

**Barrow Borough Council  
Overview & Scrutiny Committee**

**7 December 2022**

**Cleaning of Public Conveniences, Bus Shelters and  
Stairwells Contract 2020 - 2022**

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**Report from:** Steph Cordon, Director of People and Place

**Report Author:** Les Davies, Head of Asset Management

**Wards:** (All Wards);

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**1.0 Summary and Conclusions**

- 1.1 The Cleaning of Public Conveniences Contract (Bus Shelters and Stairwells) has been operating with the current contractor Growing Concerns (GC) since 1<sup>st</sup> April 2020.
- 1.2 The contract term ran until 31<sup>st</sup> March 2022. The current contractual arrangements are therefore rolling over and will be considered further by Westmorland and Furness Council.

**2.0 Recommendation**

- 2.1 **It is recommended that Overview and Scrutiny Committee note the content of this report.**

**3.0 Background and Proposals**

- 3.1 At its last meeting, Overview and Scrutiny Committee agreed to incorporate contract management assurance into its work programme. The Cleaning of Public Conveniences Contract relates to the provision of regular cleaning services and key-holding at Council-owned public conveniences (at Roa Island; Tudor Square, Dalton; Park Pavilion and Fell Street, Barrow; and Earnse Bay), the car park and stairwells on Portland Walk and 42 bus stops within the borough.
- 3.2 The contract was tendered by an open advertisement on The Chest and Contracts Finder in September 2019.
- 3.3 The contract began on 1<sup>st</sup> April 2020 for a term ending on 31<sup>st</sup> March 2022 with a total contract value of £147,000. The current contractual arrangements with GC are currently rolling over.

3.4 The cleaning contract is managed by the Council's Asset Management Team whose role is to ensure high standards of cleaning are maintained throughout the term of the contract.

3.5 The contract contains elements of cleaning that includes the following standards:

- Toilets and Conveniences
  - Standard 1 - Daily cleaning
  - Standard 2 - Weekly cleaning
  - Standard 3 - Monthly cleaning
  
- External Cleaning
  - Standard 1 - Daily cleaning
  - Standard 2 - Weekly cleaning
  - Standard 3 - Monthly cleaning
  
- Bus Shelters
  - Standard 1 - Daily cleaning
  - Standard 2 - Weekly cleaning
  - Standard 3 - Monthly cleaning

3.6 At the present time there are no risk assessments or method statements, or progress/inspection reports available on file. Members of the Asset Management Team are in the process of establishing communication links with GC to ensure specifications are being met and the quality of work is carried out to a high standard.

3.7 Whilst the contract terms and conditions can be varied by agreement, there have been no variations to the original contract terms and the contract currently does not contain any Key Performance Indicators. There is also a need to ensure that active performance monitoring is undertaken.

3.8 The Asset Management Team have recently taken ownership of this contract and are applying existing good practice in remedying the gaps in management arrangements.

3.9 Given the closeness to Vesting Day and all of the preparation work that Local Government Reorganisation entails, this contract will continue to roll in the short term to ensure service continuity for day 1 of Westmorland and Furness Council.

#### **4.0 Consultation**

4.1 Consultation is not applicable to this report as the report seeks to update Members on the contract management, monitoring and delivery arrangements.

#### **5.0 Alternative Options**

5.1 This report is presented for noting.

#### **6.0 Contribution to Council Plan Priorities**

6.1 The Cleaning of Public Conveniences Contract (Bus Shelters and Stairwells) contributes to the Council’s vision “For our Borough to be great place to live work and visit” and will assist the Council in meeting the Priority of Place to “Create a vibrant, safe and welcoming place where people want to live”.

## 7.0 Implications

### 7.1 Financial, Resources and Procurement

The Cleaning of Public Conveniences Contract (Bus Shelters and Stairwells) is wholly funded from the Council’s General Fund.

### 7.2 Legal

The report details the contractual arrangements to date.

### 7.3 Local Government Reorganisation

The contract will transfer to Westmorland and Furness Council.

### 7.4 Equality and Diversity

An Equality Impact Assessment has not been carried out for this report.

## Risk

Risk	Consequence	Controls required
Failure to meet statutory requirements with regard to health and safety of staff and residents with specific reference to hygiene requirements.	The Council could be open to legal challenge which would incur costs outside existing budgets.	Ensure appropriate contract in place to undertake maintenance works.

## Contact Officers

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