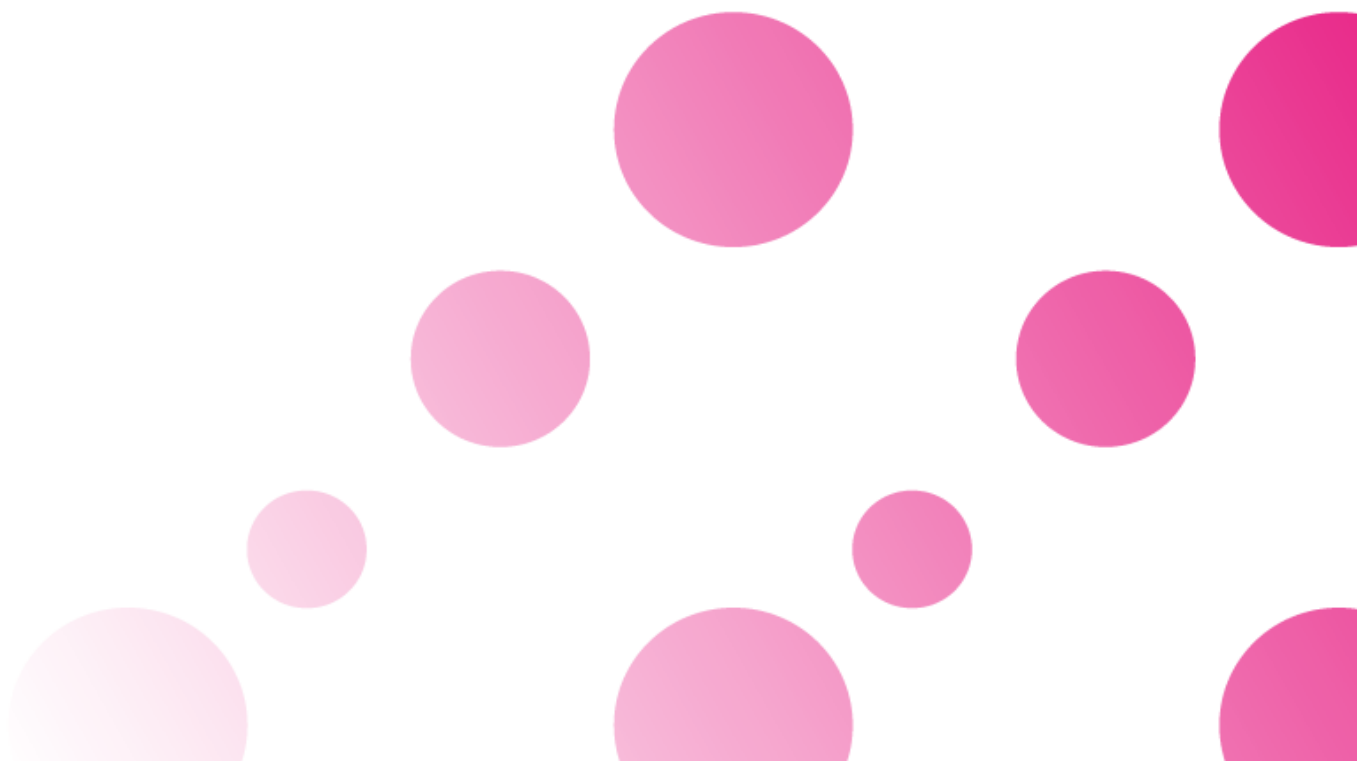


Ground Maintenance Specification





Summer Season- April- October

Recommended work to be carried out every visit:

<p>Grass</p> <p>(including service strips if applicable – refer to site specific Summary of Costs sheet): See note on Meadow/wild flower/grass mix</p>	<ul style="list-style-type: none">• Cut, edge and endeavor to remove arising's and other waste material from site, all within reason.• Well-defined edgings are to be created and maintained.• Appropriate steps should be taken to deal with moss, clover, dandelions, etc.• Meadow grass to be treated as such. Areas of rough grass to be treated as such.
<p>Trees</p>	<ul style="list-style-type: none">• Tree-ties and stakes should be inspected, adjusted, replaced/removed as appropriate.• Remove and keep clear of epicormic growth.• Keep base weed free• Tree pits should be created and kept uniform, clean and well defined.• Broadleaf trees - remove broken, damaged or 'dangerous' lower stems and saplings where appropriate.• Pine/fir trees- contractor should report and take direction from R+L• Contractor should report any damaged trees to R+L• Nursery ties/labels and temporary stakes such as bamboo should be removed.
<p>Hedges</p> <p>All common hedges including ones that front common areas, even if emanating from out-with development or as directed.</p>	<ul style="list-style-type: none">• Monitor growth and remove rogue items such as brambles.• Cut to keep in check and to maintain shape• Hedges should not be allowed to grow



