

Grounds maintenance of communal areas

Specification and schedule of works

Grass cutting

March to June	-	cut fortnightly
July to October	-	cut every three weeks

- Cut grass to a neat, even finish; collect and remove all cuttings.
- Cut back and trim grass around fixed furniture, planters, pots, inspection chambers, lighting columns and trees.
- Trim and tidy all edges and borders to produce a neat and well-defined finish.
- Sweep adjoining footpaths, parking areas and other hard surfaces clear of any grass cuttings.

Planted areas and borders

March to September

Monthly frequency:

- Remove all weed growth around established planting by hand weeding.
- Carry out hedge and shrub pruning to produce a neat and compact appearance, without overhangs to grassed areas, footpaths and hard landscape areas.
- Hedge and shrub growth must be kept clear of windows, doorways, signs and light fittings.
- Remove all dead plant growth.
- Where ivy is growing over brickwork, it is to be cut at the base and allowed to die off before removing.
- Sweep up and replace mulch spilling onto adjacent areas and, if not contaminated with weeds or rubbish, return to the planted area.

Trees

Monthly frequency:

- Trim around trees, removing ivy and other climbing vegetation that may be growing up the tree.
- Where ivy is well established, cut at the base and leave to die off before removing.
- Maintain tree crowns to a minimum height of three metres above ground level.

Hard landscape maintenance (footpaths, parking areas, drying areas)

Monthly frequency:

- Sweep all areas, removing all rubbish, grass cuttings and leaves.
- Remove areas of established weed growth.
- Remove all self-seeded tree saplings from sites at the first sign of growth.
- During visits, allow for removing moss from all hardstandings, paths and paved areas.

Mid-September to mid-December – fortnightly frequency:

- Collect and remove fallen leaves and other dead vegetation from all grassed areas, footpaths, drying areas, garage accesses and other specified hard surfaces.