

**ENVIRONMENT SCRUTINY PANEL
ERIMUS HOUSING – GROUNDS MAINTENANCE CONTRACT – ACTION PLAN**

SCRUTINY RECOMMENDATION	PROPOSED ACTION	BY WHOM	BUDGET COST	TIMESCALE
<p>a) That the Council learns from this tendering process and takes steps to ensure that any tender bids which it submits in relation to virtual contracts are managed at a senior level and the implications and requirements of such contracts are fully understood, with prices being submitted accordingly. The Executive Director and the Executive Member for Environment should have a role in the process.</p>	<p>A contract monitoring process has been introduced within the Environment department to ensure that senior managers and the Director of Environment overview any significant tenders or contracts. The relevant Executive member will also be included in this process.</p>	<p>Ian Parker</p>	<p>N/A</p>	<p>On Going</p>
<p>b) That the Council continues discussions with Erimus Housing and Vale Contracts, and works with both organisations in the future, to ensure that grounds maintenance works on Erimus estates continue to be provided to the existing high standard - for example by ensuring that grass is cut by both organisations on the same day.</p>	<p>Hold regular on site dialogue between Area Care Managers and the Managers from Vale Contracts and Erimus.</p>	<p>Geoff Field</p>	<p>N/A</p>	<p>These meetings have been ongoing as part of the TUPE transfer process. Fortnightly meetings are already taking place and will continue to take place for the foreseeable future.</p>

<p>c) As Erimus may continue to use a virtual contract for grounds maintenance works in the future, the Council should ensure that it is in the strongest possible position to win the contract by ensuring that appropriate training in the completion of virtual contract documentation is provided for officers.</p>	<p>Training will be undertaken by key managers in a position to develop tender submissions in order that when the contract comes up for tender the Council is in as strong position as possible.</p>	<p>Tom Punton</p>	<p>N/A</p>	<p>October 2008</p>
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