

**North Yorkshire County Council**  
**Business and Environmental Services**

**Executive Members**

**24 January 2020**

**Urban Grass Cutting Contract**

**Report of the Assistant Director – Highways & Transportation**

**1.0 Purpose of report**

- 1.1 To seek approval from the Corporate Director of Business and Environmental Services (BES) in consultation with BES Executive Members to procure an Urban Grass Cutting Contract with an estimated spend of £80k per year or £320K over the life of the four year contract.

**2.0 Background**

- 2.1 North Yorkshire County Council as the highway authority provides an urban grass cutting service as part of our maintenance responsibilities which primarily stems from the duty under the Highways Act 1980 section 41 (duty to maintain highways maintainable at public expense). This includes the cutting of highway verges, central reservations, roundabouts, islands and other non-defined areas within the limits of villages and towns to a minimum of five cuts per annum. The County Council provides urban grass cutting in those areas that are not cut by others, such as parish, town or borough councils.
- 2.2 In 2016 the previous contract expired and the Council undertook a new open procurement exercise to establish a four-year contract (2016 to 2020) in order to achieve the required savings as detailed in the 2020 savings programme. This arrangement is now coming to an end and the aim is re-new the current services to comply with our Highway Authority maintenance responsibilities.
- 2.3 The preferred option for the new contract is an Open EU process with a 60:40 price: quality split, to deliver the said services (Urban grass cutting). The contract will be split into three lots and prices will be sought for five annual cuts. The contract will be a four-year contract based on the prices, quality and availability when work packages are ordered.
- 2.4 The current contract was issued on 1 April 2016 and is due to expire on 31 March 2020.

**3.0 Financial implications**

- 3.1 The contract is to be tendered in accordance with Procurement rules, which will invite contractors to prove in the Invitations to Tender (ITT) that they qualify to be included for this type of contract.
- 3.2 The anticipated annual expenditure is £80K or £320K over the life of the proposed four-year contract.
- 3.3 There is no additional funding required for the proposed contracts.

#### **4.0 Equalities implications**

4.1 Equalities Impact Assessment screening will be addressed ensuring compliance with the County Council's requirements during the "Gateway" process for the procurement.

#### **5.0 Legal implications**

5.1 Legal issues will be addressed ensuring compliance with the County Council's procurement rules, including its risk – based "Gateway" process, together with close consultation and liaison with the County Council's legal team.

#### **6.0 Recommendation**

6.1 That the Corporate Director, BES, in consultation with the BES Executive Members, approves the Key Decision to procure an Urban Grass Cutting Contract with an estimated spend of £80k per year or £320K over the life of the four-year contract commencing on 1 April 2020.

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Background documents: None