

Tamar Housing Society



Grounds Maintenance Specification

This specification outlines Tamar's expectations of the gardening contractor. In general Tamar will expect the grounds of each scheme to be kept in a neat and tidy manner. In all cases the standard is to be met at the time of inspection.

Grassed areas

- The grass is to be no higher than 6 cm at any time and should be kept shorter where possible
- The grass areas are to be free of litter and leaves
- No grass cutting is to be carried out on very wet days to ensure that there is no damage to the grounds
- All grass areas are to be aerated, fertilized and scarified at least annually (Normally in October)
- The edges between grassed areas and paving or shrub beds are to be maintained in a neat and tidy manner
- All grass clippings are to be removed from site (This item may be excluded on one or more sites depending on cost)

Paths, car parks, drying areas, steps and other hard landscaped areas

- All hard landscaped areas are to be free of litter
- All hard landscaped areas are to be free of weeds
- All hard landscaped areas are to be free of grass cuttings and fallen leaves
- All hard landscaped areas should be free of overhanging shrubs, trees or hedges with a minimum clearance of 2 meters
- All hard landscaped areas are to be free of algal growth and moss

Shrub beds

- All shrub beds are to be kept in a well maintained condition
- All shrub beds are to be free of dead or diseased shrubs
- All dead shrubs are to be removed and replaced by a suitable alternative
- There are to be no weeds higher than 6 cm in any shrub bed
- All prunings are to be removed from site

Hedges

- All hedges are to be maintained in accordance with the standard horticultural practice and are to be trimmed twice annually at an appropriate time

- All prunings are to be removed from site

Trees

- Other than the trimming of trees as outlined above, all tree work will be completed separately to this contract.
- Where a tree is in a dangerous state or requires work, the contractor is to advise Tamar of the problem.

Monitoring

- The contractor will provide photographs of all operatives to be displayed on a notice board at each scheme
- The contractor will record each visit to the scheme on a sheet to be kept on site, as directed by the Housing Officer
- Tamar will carry out customer satisfaction surveys in the first year and at other times. The contractor will be provided with the results of these surveys
- The contractor will be required to attend at least one site meeting with the Housing Officer and residents each quarter
- The Housing Officer will meet with the contractor each month to discuss any issues with the contract
- In the event of complaints by residents, the contractor may be required to attend site with the Housing Officer at any time during the normal hours of work

General Requirements

- The contractor shall provide, run and maintain suitable machinery for the maintenance of the grounds
- No tools or machinery are to be left on site
- The hours of work are to be 8 am to 5 pm Monday to Friday only
- Any chemicals or weed killers used must be non-hazardous to animals and people and must be used in accordance with the manufacturer's instructions
- The contractor is responsible for ensuring that the Control of Substances Hazardous to Health Regulations are adhered to
- The contractor is responsible for ensuring the health and safety of its workers and of residents and visitors to the schemes
- The contractor is to maintain public liability insurance cover to a minimum of £5 million