

Cleaning and Caretaking Focus Group

Brighton Eraki: 23/08/2023

Presenters Brighton Eraki and Amanda Griffiths



Introduction

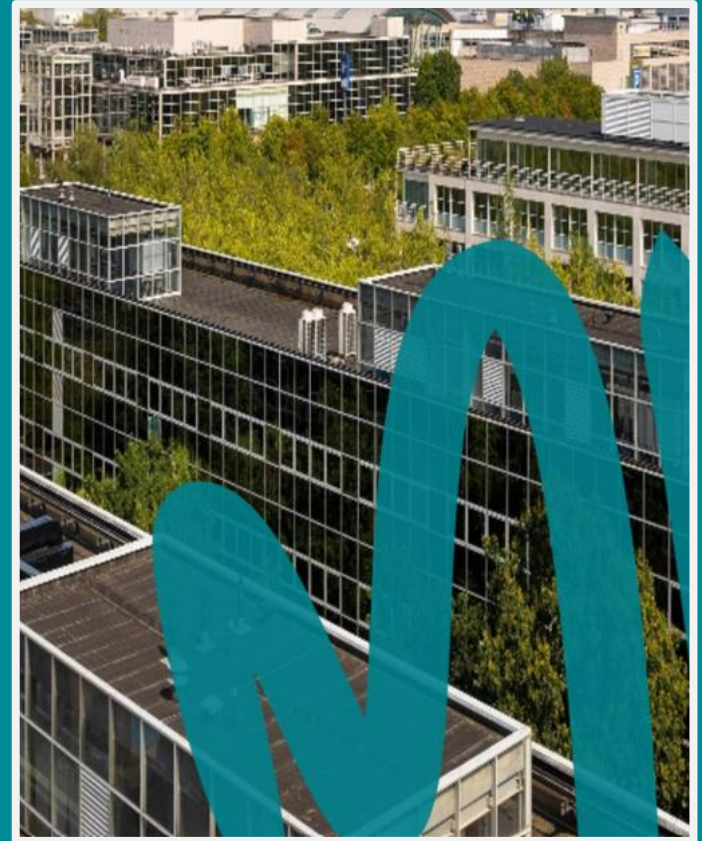
During the last main Service Charge Group Consultation meeting it was agreed a focus group be formed to specifically analyse and review the operation of Caretaking and Cleaning. Caretaking and Cleaning is currently provided MKCC inhouse teams. Scheme setup will be briefly explained so that we align our deliberations with that in mind.



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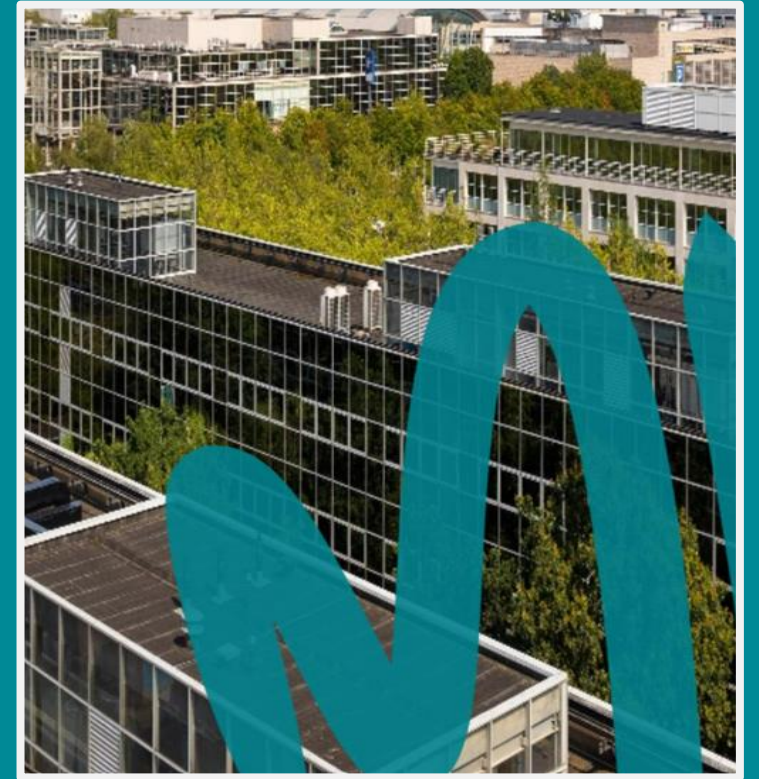
What is the Scope of this Group and Terms of Reference

- Need for the group.
- Agree Terms of Reference.
- Expected outcomes.
- Agree Project timelines and duration of future meetings.



Agenda

- What does MKCC mean by Caretaking and Cleaning?
- Review of the Caretaking and Cleaning standards.
- Review of the Caretaker and Caretaking Assistant job description.
- Walk through leasehold stock recharge spreadsheet.



Scheme Setup



Scheme Setup (Block & Internal Common Parts)



Some Ideas to Think of

Refer to the Caretaking and Cleaning Focus Ideas Document on website.

Thank You



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