

AGENDA ITEM 12

RURAL ECONOMIC & ENVIRONMENTAL AFFAIRS COMMITTEE

3 SEPTEMBER 2014

REPORT OF THE HEAD OF COMMUNITY & NEIGHBOURHOODS

EMT VEHICLE & FRONTLINE SERVICE MACHINE REPLACEMENT POLICY & PROGRAMME

1.0 PURPOSE OF REPORT

- 1.1 To seek members support for the adoption of a replacement and renewal programme, together with guiding policy for the authorities Environmental Maintenance Team (EMT) crew vehicles and frontline service machines.

2.0 RECOMMENDATIONS

- 2.1 Members approve the:
- Vehicle & Machine Replacement/ Renewal Policy (Appendix 1)
 - A vehicle and frontline machine replacement programme (Appendix 2)

3.0 KEY ISSUES - BACKGROUND

- 3.1 Melton Borough Councils EMT currently operates its frontline services with 4 main vehicles, transporting operatives and the tools required throughout the day, together with 5 frontline ride on grounds maintenance machines, i.e. mowers & flail units

- 3.2 Their maintenance and procurement are managed and organised by the EMT management and administration team based at Snow Hill working within the councils Community and Neighbourhoods section.

- 3.3 All the vehicles and machines currently in use have been procured and purchased outright. This preference has risen from many years of experience, having previously used leasing arrangements which invariably suffered from excessively high surrender penalty charges. In regards to hiring in vehicles and machines, the use of extended long term hire arrangements has whenever possible been avoided or minimised due to the excessive cost. On occasions the use of short term hire arrangements are unavoidable but this is always kept to the absolute minimum.

The replacement of the borrowing controls with prudential borrowing enabled this costly form of financing to be replaced by borrowing and latterly by the use renewal and repair funds which have now been set aside.

- 3.4 The total purchase replacement cost of the existing vehicles and frontline machine inventory is in the region of £240,000.

- 3.5 To date the procurement, replacement and renewal process for these vehicles and machines has been undertaken for a variety of reasons and justifications, frequently related to the changing demands and adaptations required of the service, which include

changes to :

- the type of maintenance required (i.e. frequency/cut/cut and collect)
- the sites being maintained (landform, either modified or new sites)
- the types and range of machinery available
- machine specifications/capacity, methods of operation, legal operator restrictions (increased as well as reduced)
- Climate/patterns of the seasons/environmental working conditions, and associated required adaptations

3.6 To date procurement has in general been supported by the utilisation of monies built up through existing budget renewal set aside funds. There is no intention to fundamentally change this, as this report is intended to enhance that process with details of each machines:

- Expected optimum working life
- Specifications and capacities
- Working abilities and limitations
- Basic operational requirements should alternatives be sought

3.7 The policy set out as Appendix 1 aims to ensure Melton Borough Council operates a cost effective fleet of vehicles and machines, with awareness and appreciation to the environment and the safety of council staff and members of the public.

3.8 The Programme set out as Appendix 2 supports the current option to deliver the service with vehicles and machines owned and purchased outright, offering the maximum flexibility in comparison to the restrictive terms and conditions associated with lease arrangements, this best addresses the needs of a dynamic service, able to make service standard changes and environmental adaptations as and when required

3.9 This report includes a proposal to introduce a simple one sheet information guide (the Vehicle & Machine Procurement Proposal form or VMPP, an example of which is attached as Appendix 3) to be completed each time a project mandate for vehicle or machine replacement or renewal is submitted for approval .

3.10 Next Steps

The approach taken to develop this policy is being adopted for other related equipment and materials and will be presented to members later this year. These include:

- Play and open space's equipment
- Street furniture
- Bus Shelters

In addition officers will also explore the possibility of any links/joint working with the Town Estates in regards to the potential of securing better rates and/or support.

