Playground Maintenance Proposal

In this proposal, I am requesting that the Council appoint a contractor to undertake quarterly inspections alongside routine maintenance of the Grayshott play areas (Applegarth, Rec Hub, Little John, and Lyndon Green).

Many of the issues identified during weekly and yearly inspections are relatively minor in nature, such as tightening screws and bolts, replacing small components and carrying out basic adjustments. Regular attendance by a qualified contractor to perform quarterly inspections, alongside routine minor maintenance, would ensure that these issues are addressed promptly. This proactive approach would reduce the likelihood of minor faults escalating into more significant and costly repairs.

Although a substantial amount of work was completed following last year's annual inspection, a number of outstanding faults still require attention to further reduce risk to users. By implementing this procedure, the Council can effectively lower the overall level of risk and help prevent potentially high-value repair costs in the future.

Quotes have been sought from contractors who have previously undertaken work on our playgrounds, as well as from those recommended by neighbouring parishes.

Tender Information

The office invited contractors to submit quotations for a service encompassing the quarterly inspection and maintenance of four playground sites. The specification required inspections to be conducted in accordance with current safety standards, along with routine minor maintenance within the contract. This includes tasks such as tightening fixings, carrying out minor adjustments, lubricating moving parts, and replacing minor consumable components.

Contractors were also required to provide written reports detailing any identified faults and associated risks and to submit quotations for more substantial repairs where necessary. In addition, it was emphasised that the service should include a collaborative and communicative approach to working with the Council.

Contractor Comparison

	Contractor 1 - **MJR**	Contractor 2 - **CS**	Contractor 3 - **Infinity**
Annual Cost	£900	£1,032	£4,000
Full visual & operational inspection	✅	✅	✅
Minor Maintenance during inspection visit	✅	✅	✅
Written Reports following visits within agreed timeframe	✅	✅	✅
Provide quotes for any work that is outside of contract	✅	✅	✅
Training for Councillors	✅	✅	✅
Emergency call out cost	£125 first hour and then £25/hour	£265 per call out	£500 + VAT

My recommendation is to award the contract to Contractor 1.

They have prior experience working with local parishes in a similar capacity and come recommended to the office. In addition, I have received a letter of recommendation from another Parish Clerk, which supports their suitability and reliability for this work.