

NORTH LANARKSHIRE COUNCIL

REPORT

To: Education Resources Sub-Committee	Subject: Grounds Maintenance within Education Properties
From: Director of Education Director of Leisure Services	
Date: 2 October 1996	
Ref: MM/LA	

Summary

This report describes the grounds maintenance service to education and the quality assurance procedures.

Recommendations

The resources sub-committee is recommended;

- a) to note the ground maintenance service to education and the monitoring procedures,
- b) to request the submission of regular monitoring reports on the delivery of the service,
- c) to request the submission to a future meeting of the sub-committee a progress report on the grounds maintenance CCT process as it affects educational properties.

Members wishing further information about this paper should contact:

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MM/LA
 2 October 1996

NORTH LANARKSHIRE COUNCIL : DEPARTMENT OF EDUCATION

Grounds Maintenance within Education Properties

Report by the Director of Education and the Director of Leisure Services

1 INTRODUCTION

- 1.1 All grounds maintenance services for North Lanarkshire Council are managed by the department of leisure services and delivered by the grounds maintenance DSO. This report describes the service provided to education and the procedures for ensuring a quality service.

2 SERVICE TO SCHOOLS:

- 2.1 There are two disaggregated grounds maintenance contracts covering the school properties within North Lanarkshire Council area. The grounds maintenance service is provided to education properties in accordance with individual property needs as detailed in the description of works for each property. These include the maintenance of grass areas, shrub areas and sports surfaces.

3 MONITORING SYSTEM:

- 3.1 Grounds maintenance standards are monitored by the grounds maintenance client section in accordance with the monitoring criteria as set out by the previous authority. Plans to divide education properties into geographical areas within North Lanarkshire Council boundaries, with a client officer allocated to each area, are planned to be implemented in due course. At present, one officer provides the monitoring service.
- 3.2 Each property is visited every 3 weeks. The standard of grounds maintenance operations are observed and discussed with the head or representative (usually the school janitor), and any problems are resolved. This frequency of inspection is double that of the previous authority.
- 3.3 These site inspections form the basis for the authorisation of payment to the contractor and the issue of failure in service notices, as appropriate.
- 3.4 To date, various customer complaints have been received and all have been dealt with appropriately. Where necessary, action taken to ensure that the situation does not arise again.

4 CCT TIMETABLE:

- 4.1 The current grounds maintenance contracts end as shown below.

<u>Area/Contract Number</u>	<u>End Date</u>	<u>Extension End Date</u>
1993/07(Part)	31/12/96	30/06/97 - 1/11/97
1994/08(Part)	31/12/97	No extension

4.2 Discussion is taking place to determine the best way forward based on the following:

- The Department of Leisure Services provides the client co-ordinating role for grounds maintenance services.
- The grounds maintenance service for education properties is incorporated within the open space maintenance to ensure the optimum value for money for North Lanarkshire Council.
- Heads of establishments have been asked to make comment on the previous CCT contract arrangements to suggest any amendments.

5 RECOMMENDATIONS:

5.1 The resources sub-committee is recommended;

- a) to note the ground maintenance service to education and the monitoring procedures,
- b) to request the submission of regular monitoring reports on the delivery of the service,
- c) to request the submission to a future meeting of the sub-committee a progress report on the grounds maintenance CCT process as it affects educational properties.

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