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To  
Scrutiny Co-ordination

28 January 2009

**Subject: Update on Grounds Maintenance Joint Directorate Working**

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### 1 Purpose of the Note

The purpose of this note is to report back to Scrutiny Co-ordination Committee the progress on the joining of the grounds maintenance function in the Council, in the two and a half month period since the scrutiny committee.

### 2 Information/Background

2.1 Within the Green Space Strategy for the City, an action was identified to join the function of grounds maintenance between the two directorates of Culture, Leisure and Libraries and City Services.

The progress to date with this work is as follows:

- The draft project brief is agreed
- The project board is identified
- The joint project team is identified
- The project authorisation document has been circulated
- The draft communication plan is complete
- The draft risk assessment is complete
- The draft stakeholder analysis is complete
- Meeting dates are being set for the project board
- Meeting dates are in place for the project team
- Desk research has been undertaken in some areas such as web forms

2.2 It is anticipated that this work will be completed by April 2010.

2.3 The project board consists of:

- Stephen Pickering
- Lynda Bull
- Jos Parry
- Janice Nichols
- Shokat Lal
- David Parfitt

- Alice Davey (project manager)
- Andrew Yellowley

2.4 The scope of the project is identified as:

- All the recreationally significant land currently treated by CCC as "leisure" land, and all of the amenity<sup>1</sup> green space currently treated as "city development (directorate)" land in terms of grounds maintenance from mapping the land, with a view to setting standards for all of the land types and geographic locations (where applicable), to planned works to maintain the standards, and emergency work to rectify health and safety issues.
- It is assumed that City Services currently maintain all of the council owned land referred to above.
- This project does not cover street cleansing, or cemetery ground (currently grounds maintenance for this is carried out by Bereavement Services, to a high standard).
- This project does not cover Whitefriars owned land nor land currently maintained within the City Centre through CVOne. It is anticipated that this model may be able to be rolled out to these organisations in due course.
- This project does not consider education land, 64% of which is currently maintained by City Services procured through education. It is anticipated that the model will roll out to education to ensure the service is seamless.
- Closed Churchyards have been the subject of some recent discussion, and will form part of this project, through a sub group reporting to the main group.

2.5 The key milestones are identified, and will be discussed with the project team, as the detailed project plan is established.

**ALICE DAVEY, Community Services Directorate 2380**

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<sup>1</sup> Such as highways verges