

EAST HERTS COUNCIL

OVERVIEW AND SCRUTINY: 12 SEPTEMBER 2017

REPORT BY CHAIRMAN OF OVERVIEW & SCRUTINY COMMITTEE

GROUND MAINTENANCE CONTRACT: SCRUTINY TASK AND FINISH GROUP – TERMS OF REFERENCE AND SCOPE

WARD(S) AFFECTED: NONE

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**Purpose/Summary of Report**

- To confirm the scope and draft Terms of Reference of the Grounds Maintenance Contract Scrutiny Task and Finish Group as outlined in **Essential Reference Paper 'B'**.

**RECOMMENDATIONS FOR OVERVIEW AND SCRUTINY COMMITTEE**

**That:**

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|------------|---|
| <b>(A)</b> | <b>the scope and Terms of Reference of the Grounds Maintenance Contract Scrutiny Task &amp; Finish Group as detailed in Essential Reference Paper B be endorsed by the Committee; and</b> |
| <b>(B)</b> | <b>Members' comments or suggestions relating to the remit of the Task and Finish Group be referred to the Lead Officer and Scrutiny Officer.</b>  |

1.0 Background

1.1 The Council's grounds maintenance contract is due to be re-tendered, with a commencement date of 1<sup>st</sup> January 2020. Officers are seeking to explore performance and consider contract delivery options and procurement arrangements, to craft a contract that meets the changing needs of the district for the next 5+ years.

1.2 Members play an important community leadership and representative role and are ideally placed to reflect the views of East Herts residents and business community. Accordingly they are invited to contribute to the process of crafting the next

generation contract, primarily by confirming the Council's grounds maintenance priorities.

## 2.0 Report

2.1 The Terms of Reference and Scope is set out at **Essential Reference Paper "B"**.

2.2 The aim of the Task and Finish Group is to allow Members to discuss and agree the proposals for the new grounds maintenance contract and specification prior to tendering the contract in 2018/19

2.3 The work of the Task & Finish Group will contribute to the following outcomes:

2.3.1 a contract (and therefore a grounds maintenance service) that is fit for purpose and which reflects the changing nature of our communities;

2.3.2 a service that provides East Herts residents with value for money.

2.4 Members are asked to note the constraints as detailed in **Essential Reference Paper "B"**.

2.5 The Task and Finish Group is due to meet 3 or 4 times between September 2017 and January 2018, with its findings to be reported back to the Committee at its meeting on the 20<sup>th</sup> February 2018. This timeframe will allow recommendations and priorities identified to inform the writing of contract specification to be undertaken by officers in 2018.

## 3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

### Background Papers:

none

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