



**Service Delivery
Committee**

**Tuesday, 11 October
2016**

**Matter for Information
and Decision**

Title: Facilities Services Update

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1. Introduction

1.1 This report covers progress and developments within the Facilities Service. It sets out achievements and work in progress since 5 July 2016 when progress was last reported.

2. Recommendations

- 2.1 That Members note the information within the report.
- 2.2 That Members agree to restrict the number of grave spaces that can be purchased in advance at Wigston cemetery to a maximum of two per family for both burial and cremation plots.

3. Capital Projects

3.1 Ervins Lock Footbridge

- Information has been obtained from utility companies which show there are no services in the area that need to be avoided.
- Arrangements have been made with Canal and River's Trust for CCTV of the bywash channel and topographical surveys to be undertaken; this work should start on site week commencing 5th September.
- Design and feasibility work will be undertaken once results of the surveys are known.

3.2 Sheila Mitchell Pavilion

- Work to repair (and where necessary replace) the slatted canopy roof is complete.
- A new CCTV system has been installed.

3.3 Refurbishment of Bus Shelters

- Two local contractors are being invited to submit prices for re-painting of bus shelters in the Borough.

3.4 Cemetery Wall Repairs

- Start date awaited from contractor

3.5 Sandhurst Street Car Park Wall repairs

- Site visit held with contractor and quote awaited

4. Forum Projects

4.1 Oadby Forum

- The work to refurbish Ellis Park Drinking Fountain was scheduled to take place in July but has been delayed. A site meeting with the appointed contractor took place on 6th September and work is scheduled to start on 13th September.
- A new bus shelter with seat has been installed at Howdon Road.
- Litter bins have been installed at Coombe Park (2) and Launde Road, near to Manor School.

4.2 Wigston Forum

- A seat has been installed into the bus shelter outside the Council Offices.

5 Facilities Work

5.1 Pavilions and Community Centres

- Willow Park Pavilion – re-pointing of the external brickwork, gutter repairs and re-tiling in the showers has been completed as part of the cyclical maintenance programme.
- Horsewell Lane Pavilion – the surface of the disabled ramp has been repaired.
- The Freer Centre and Walter Charles Centre continue to be hired out on a regular basis; there are 14 regular groups hiring the Freer Centre (equating to approximately 43% of the hire time availability) each week and 5 regular groups at Walter Charles Centre (equating to approximately 25% of the hire time availability). Over and above this both centres continue to be popular with one-off party hire which accounts for the majority of the weekend lettings and are not included in the above percentages.
- The toilets and entrance hall at the Freer Centre have been re-painted.

5.2 Public Toilets – Maintenance

- Repairs have been carried out to the handwash units at Junction Road, Willow Park and Peace Memorial Park toilets.
- Repairs have been carried out to the disabled toilets at Peace Memorial Park and Willow Park which have both suffered vandalism over the last few weeks.

5.3 Car Parks

- Severn Trent is carrying out an emergency sewer repair in Junction Road Car Park which has proved a bigger job than originally anticipated.
- The usage of Blaby Road Park Car Park has been monitored over the summer months following the assertion that the parking problems are caused by South Leicestershire College Students. The results for 22nd July to 2nd September are given below. The college term does not begin until 12th September therefore monitoring will continue in order to gauge what impact this has on the parking.

Date	Time	Cars
Fri 22 nd July	12 noon	3
Tues 26 th July	11.00am	3
Thurs 28 th July	9.30am	0
Fri 29 th July	9.30am	0
Tues 2 nd Aug	4.00pm	0
Wed 3 rd Aug	9.00am	4
Mon 8 th Aug	11.00am	4

Wed 10 th Aug	2.00pm	2
Fri 12 th Aug	10.00am	1
Tues 16 th Aug	3.00pm	3
Fri 19 th Aug	9.00am	1
Wed 24 th Aug	2.30pm	3
Tues 30 th Aug	12.30pm	3
Thurs 1 st Sept	2.45pm	2
Fri 2 nd Sept	10.30am	4

5.4 Cemeteries

- A new fence has been installed at Oadby Cemetery near to Wigston Road.
- The chart below shows the number of interments that staff have dealt with since 1st April 2016

	Full burials	Interment of cremated remains	Scattering of ashes
Wigston Cemetery	24	42	7
Oadby Cemetery	3	11	6

- In addition to the above, 12 cremated remains plots have been purchased in advance at Wigston Cemetery meaning the recently extended Garden of Remembrance is already almost full and further cremated remains plots need to be created as a matter of urgency to keep in line with demand. A quote is awaited for extended the beds which will be created on the opposite side of the cemetery road to the existing Garden of Remembrance.
- Members are asked to approve a decision to restrict the number of grave spaces that can be purchased in advance at Wigston cemetery to a maximum of two per family for both burial and cremation plots. There is currently no limit on the number of plots that can be purchased in advance at Wigston Cemetery and the more that are sold in this way the less are available for the interment of ashes of the recently deceased. Twelve Garden of Remembrance plots have been purchased in advance at Wigston since 1st April 2016 and 7 of these have been purchased by the same individual. (There is already a longstanding member decision not to allow any graves to be purchased in advance at Oadby Cemetery due to the limited amount of available space.)

5.5 Allotments

- Inspections of plots are undertaken regularly. Two tenants have had their allotment agreements terminated recently due to non cultivation of their plots.
- The waiting time for an allotment is currently around 6 to 8 months.
- Liaison meetings have been held with plot holders from Wigston Road, Aylestone Lane and Brabazon Road allotment sites.

5.6 Sports Pitches

- Oadby Owls Football Club continue to hire all of the football pitches at Coombe Park for their football academy.
- In addition, 9 out of the 10 pitches across the remaining Borough's parks are fully booked for the forthcoming year.
- Quarterly liaison meetings have been held with Oadby Bowls Club and South Wigston Bowls Club.

Background Documents:-

None

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Implications	
Financial (CR)	All works need to met from within current budget allocations
Legal (AC)	No significant legal implications.
Risk (MAS)	CR5 - Effective utilisation of assets/buildings.
Equalities (MAS)	No significant implications.
	Equality Assessment:-
	<input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable