

Specification

1. Timing

The Contractor shall carry out work at times not liable to cause annoyance to the residents. Work will be confined to between the hours of 08:00 and 17:00 and will exclude weekends and bank holidays.

2. Frequencies

All operations are to be carried out at the frequencies and in the manner specified except when the weather conditions and or other outside conditions or other outside factors prevent this. When such omissions or delays occur they must be brought to the attention of Sutton Housing Society who may authorise alternative operations.

3. Standards

It is the responsibility of the Contractor to familiarise itself with the current editions of the British and EC Standards referred to works contained in the specification.

4. Street Furniture

The attention of the Contractor is also drawn to the condition of surfaces of all kinds, street furniture, lamps, trees and other horticultural features, bollards and manhole covers etc., which can easily be damaged by plant or machinery used in grounds maintenance. The Contractor shall take care in order to avoid damage. In the event of any damage it should be reported to Sutton Housing Society, made good at the Contractors expense and to the satisfaction of Sutton Housing Society.

GRASS CUTTING

1. General

The cutting of grass to an acceptable level is a priority for Sutton Housing Society – this means to a standard that enables stripes to be seen in the lawn. To achieve this standard it is essential that the Contractor understands that grass growth is variable and as such should allow for extra cuts as required during the growing season. The specification as set out is based on what could be termed a normal or average season and should not be interpreted as a definitive instruction in regard to grass cutting frequencies.

2. Cutting Regime

The grass will be cut with such machinery and in such a manner so as to achieve the following specification:

1. The grass should be maintained at a minimum height of 15-20mm. This will normally require a cutting frequency of 18 occasions during the growing season (1st March – 31st October) and will not be allowed to exceed a height of 100mm between cuts.
2. No extra payment for frequency in excess of 18 cuts will be allowed.
3. No reduction is made should the contractor achieve the desired standard in a manner whereby less than 18 cuts are required.

4. The use of growth suppressants is not allowed.
5. The Contractor will be responsible for the removal of litter from each site and will litter pick immediately prior to cutting.
6. The Contractor will, where possible, avoid allowing the cut grass to fall on hard surfaces; where this occurs the Contractor is to remove all grass cuttings from the hard surface before leaving the site. The contractor must show consideration to residents property, open windows, cars etc. when using blowers.
7. Grass areas abutting shrubbery and flower beds will be edged to a smooth line once a month between March – October, with appropriate equipment.
8. Where there are areas of grass that dies, consideration will be given to sowing seeds or re-turfing the area. This is to be agreed with Sutton Housing Society. Either option requires the contractor to ensure the area is properly watered and maintained to achieve the growth required. (This would be chargeable as an additional cost to this contract specification).

3. Machinery

1. Machinery shall not be fuelled, serviced, started or stopped on grassed areas.
2. Strimmer's must be guarded in accordance with manufacturers & EC recommendations and operatives must ensure that no damage takes place to trees, garden furniture, ornaments etc.
3. Strimmer guards must be set to ensure that stones etc. do not fly out and damage other property, passing pedestrians or vehicles.

4. Cuttings

1. The Contractor shall be responsible for the removal of all cuttings from each site.
2. On sites where a compost area is available a limited amount of cuttings may be allowed to be added; at these sites (agreed with the Asset Manager) the Contractor will be responsible for maintaining the compost areas

SHRUB BORDERS AND FLOWER BEDS

1. General

Shrub borders and flowerbeds are provided to give colour and floral diversity to communal areas, encouraging butterflies, bees and increased bio-diversity.

2. Weed Suppression and removal of self-seeded tree saplings

1. Litter must be cleared at each visit.
2. Borders and beds should be maintained free of weeds and litter.
3. Perennial weeds and self-seeded trees are to be removed.
4. Weeds and soil may be treated with a weed killer, subject to the approval of Sutton Housing Society and supplied by the contractor, to achieve a weed free effect.
5. Where a membrane has been installed sufficient "chippings" must be in place to cover and provide the necessary protection from weeds e.g. bindweed must not be allowed to break through the membrane.

6. Residents have adopted some sections of flowerbeds or areas around the communal garden. The Contractor will respect these areas and will remain responsible for the upkeep of them, ensuring at each visit they are free of weeds and litter.

3. Pruning

Shrubs

Shrubs in borders should be pruned in accordance with their own particular needs.

In some instances it may be necessary to prune more severely than would be appropriate in order to clear sight lines or to increase light levels to adjacent buildings. In some areas there will be a need for facing/trimming shrubs to allow for access on footpaths and clearance of windows.

Roses

Roses should be pruned according to type and shall be pruned to achieve the maximum floral display. Non specie roses may be topped sufficiently in November to prevent wind rock during the winter period and normal pruning shall be carried out in early spring.

Suckers and base growth shall be removed from shrubs, roses and trees as formed.

4. Equipment

The contractor shall provide sharp and appropriate pruning equipment.

5. Disposal

The contractor shall be responsible for the removal of all pruning material from each site. This material is not to be put in compost areas under any circumstances.

6 Mulch and Shingle

There may be areas around the communal garden that have mulch and/or shingle covering. We expect the contractor to replenish areas of mulch and shingle once or twice a year, subject to agreement with Sutton Housing Society.

HEDGES including Ivy to fences etc.

1. General

Hedges are to be maintained in accordance with their position, shape and specie composition.

2. Cutting

1. Hedges are to be clipped twice a year in May/June and September/October, outside of the nesting seasons.
2. The top should be trimmed to maintain a narrower width than the base.
3. The final surfaces are to be generally smooth and clearly defined.

4. The overall height of hedges, including ivy to fences etc. must be kept to ensure reasonable access to their tops

3. Maintenance

1. The base of hedges should be cleared of all weeds and litter before the start of each growing season.
2. Hedges should be maintained free of weeds and litter.
3. The base of the hedge may be treated with persistent weed killer, to be approved by Sutton Housing Society and supplied by the contractor, to achieve a weed free effect.

4. Disposal

1. The contractor shall be responsible for the removal of all clippings and debris from site.

LEAF DROP and WINDFALL FRUIT

1. General

1. Hard surfaces include footpaths, steps, ramps, patios, driveways and car parking areas.
2. These areas must be maintained free from weeds, moss, litter and debris. Weeds may be treated with a weed killer, subject to the approval of Sutton Housing Society and supplied by the contractor, to achieve a weed free effect.
3. Any trip hazards must be reported to Sutton Housing Society.

2. Leaf Clearance and use of blowers

Hard surfaces should be kept clear of leaves and other vegetation including windfall fruit. The contractor must show consideration to residents, property, open windows, vehicles etc. when using blowers. Leaves must not be blown on to the public highway. They must be bagged up and removed from site.

3. Disposal

The Contractor shall be responsible for the removal of all leaves, fruit, litter and debris at each site.