

<b>Meeting</b>	Parks and Open Spaces Committee
<b>Date</b>	8 February 2022
<b>Report Title</b>	Head of POST and Tidy Up Report
<b>Agenda Reference</b>	11
<b>Author</b>	David Hunt, Head of Parks & Open Spaces

### Officer's Recommendation

1. To note the report.

Please note additional information will be given verbally due to the Head of Parks & Open Spaces being on annual leave.

### Daily Work Sheets

January new enquiries 8, completed 6, carried forward to February 7.

### Tidy Up Team

The Tidy up Team has continued to bolster the Grass Team with overgrown shrubs and hedges in the afternoon after their main tasks of litter and bins have been completed.

All the parish planters have been re-plenished with winter bedding and placed back out on site.

### Winter Projects

- Shrub bed reduction: Queen Elizabeth Drive, Emerson Cl, Baxter Close and Elstree Way / Elsham Way
- Kennet Ave. Cut back hedge, vertical and re-establish a cut grass verge
- Crown lifting
- Bus stop and road sign maintenance
- Standard ongoing tasks of litter picking, bin emptying, graffiti removal, fly tipping removal will continue throughout the winter months
- Seasonal winter duties will be carried out as and when the weather dictates

### Compact Mini Sweeper

This will be on hire from 27.12.21 until 31.3.22

### Seasonal Tidy Up Operative

Initially in post for 4 weeks in January but due to satisfactory performance the contract for the operative has been extended until the end of March 2022.

### Upcoming Vacancies

Now that the 22/23 budget has been finalised, job descriptions for three new operatives are being drafted with a view to advertising throughout February 2022. The roles will start from 4<sup>th</sup> April 2022.