 9' PER OCCASION – EXCAVATE AND BACK FILL	265.62	1	GRAVE	1	25 (est)	6640.50
6601	BURIAL CASKET OF ASHES PER OCCASION	32.25	1	ITEM	1	20 (est)	645.00
6310	GRAVE TOP UP 12" PER OCCASION – INCLUDES LABOUR, SOIL AND TURF	23.63	1	GRAVE	1	35 (est)	827.05
							Total 8,112.55

GRITTING CEMETERY PATHS AS REQUIRED
£122.71 per occasion

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THE PINFOLD

CLAUSE	DESCRIPTION	UNIT PRICE	UOM		QUANTITY	FREQ	COST
0130	ROTARY PEDESTRIAN MOWING	0.033	1	M ²	45	12	17.82
TOTAL							17.82

ST WILFRID'S CHURCHYARD

CLAUSE	DESCRIPTION	UNIT PRICE	UOM		QUANTITY	FREQ	COST
0600	HEDGE CUTTING	0.529	1	M ²	200	2	211.60
0130	ROTARY PEDESTRIAN MOWING	0.0259	1	M ²	5074	12	1577.00
0700	SPRAY WALL AND FENCE LINES	0.054	1	LM	596	2	64.37
TOTAL							1852.97

MANSFIELD LANE / COLLYER ROAD

CLAUSE	DESCRIPTION	UNIT PRICE	UOM		QUANTITY	FREQ	COST
0130	ROTARY PEDESTRIAN MOWING	0.0259	1	M ²	396	12	123.08
0340	HOE AND WEED SHRUB BEDS	0.167	1	M ²	48	8	64.13
0600	HEDGE CUTTING	0.528	1	M ²	42	2	44.35
TOTAL							231.56

JAMES SEELY PARK

CLAUSE	DESCRIPTION	UNIT PRICE	UOM		QUANTITY	FREQ	COST
0110	GANG MOWING	0.001967	1	M ²	17769	30	1048.55
0200	LITTER PICKING	0.0001064	1	M ²	19509	52	107.94
0600	HEDGE CUTTING	0.529	1	M ²	266	2	281.43
1900	INSPECT PLAY EQUIPMENT	17.41	1	SITE	1	52	905.32
1905	CLEAN PLAY EQUIPMENT	3.44	1	SITE	1	26	89.44
1920	SWEEP PLAY AREA	0.01751	1	M ²	201	52	183.02
TOTAL							2,615.70

ADDITIONAL VARIATION ORDER WORKS:

PLAY AREA REPAIRS = **£257.50 est.**

HOLLINWOOD LANE CEMETERY

CLAUSE	DESCRIPTION	UNIT PRICE	UOM		QUANTITY	FREQ	COST
0120	TRIPLE / BANKS MOWING	0.00708	1	M ²	6312	12	536.27
0130	ROTARY PEDESTRIAN MOWING	0.03296	1	M ²	630	12	249.18
0600	HEDGE CUTTING	0.55	1	M ²	200	2	220.00
0700	SPRAY WALL AND FENCE LINES	0.054	1	LM	70	2	7.56
TOTAL							1,012.95

CALVERTON TOILETS

DESCRIPTION	UNIT PRICE	UOM		QUANTITY	FREQ	COST
CLEAN TOILET ½ HOUR PER DAY	10.43	½	HOURS	1	311	1621.87
LOCK AND UNLOCK ½ HOURS PER DAY	10.43	½	HOURS	1	311	1621.87
1 TUB FLOOR CLEANER 1 per week	4.19	1	BOTTLE	1	52	217.88
5L DISINFECTANT 1 per week	2.33	1	BOTTLE	1	52	121.16
1 BOTTLE TOILET CLEANER 1 per week	1.32	1	BOTTLE	1	52	68.64
TOILET ROLLS 1 per toilet per day	0.225	1	ROLL	4	311	279.90
SOAP 1 per week per sink	1.06	1	BAR	4	52	220.48
SINK AND TAP CLEANER 1 bottle per month	2.53	1	BOTTLE	1	12	30.36
SPRAY AND WIPE 1 bottle per month	2.33	1	BOTTLE	1	12	27.96
						4,210.12

DAYWORK RATES

Grounds Maintenance – General

£32.23 per Hour

Tree Works (Felling & Removal – Large Tree)

£71.02 per Hour

Litter pick / Fly tip removal / graffitt removal

£43.43 per Hour