4.0 **POLICY AND CORPORATE IMPLICATIONS**

4.1 This report proposes a guiding policy (see Appendix 1) that will be used to ensure a vehicle and front line service machine replacement and renewal programme, that is used to keep the EMT service operating with plant and kit that meets the desired 3E's

that being the expectations of maximising Economic benefit, Environmental benefit, and Effectiveness (3E's) in regards to service application and delivery

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

5.1 The proposed programme is expected to provide better budgetary estimation and control, with the capital requirements of the service presented as a fixed interval gap rolling programme, of renewals and replacements. Designed to ensure maximum efficient working lives of the plant and kit in service as well as advanced knowledge of the services expected requirements, allowing for investigation and research before purchase, to ensure optimum 3 E's procurement is achieved and maintained

The current programme is presented below:

Total Capital Requirement as detailed within the programme for years 2015-2020

Years	Vehicle /Machine	Total Capital Requirement as detailed within the above programme	Comments
2015/16	Pest Control Van & 1x *Ride on Mower	£31,571	*Replacement for discontinued mower ISEKI SXG19 (purchase in 2006)
2016/17	2x Ride on mowers	£39,114	
2017/18	1x Ride on Mower	£12,117	
2018/19	2x Crew Vehicles & 1x Caretaker Van	£64,355	Details of Caretaker vehicle to be determined with Property Services
2019/20	2x Crew Vehicles	£50,698	

One of the next steps will be to analyse the figures against realistic costs taking into account inflation and the market. If the figures are likely to change then this will be reported back to members.

The medium term plan is then to ensure the Renewal & repair fund will allow sufficient resources to be built up in a proactive way that is utilised against a clear plan we have.

We will be monitoring the actual life and the optimum to pick up any issues of poor maintenance and/or abuse.

6.0 LEGAL IMPLICATIONS/POWERS

6.1 There are no direct legal implications or powers issues resulting from this report

7.0 COMMUNITY SAFETY

7.1 There are no Community Safety issues as a direct result of this report.

8.0 **EQUALITIES**

8.1 There are no equalities issues as a direct result of this report

9.0 **RISKS**

9.1 This report is expected to provide for a sustainable, 3 E's balanced and logical replacement and renewal programme. It is expected to significantly improve on the previous sporadic/dynamic replacement regime which had been required as the service was being proactively modified and consolidated during the 5 years 2006 – 2011.

Any risks associated with the proposed programme would be primarily external, in so far as on-going development of vehicles, type, and capacity is to an extent unknown. However ensuring sufficient research and investigation into what plant and kit are available in advance of the proposed pre-agreed times of change should ensure the selection meets the 3E's. In addition climate shifts and changing seasonal patterns will need to be considered to ensure the optimum selection of machines and plant.

Probability



Very High A				
High B				
Significant C				
Low D		1		
Very Low E			2	
Almost Impossible F				
	IV Neg- ligible	III Marg- inal	II Critical	I Catast- rophic

Impact

Risk No.	Description
1	Vehicles and front line machines identified as replacements are not the optimum models available
2	Not adopting a more proactive approach to vehicle and frontline service machine replacement policy

10.0 **CLIMATE CHANGE**

10.1 Today's modern front line crew carrying vehicles and ground maintenance plant and equipment are designed to meet the highest levels of environmental standards. Their exhaust emissions are minimal, service intervals considerably longer, noise and vibration levels significantly reduced and overall combined with a regular consistent and comprehensive maintenance and service regime, fully aligned with manufacturers recommendations, their contribution to CO2 emissions and associated climate change is both significantly managed as well as greatly reduced/ restricted.

11.0 **CONSULTATION**

11.1 Consultation in regards to this proposed programme has occurred with vehicle suppliers, front line machine manufacturers, repair and maintenance agents and professional colleagues responsible for similar services within Leicestershire as well as in neighbouring authorities and Towns.

12.0 **WARDS AFFECTED**

12.1 The councils EMT provides programmed services in Melton Mowbray as well as a number of the Boroughs villages and open spaces and as such may have an effect on a number of the Boroughs wards.

Contact Officer Raman Selvon
Date: 6th June 2014

Appendices :

- Vehicle & Machine Replacement/ Renewal Policy (Appendix 1)
- A vehicle and frontline machine replacement programme (Appendix 2)
- A Vehicle & Machine Procurement Proposal form (Appendix 3)

Background Papers: None

Reference : X : Committees\REEA\2014.15\03\09\2014\HR- Environment Vehicle & Machine replacement policy