

Facilities Managers Report 19.09.2023

Flagpoles – The Facilities Manager has been in contact Dawson Steeplejacks to arrange for the removal of the old flagpoles and the installation of the two new flagpoles. The steeplejacks attended a site visit on 11.09.2023 and we are awaiting an installation cost quote. A Highways Limits application for a partial road closure will be required to enable the work to take place (the licence application takes 4-weeks).

FIT Tariff – Payment expected by 30 September 2023.

Thorn Park – The multi-play equipment at Thorn Park has been vandalised. Cormac are undertaking repairs and the equipment has been fenced off to prevent further damage and/or injury to members of the public. The cost of hiring the safety fencing and repairing the play equipment is £1,001.00 + VAT. The replacement section of slide is due to be delivered on 22.09.2023 and Cormac are undertaking the work as a priority (by end September).

Data Cabling - The work on site has been completed and the Facilities Manager is liaising with the contractors over some minor items that require snagging (blanking plates, decoration). Once the snagging has been addressed and an Electrical Installation Certificate issued the account will be settled.

Guildhall – The application to to the Community Capacity Fund has been fully assessed and positively scored by the Good Growth team. The next stage is for the Good Growth team to consult with the Community Area Partnership (CAP) and the Funding Sub Group. The main hall was open as part of Liskeard Unlocked on 09.09.2023 and attracted around 40 visitors.

Mayors Parlour & Members Room – A quote has been received from a specialist contractor for the treatment of dry rot and wood worm. The proposal is to engage the specialist contractor to treat the affected areas and replace any affected floorboards, joists, and panelling. Two quotes have been received for the sash window repair and redecoration and this work will be completed following the dry rot and woodworm treatment.

Main Hall Screen – The Facilities Manager is seeking quotes for the repair/replacement of the screen in the main hall.

Vehicle options – the Facilities Manager has undertaken some research into vehicle options for the Facilities Team. By way of background, all of the sites currently owned and managed by the Town Council are within 0.7 miles of the Public Hall. Daily activities include checking parks, litter picking and emptying bins, cleaning public toilets located at Westbourne Car Park, Sungirt Car Park and Dean Street. The team deliver consumables to the public toilets 2 or 3 times a week and collect/deliver leaflets, seagull sacks and recycling from Foresters Hall. Less frequently, we will take meter readings, check allotments, clear paths in the parks and clean street furniture (bins, benches, signs, gates, etc). We also undertake minor repairs to play equipment and fencing as required. Wherever possible we arrange for materials (sand, cement, timber, paint, etc) to be delivered to site to avoid the need for a vehicle. The Town Council's marquee is transported to the Liskeard Show each year with the assistance of councillors. Occasionally we loan equipment (tables, chairs, portable speaker) and this is done on collection only basis. By and large we avoid working in poor weather conditions but being able to travel to/from site quickly would limit time spent outside in bad weather (although most tasks will still involve being outside e.g. litter picking, park inspections).

The options include small/large diesel van, small/large electric van, e-cargo bike.

The costs of an **e-cargo bike** range from £4,950.00 (Rayleigh Pro Cargo) to £7,999.00 (Riese & Muller Load 75). Note - the Town Council has been awarded £2,000.00 from Cornwall Council's Workplace Travel Grant towards toward the cost on an e-cargo bike. The e-cargo bike has a range of advantages including convenience; usable by everyone; can get to areas not accessible by vehicle e.g. parks, improves health and fitness. The disadvantages are that it is not able to transport more than one person and very large loads such as the Town Councils show marquee.

The cost of a small second-hand diesel van e.g. Citroen Berlingo 1.6Hdi 2020 is £12,950.00 + VAT. An equivalent **larger van** e.g. Ford Transit is £16,850.00 + VAT. The advantage of a vehicle is that it can be used for larger/heavier loads (although we would need a large van to transport the marquee). The main disadvantages are cost and convenience, especially if it has to be parked some way from the Public Hall e.g. unlikely to be used if caretakers have

to walk to collect van, bring it back to the hall, load up, deliver items, and then park vehicle and walk back to the hall. A diesel vehicle would contribute somewhere in the region of 0.49 to 0.84 tonnes of CO² to the environment (based on 3,220km per year).

The cost of an **electric vehicle** is ranges from £31,262.00 + VAT for a Peugeot e-Partner to £34,000 + VAT for a larger Peugeot Maxus e-Deliver. The main disadvantages are cost (there is the added cost of installing a dedicated EV charging point) and convenience.

The Council's insurance broker has indicated a separate vehicle policy would be required, anticipated cost £400-£500 per annum (for drivers aged 25 years and over). The cost of a Cornwall Council parking permit is currently £444.00 per annum. In addition, for a 'reserved' parking space in Westbourne Car Park the Town Council would need to cover the cost of marking out and signing. Unfortunately, the Town Council would not be able to have exclusive use of one of the newly installed charging points in Westbourne Car Park as all bays have to be accessible to all users as a condition of the funding. However, we do have a right to park next to Westbourne toilets whilst cleaning so we could look to extend this right to include a reserved parking space and install a dedicated charging point there (approx. cost £500-£1,000).

It should be noted that there is limited operational need for a vehicle until Castle Park and other open spaces have been devolved to the Town Council. The plan is to run with the existing contractors for litter picking, waste collection, grass cutting, play park maintenance and tree work for a period of at least 12-months after devolution so we can determine what maybe required in terms of extra staffing, equipment, and vehicles.

In summary:

	Small diesel van	Large diesel van	Small EV	Large EV	E-cargo bike
Purchase price	£ 12,950.00	£ 16,850.00	£ 31,262.00	£ 34,000.00	£ 4,475.00
Insurance pa	£ 450.00	£ 450.00	£ 450.00	£ 450.00	£ 100.00
Road tax pa	£ 240.00	£ 570.00	£ -	£ -	£ -
Breakdown Cover pa	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ -
Parking permit or reserved space pa	£ 444.00	£ 444.00	£ 444.00	£ 444.00	£ -
Cost of marking out	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ -
Fuel @ 151.81 pence per litre	£ 200.00	£ 300.00	£ 100.00	£ 150.00	£ 53.00
Service & maintenance	£ 210.00	£ 315.00	£ 120.00	£ 180.00	£ 50.00
CO2	151g per km	262g per km	0g per km	0g per km	0g per km
Depreciation @ 10% pa	£ 1,295.00	£ 1,685.00	£ 3,126.20	£ 3,400.00	£ 447.50
Cost first year	£ 16,149.00	£ 20,974.00	£ 35,862.20	£ 38,984.00	£ 5,125.50
Annual cost subsequent years	£ 2,899.00	£ 3,824.00	£ 4,300.20	£ 4,984.00	£ 650.50

Note: The e-cargo bike purchase price includes a deduction of £2,000 for the Workplace Travel Grant. At the time of researching there were no grants available for the purchase of an e-vehicle or for charging points.

Other options could include a cheaper small diesel van which could be picked up for a £1,000 to £2,000 - the disadvantage would be higher annual servicing and maintenance costs. Leasing is also an option, for which we would need more information on size of vehicle and lease term to get quotes, but very roughly monthly lease of a small diesel van would be in the region of £190.00 + VAT per month over a 5-year lease period plus a deposit (£2,280.00 per year).

