



COMMUNITY BOUNDARY MAINTENANCE POLICY

DOCUMENT CONTROL			
Policy Level	Trust (Junior & Senior)		
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Policy Lead	ACET Estates Manager	Author	Chris Arthur
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V 1.0			

Aston Community Education Trust (ACET) recognises the importance of maintaining a positive relationship between boundary neighbours and the trust. To ensure this continues ACET will look to resolve any issues relating to boundary lines and overhanging vegetation in a fair and amicable manner.

Aims

Our trust aims to ensure that it:

- Boundary fences are maintained
- Unsafe vegetation that could cause damage to neighbouring residents or their property is dealt with in a prompt manner.
- Where requests are made for reductions or removals of vegetation, the appropriate party covers the costs of the requested work.

Roles and Responsibilities

- ACET Estates have a sole responsibility for the safe management of premises, including ensuring any ground maintenance safety issues are addressed in a timely manner, where appropriate seeking the advice of professionals outside of the Trust.
- The Estates Manager will ensure that the ACET Community Boundary Maintenance Policy is properly implemented, and that all sites are regularly reviewed to ensure that there are no safety issues which could affect boundary properties.
- The ACET Estates Manager/Assistant Estates Manager(s) are responsible for ensuring relevant risk assessments are conducted and for reporting to the Local Governing Body as required.

The Estates Manager working with the Site Manager (where applicable) and caretaking staff is responsible for:

- Inspecting and maintaining the academy boundaries
- Conducting repairs and maintenance to fences which belong to the academy
- Being the first point of contact for any issues relating to boundaries
- Escalating issues if there is any dispute over land (which in most cases will be to the Local Authority)
- Informing the CEO about what actions need to be taken to address any safety issues which have occurred.

This list is not intended to be exhaustive.

Inspection

At ACET, we understand that a robust inspection regime is required in order to identify potential issues early and work proactively to resolve any issues which could lead to conflict, such as:

- Ensuring trees/vegetation planted on academy sites do not over-grow onto neighbouring properties and that maintenance procedures are in place as required.
- The Estates Team keep records of half termly academy visits which outline any action to be taken relating to the maintenance of academy boundaries.

The table below sets out the issues we inspect, the inspection frequency, and the person responsible for checking each issue and, where appropriate, engaging a suitably qualified person to carry out inspection, testing or maintenance. It covers statutory checks as well as recommended good practice checks from relevant guidance. It is based on the [checks and testing sections of the DfE estates guidance](#).

ISSUE TO INSPECT	FREQUENCY	PERSON RESPONSIBLE
Perimeter Fencing Integrity	Daily checks	Site Manager/ onsite Caretaker
Tree Safety	As part of risk assessment responsibilities, periodic visual checks for stability are carried out, with more detailed assessments if suspected structural faults or other risks are found.	Estates Team
Vegetation/Tree Growth	Half termly visits to academy sites	Estates Team

Risk Assessments and Other Checks

In addition to the risk assessments we are required to have in place (please refer to ACET's Health and Safety Policy for more information), we ensure we have risk assessments in place, regularly updated, to cover:

- Tree Safety
- Tree/vegetation safety
- Fencing and Gate Safety

Implementation of Policy

In the event that a neighbouring property's vegetation/tree is causing a health and safety risk to pupils/students at an academy, the Estates Manager will contact the relevant neighbour and amicably request the issue is addressed. Should this request not be actioned, the ACET Estates Manager will raise this at the ACET Audit & Risk Committee.

Should a neighbour be dissatisfied with the maintenance action taken by the Estates Team, they should write to the principal of the academy in the first instance, who will then raise the concern with the CEO. Where additional costs are involved, that appear to be disproportionate or unreasonable, the matter will be brought to the attention of the ACET Audit and Risk Committee in order to discuss the best course of action.

Monitoring of Implementation of this Policy

The ACET Audit & Risk Committee will be responsible for monitoring the implementation of this policy. They will receive updates from the ACET Estates Manager regarding any breach of policy or any issues arising for consideration. They will be made aware of any requests from residents that fall under the remit of this policy.