

PROJECT SUMMARY

Title of Project...Grounds Maintenance extension proposal

Date: 5th September 2025

Lead Councillor: Peter Bulmer

What ?	Objective - What's the desired end result? To provide a continuous and high-quality grounds maintenance service across all our land and open spaces, through local contractors. This proposal is to extend the current grounds maintenance contracts for a further three years following a very successful first trial year with two new contractors.
Why?	Rationale - Why do we want it? In 2023, Great Boughton Parish Council undertook a comprehensive tendering process for the grounds maintenance service. The council appointed two local contractors, and this has proved very successful, and we wish to formally extend these contracts, into 2026, 2027 and 2028. During the later part of 2028, the Council will then undertake another tendering process, to seek best value for money.
Who?	Stakeholders – who needs to be involved, who is it for and who will make it happen? Feedback on the grounds maintenance service has been positive from our community, as well as the Parish Council. At its July 2025 meeting, the Parish Council voted unanimously, in principle to extend the contracts, subject to the fine details being presented. We held a very successful Apple Pressing event at Vicars Cross Community Centre on Saturday 30 th August this year and have recruited 5 volunteers to help look after the orchard at Thackeray Drive Park.
Where?	Location - where is it needed, where can it happen? The contracts cover the following locations: <ol style="list-style-type: none">1. Caldy Valley Centre2. Dulverton Park3. Old Laundry Corner4. Queens Road Park5. Thackeray Drive Park6. Vaughns Lane Playground
When?	Timeframe - when is it needed, what is the realistic time frame? We are approaching the end of this year's grounds maintenance grass cutting programme, last cut around late October, so we need to decide upon next years contracts to give us and the contractors security for the following years. There is some additional works to be undertaken, hedge cutting (separate contract) during last October and some recommended works, namely cutting to ground level the following areas: <ul style="list-style-type: none">• Bamboo growth on Thackeray Drive Park• Blackthorn growth at Caldy Valley meadow• White Poplar growth at Caldy Valley• Growth around two mature trees on Queens Road Field: Sequoia and Cedar• Clearance of bindweed at Queens Road Park We will seek costs for this work through our existing contractors

	<p>There is also some additional standard tree planning recommended both at Queens Road Park and Thackary Drive Park, to replace failures, in the order of £100-150, to supply. Planting with volunteers will be arranged for late November, early December 2025.</p>
How?	<p>Resources - how can we do this, what do we need: resources, finance, support, expertise, partnerships</p> <p>In the current contracts, the following clauses are included:</p> <p><i>2.1 The agreement shall commence on the 1st April 2025 for a period of one year Subject to satisfactory performance during the first season (i.e. October 2025) the Agreement may be extended by negotiation for an additional term of two years but not more than three years.</i></p> <p><i>2.2 The Agreement will be subject to two performance reviews in the first year, June and October, and in the event that the agreement is extended, annual reviews thereafter.</i></p> <p><i>6.1 Permanent Variation</i> <i>The Contractor can be invited to make recommendations for improvements or deletion to the service provision. In making any such recommendations, The Contractor shall provide the Parish Council with full details of the estimated changes to costs of the works and the benefits, or otherwise, projected there from. Upon acceptance of such change a variation to the agreement will be affected by formal written agreement.</i></p> <p>Consequently, the Parish will ask each of the contractors to provide revised costs for 2026, which will be based on this year's prices, plus inflation at 5%.</p>
Recommendation	<p>To vote to:</p> <ul style="list-style-type: none"> • accept a further 3 yr contract extension for the existing grounds maintenance contracts for 2025, and • agree a 5% increase for 2026, based on 2025 prices. Subsequent years increases will be based on the inflation at the time.

<p>STRENGTHS</p> <ul style="list-style-type: none"> • Using reliable and local contractors through a comprehensive tendering process • The Parish has secured services until the end of 2028 • Additional work can be instructed after a cost estimate is provided. 	<p>WEAKNESSES</p> <ul style="list-style-type: none"> • We are relying on two small contractors and therefore, should they run into difficulties in supplying the service, we would need to seek out alternative arrangements.
<p>OPPORTUNITIES</p> <ul style="list-style-type: none"> • There are get out clauses, just in case of unsatisfactory work etc. 	<p>THREATS</p> <ul style="list-style-type: none"> • If we do not secure this service, there is a possibility that our contractors will seek to secure work elsewhere and we may lose them.