	into paths, roads or across kerb lines.
Litter & Bins	<ul style="list-style-type: none"> • Remove litter from all common areas/visitor parking bays and play parks as per plan. • Empty all common bins • Removal of litter and emptying of bins not required for council adopted or private areas. • Contractor should advise R+L if large items have to be removed.
Hard-standing/Footpaths	<ul style="list-style-type: none"> • Litter pick • Moss and weed control should be proactive. • Brush/ rake if required
Weeding	<ul style="list-style-type: none"> • Weeds should be removed • Dead weeds/plants to be lifted and removed once weedkiller had been effective • Any dead, broken or missing shrubs should be reported to R+L • Chemical weed killer should not be used in or around playparks
Burns/Water Course/Sustainable (Urban) Drainage Systems /Swales/Basins/attenuation systems (Each Visit or until vested with Scottish Water or other third party.)	<ul style="list-style-type: none"> • Where applicable, burns, water course, inlet/outlet should be checked and cleared of any debris, etc. • Any build-up of sediment at SUDS should be reported to R+L
Fences	<ul style="list-style-type: none"> • Condition should be inspected, with any dangerous sections of fence removed. • Contractor should report any fence damage to R+L



Recommended work to be carried out every second visit or as directed:

Shrubs	<ul style="list-style-type: none">• Keep weed free.• Deadhead/cut away dead or dying stems as appropriate• Endeavour to define separate shrubs where reasonable to do so, and in keeping to site• Keep shrub line to paths, etc. clean and well defined.• Remove rogue plants and such items as brambles.
Semi-wild/woodland	<ul style="list-style-type: none">• Remove litter, fallen smaller branches, etc.• Treat fence line for weeds/grass by either strimming or applying weed-killer• Woodland can have unique specifications regarding strimming/mowing, so contractor should consult R+L

Recommended work to be carried out as and when required or instructed:

Moss	<ul style="list-style-type: none">• Remove moss from all common areas of hard standing
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Winter Season – January to March & November to December

Recommended work to be carried out every visit:

<p>Hard-standing/Footpaths</p> <p>All common areas as per plan including play park/visitor car park bays.</p>	<ul style="list-style-type: none">• Litter pick.• Proactive moss and weed control• Keep any aggregate (gravel, stones, chippings etc.) adjacent to the paths tidy and maintained within boundaries• Brush/Rake over when required
<p>Shrubs</p>	<ul style="list-style-type: none">• Weed, deadhead, remove dead, broken or damaged stems, etc. and maintain shape.• Endeavour to define separate shrubs where reasonable to do so• Hard/stool prune where directed or planting dictates.• R+L should be informed of any dead, broken, or missing shrubs.• Remove any debris/self-seeded saplings from underneath and within shrubs.• All dependent on plant/shrub type
<p>Litter & Bins</p>	<ul style="list-style-type: none">• Remove litter from all common areas/visitor parking bays and play parks as per plan.• Empty all common bins• Removal of litter and emptying of bins not required for council adopted or private areas.• Contractor should advise R+L if large items have to be removed.
<p>Leaves</p>	<ul style="list-style-type: none">• Endeavour to collect and remove leaves out with any woodland area



<p>Trees</p>	<ul style="list-style-type: none">• Tree-ties and stakes are to be inspected, adjusted, replaced/removed as appropriate.• Remove and keep clear epicormic growth.• Keep base weed free• Where tree pits do not exist, they should be formed and kept to a uniformed shape.• Tree pits should be uniform, clean and well defined.• Broadleaf trees - remove broken, damaged or 'dangerous' lower stems and saplings where appropriate.• Pine/fir trees- contractor should report and take direction from R+L• Contractor should report any damaged trees to R+L• Nursery ties/labels and temporary stakes such as bamboo should be removed.
<p>Burns/Water Course/Sustainable (Urban) Drainage/Systems/ Swales/Basins/Attenuation systems</p> <p>(Each Visit or until vested with Scottish Water or other third party.)</p>	<ul style="list-style-type: none">• Where applicable burns/water course, SUDS/attenuation systems inlet/outlet should be checked and cleared of any debris, etc.• Any build-up of sediment at SUDS should be reported to R+L
<p>Fences</p>	<ul style="list-style-type: none">• Condition should be inspected, with any dangerous sections removed.• Contractor should report any fence damage to R+L

Recommended work to be carried out once per season or as directed:



<p>Hedges</p> <p>All common hedges including ones that front common areas, even if emanating from out-with development or as directed.</p>	<ul style="list-style-type: none">• Monitor and remove rogue growth and such items as brambles.• Cut to keep in check and to maintain shape.• Hedges should not be allowed to grow into paths, roads or across kerb lines.
<p>Shrubs</p>	<ul style="list-style-type: none">• Rotovate, fork over, break up soil where ground conditions and planting allows• Undertake heavy prune as appropriate to species, planting and location.

Recommended work to be carried out twice per season or as directed:

<p>Semi-wild/Woodland</p>	<ul style="list-style-type: none">• Kept tidy especially after leaf fall or otherwise as directed.
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Recommended work to be carried out if required or as directed:

<p>Grass</p> <p>(including service strips if applicable – refer to site specific Summary of Costs sheet): See note on Meadow/wild flower/grass mix</p>	<ul style="list-style-type: none">• Cut, edge and endeavour to remove arising's.• Clean, well defined edges to be created and maintained.• The use of weed killer is prohibited at edges and at tree pits.• Grass should be fed where appropriate.• Appropriate steps should be taken to deal with moss, clover, dandelions, etc.• Meadow grass to be treated as such.• Areas of rough grass to be treated as such.
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