

The Highland Council

Skye and Raasay Area Committee - 27 February 2017

Agenda Item	7
Report No	SR-4-17

In-sourcing of Grass Cutting Services Progress Report

Report by Director of Community Services

Summary

This report details actions taken for the delivery of grass cutting services, Grounds SLA work and Interments by in-house Personnel from 1 April 2017.

1. Introduction

- 1.1 Community Services Committee 18 August 2016, instructed an Options Appraisal for the Council's grass cutting services
- 1.2 The Options Appraisal carried out by Community Services recommended re-establishing an in-house operation as the most cost effective available option.
- 1.3 Community Services Committee in November 2016 instructed that the Director of Community Resources establishes an in-house operation to provide Amenity Services including grass cutting Highland wide.
- 1.4 The purpose of this interim report is to brief members on progress to date.

2. Current Position

- 2.1 The tasks completed to date include:-
 - a. Updating of our asset database for grass cutting;
 - b. Identified maintained grass areas;
 - c. Scrutiny Panel approval to recruit seasonal employees;
 - d. Devised a maintenance model based on reduced funding; and
 - e. Established resources, in terms of employees and machinery, that can be afforded within available budget
- 2.2 Tasks in progress include:-
 - a. Actively recruiting seasonal employees;
 - b. Recruitment of permanent employee(s);
 - c. Procurement by mini-bid for hire of grass cutting equipment;
 - d. Sourcing vehicles and trailers;
 - e. Operational grass cutting routes;
 - f. Skills Audit of existing personnel to inform;

- g. Weed killing amenity areas and other serviced areas, depending on available funding and appropriately qualified operatives;
- h. TUPE process where applicable; and
- i. Identification of grass cutting that can be reduced or stopped, e.g. steep banking's (health and safety), and areas regarded as low amenity

3. Service Delivery

- 3.1 Tasks listed as in progress, demonstrate the level of work, time constraints & truncated processes involved for sourcing equipment, transport and development of operational programmes. The forgoing notwithstanding, Community Services will be operational prepared in time for the 2017 grass cutting season.

Recommendation

Members are invited to comment and otherwise note the management actions taken to deliver grass cutting services from April 2017.

Designation: Director of Community Services

Date: 8 February 2017

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