

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO POLICY AND FINANCE COMMITTEE

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meeting date: 9 APRIL 2024  
title: REFERENCE FROM COMMUNITY SERVICES COMMITTEE – VEHICLE WASH, SALTHILL DEPOT  
submitted by: DIRECTOR OF RESOURCES AND DEPUTY CHIEF EXECUTIVE  
principal author: LAWSON ODDIE

### 1 PURPOSE

- 1.1 To consider a request from Community Services Committee for an additional capital programme scheme for the purchase and installation of a replacement vehicle wash at Salthill Depot for a total of £21,730.

### 2 BACKGROUND

- 2.1 Service committees manage their services within the budgets agreed at the beginning of the financial year. The budget for 2024/25 was approved by Policy and Finance Committee on 13 February 2024 and by Full Council on 5 March 2024.
- 2.2 Any revenue or capital expenditure over and above what has already been approved must be agreed by Policy and Finance Committee.

### 3 COMMUNITY SERVICES COMMITTEE 12 MARCH 2024

- 3.1 Community Services Committee considered a report submitted by the Head of Engineering Services. The report requested approval for a new capital scheme for the replacement of the existing vehicle wash at Salthill Depot. Community Services Committee were told that based on the condition of the existing vehicle wash facilities that are no longer operational, it would be prohibitively expensive and uneconomical to carry out a repair to the ageing equipment (Annex 1).
- 3.3 The cost of a replacement was estimated at £21,730 including installation. There would be revenue costs for maintenance of £990 per annum, but committee were informed that budget already existed to cover such revenue costs.
- 3.3 At its meeting, Community Services Committee resolved the following:

#### RESOLVED THAT COMMITTEE:

1. Agree to the purchase and installation of a vehicle wash at Salthill Depot.
2. Recommended to Policy and Finance Committee a capital programme scheme of £21,730 for a Replacement Vehicle Wash at Salthill Depot, funded from the VAT Shelter Earmarked Reserve.

- 3.4 Policy and Finance Committee are being asked to approve a capital programme scheme of £21,730 for the purchase and installation of a replacement vehicle wash at Salthill Depot.
- 3.5 It is proposed that the new capital programme scheme of £21,730 be funded from the VAT Shelter Earmarked Reserve in 2024/25.

4 RECOMMENDED THAT COMMITTEE

- 4.1 Approve a scheme of £21,730 in the 2024/25 capital programme for the purchase and installation of a replacement vehicle wash at Salthill Depot, to be funded from the VAT Shelter Earmarked Reserve.

HEAD OF FINANCIAL SERVICES

DIRECTOR OF RESOURCES AND  
DEPUTY CHIEF EXECUTIVE

PF26-24/LO/AC  
25 MARCH 2024

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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meeting date: TUESDAY 12 MARCH 2024  
title: VEHICLE WASH, SALTHILL DEPOT  
submitted by: DIRECTOR OF COMMUNITY SERVICES  
principal author: WINSTON ROBINSON – HEAD OF COMMUNITY SERVICES

### 1 PURPOSE

- 1.1 To request that Committee approve an additional capital scheme under Community Services Committee for the purchase and installation of a replacement vehicle wash at Salthill Depot for a total of £21,730.
- 1.2 Relevance to the Council's ambitions and priorities
- Community Objectives - To help make people's lives healthier and safer.
  - Corporate Priorities - To sustain a strong and prosperous Ribble Valley.
  - Other Considerations – To keep the Council's vehicle fleet clean and presentable.

### 2 BACKGROUND

- 2.1 The existing chassis and vehicle body washing facilities at Salthill Depot are broken beyond economical repair.
- 2.2 Depot staff are currently using a hired vehicle body wash machine that is costing £250 per week, for everyday cleaning.
- 2.3 Additionally, depot staff are currently taking vehicles to Miles-Fox, on the Lincoln Park Industrial Estate, Lincoln Way for the more specialised pre-MOT chassis wash.

### 3 ISSUES

- 3.1 Based on the condition of the existing vehicle wash facilities that are no longer operational, it would be prohibitively expensive and uneconomical to effect a repair to the ageing equipment.
- 3.2 More improved, modern, reliable body wash systems are readily available with the MAC Plantmaster 4 being the preferred option based on a number of industry recommendations.
- 3.3 It is recommended that a replacement system is procured on a 'supply and install' basis to eliminate any warranty differences between a supplier and an independent installer.
- 3.5 Officers are currently seeking quotations for the supply and installation of the MAC Plantmaster 4 system in compliance with Contract Procedure Rules. To date, two quotations have been received, the lowest with a capital value of £16730 and an annual, revenue, service cost of £990.

- 3.6 Some drainage and other associated works to the yard area will need to be undertaken to accommodate the new vehicle wash. The cost of these works is estimated at £5,000.
- 3.7 At this stage, the overall costs of such a scheme are estimated to be £21730. There is currently no budget within the capital programme for these works, but the associated revenue costs would be able to be accommodated within existing revenue budgets.

#### 4. RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – There is currently no capital programme budget for this scheme. Revenue costs of any replacement equipment could be met from within existing budgets. If approved, it would be suggested that the scheme be funded from the VAT Shelter Earmarked Reserve.
- Technical, Environmental and Legal – Legal Services have been consulted and their comments are incorporated into this report.
- Political – None.
- Reputation – The Council’s proper maintenance of its assets enhances its reputation as a well-run Council.
- Equality and Diversity – None as a direct result of this report.

#### 5 RECOMMENDED THAT COMMITTEE

5.1 Agree to the purchase and installation of a vehicle wash at Salthill Depot

5.1 Recommend to Policy and Finance Committee a capital programme scheme of £21,730 for a Replacement Vehicle Wash at Salthill Depot, funded from the VAT Shelter Earmarked Reserve.

WINSTON ROBINSON  
HEAD OF ENGINEERING SERVICES

ADAM ALLEN  
DIRECTOR OF COMMUNITY SERVICES

#### BACKGROUND PAPERS

None

For further information please ask for Winston Robinson, on extension 4523

REF: WR/COMMUNITY SERVICES/12<sup>th</sup> March 2024