

**REPORT OF**    **Head of Communities and Place**  
**To:**            **Overview and Scrutiny Committee (Internal)**  
**Subject:**      **Grounds Maintenance Contract Update**  
**Date:**          **20<sup>th</sup> April 2021**                                      **Reference:**

<p><b>PURPOSE OF REPORT:</b> To update members on the Grounds Maintenance Contract (GMC) and the draft project plan for bringing the service in-house on April 1<sup>st</sup> 2022.</p>
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**1. INTRODUCTION**

The Council's grounds maintenance contract with Tivoli / North Devon Partners ended on 31<sup>st</sup> March 2021. Original intention was to extend the contract, but Tivoli have elected not to do so for all partners. NDDC, Barnstaple Town Council and North Devon home have already brought the service back in-house, with Torridge deciding to extend the contract with Tivoli for an additional twelve months. This decision was taken to allow time for Members and Officers to shape what the service will look like going forward.

**2. Current Service**

Under the current GMC, Tivoli undertake a range of tasks on behalf of the authority, these include Locking and Unlocking Parks & Play Areas, Grass Cutting, Litter Collection, Hedge Cutting, Sports Pitch preparations, Weed Spraying & Invasive Species Management, Summer Beddings. In Addition to the above they also undertake more specialist items of Cemetery Services, Play Area Inspections, QTRA Tree Surveys.

There are over 550 items within the current contract which totals approximately 750,000m<sup>2</sup> of area which has to be maintained. These include small verges and margins around the District, individual hedges and grass borders, lawns to Hostels etc. 5 Cemeteries, 5 Closed Cemeteries, 4 Main Sports Pitches, 2 Cricket Pitches, Main Car Parks, Office and Business premises, Industrial Estates, Parks and Play areas and Open Spaces.

**3. New Service- in house service**

The contract extension to 1<sup>st</sup> April 2022 allows the authority adequate time to be able to analyse the future service requirement. This process will include examination of the current specification / contract terms and decide if this is what the authority requires going forward. It will also allow changes to the existing way of working to suite what is required in each individual community, basing expectation against financial constraints.

Having direct control of the staff rather than through a third party will allow for more flexibility, cross service working and reduce duplication of work. For example, litter bin emptying within the parks area were previously undertaken by the cleansing staff, the frequency of grass cutting can be adjusted to suite the growing season. Being able to respond quicker to service requests or complaints.



With the time now available the authority will be able to present to members arrange of options on service delivery which will be fully costed.

The project plan included in the table below is intended to provide a project management tool against which targets can be set and progress monitored by SMT and the Property and Major Projects Working Group.

The Lead member for Property will also have oversight of project progress and will be regularly consulted.





## 5. Implications

### Legal Implications

None.

### Human Resources

Tupe regulations will apply and will be implemented correctly.

### Financial Implications

All Financial implications will have to be costed and modelled dependant on the options appraisal.

### Sustainability / Biodiversity Implications

None

### Equality and Diversity

None

### Risk Management

Risk register has been updated

### Data Protection (GDPR) Implications

None

### Lead Member View – Cllr Hicks, Lead Member for Property

I will be taking a keen interest in the development of our in house service and I am sure that when in place the service provided to our residents will be excellent.

Date of Consultation

09/04/21



## 6. Conclusion

### Project Governance

The project will have member oversight as it progresses. Reports will be made to Property and Major Projects Working Group and if resource or a change of scope is required recommendation will be made to Community and Resources Committee.

Management oversight of project progress will be delivered by SMT.

## 7. Recommendations

That Members note the contents of the report and receive periodic progress reports on the evolution of the project.

### Supporting Recommendations

Consultations	Chief Executive
	Head of Legal and Governance
	Operational Services Manager

