

Gloucester Schedule 6 Annexe 5

Annual Diary of Events Streets and Grounds Maintenance Activities

GUIDANCE NOTES

These notes are intended to serve as a general guide to the indicative Streets and Grounds maintenance activities within the city.

NB: 'Partnership Contracting' is about 'integrated' and 'shared risk/responsibility' working, it embraces all the elements of transparency and trust. Partnership Contracting represents the future of service provision and will function effectively for all that embrace its intentions. We actively encourage joint information sharing and consultation.

- Use of the 'Diary of Grounds Maintenance' familiarises the work type against the calendar year.
- Specific location details and statistics should be referenced against the service location to ensure bespoke delivery of need. Operational managers and supervisors will advise of programmed work, progress and any limiting factors that dominate the work type, such as WEATHER.

Modifications, variations and additional works - any changes that are needed to operational works, require amendments to site plans on GiS, work schedules, supported by formal variation orders. New works or work changes are to be subject to formal recording to maintain the accuracy of the data base. Note: additional works by others may affect maintenance activities)

NOTE:

This diary is intended to serve as a help guide and to outline the indicative work elements throughout the calendar year. It is produced as a monthly series of activities upon which liaison between the partners should be based.

JANUARY

GRASS AREAS (Sports Facilities)

Grass should not require cutting. These areas may be spiked and harrowed where appropriate.

GRASS (Conservation)

Conservation grass to be maintained entirely in accordance with site specific needs. Should not require cutting this time of year.

SHRUB BORDERS

Check for damaged/untied plants, Pruning is key work. Early bulbs will be emerging towards the end of this month and beds may be replanted and mulched. Agree any minor new works schemes or improvements.

TREE MAINTENANCE

Young/Standard Trees:- Agree any re-planting resultant from felled tree stock.

Clearing any wind/storm damage, i.e. fallen branches.

Tree Teams-

See specific arboriculture annual works programme.

INFORMAL HEDGES

Informal hedges may be cut during this month if not already, using a tractor mounted 'Flail' mower.

PROVISION OF SPORTS FACILITIES

Winter games pitches will require frequent marking-out order to maintain lines. Checking for damage to goal posts etc. Spiking and Harrowing may be deployed. Cricket Squares will continue to be monitored for disease and cut maintained at winter ht.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast. Clearing of drainage channels and silt pits. Agree any remedial works that may be programmed.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection.

Check equipment and landscape furniture/asset detail and advise need

STREAMS / WATERCOURSES

Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief

ANCILLARY WORKS

Maintain street name plates through instruction/ renewal

PAVILIONS

-

Install and repair through instruction landscape fabric
Regular cleaning after use.

STREET MAINTENANCE

On going as per programmed schedule

DEEP CLEAN

One D/C to be completed this month

SALTING PEDESTERIAN AREAS	Inclement weather reactive works to salting of pedestrian walkways in city centre where weather impacts upon standard tasks
LOCKING/UN-LOCKING	As per schedule
LEAVES	Most leaves will now have been cleared with residual deposits treated during scheduled rounds
LEGIONELLA	Testing of sentinel taps and outlets continue
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

FEBRUARY

GRASS AREAS (Sports Facilities)

Grass should not require cutting. These areas may be spiked and harrowed where appropriate.

GRASS (Conservation)

Conservation grass to be maintained entirely in accordance with site specific needs. Should not require cutting this time of year.

SHRUB BORDERS

Check for damaged/untied plants, Pruning is key work. Early bulbs will be emerging towards the end of this month and beds may be replanted and mulched. Agree any minor new works schemes or improvements.

TREE MAINTENANCE

Young/Standard Trees:- Agree any re-planting resultant from felled tree stock.

Clearing any wind/storm damage, i.e. fallen branches.

Tree Teams-

See specific arboriculture annual works programme.

INFORMAL HEDGES

Informal hedges may be cut during this month if not already, using a tractor mounted 'Flail' mower.

PROVISION OF SPORTS FACILITIES

Winter games pitches will require frequent marking-out order to maintain lines. Checking for damage to goal posts etc. Spiking and Harrowing may be deployed. Cricket Squares will continue to be monitored for disease and cut maintained at winter ht.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast. Clearing of drainage channels and silt pits. Agree any remedial works that may be programmed.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection.
check equipment and landscape furniture / asset detail and advise need

STREAMS / WATERCOURSES

Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief

ANCILLARY WORKS

Maintain street name plates through instruction/ renewal
Install and repair through instruction landscape fabric

PAVILIONS

-

Regular cleaning after use, particularly weekend use.

STREET MAINTENANCE

On going as per programmed schedule

DEEP CLEAN	Two D/C to be completed this month
SALTING PEDESTERIAN AREAS	Inclement weather reactive works to salting of pedestrian walkways in city centre where weather impacts upon standard tasks
LOCKING/UN-LOCKING	As per schedule
LEAVES	Most leaves will now have been cleared with residual deposits treated during scheduled rounds
LEGIONELLA	Testing of sentinel taps and outlets continues
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

M A R C H

- | | | |
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| GRASS AREAS (General) | - | <p>If the weather is mild the grass may require its first cut during this month, except for areas where bulbs are growing.</p> <p>The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as art of the recent efficiency savings.</p> |
| GRASS AREAS (Sports Facilities) | - | <p>Maintain height of grass on winter pitches.</p> <p>These areas may be spiked and harrowed where appropriate Regular cutting may commence towards the end of this month.</p> |
| CONSERVATION GRASS | - | <p>These areas will begin to grow now and depending upon regime type.</p> |
| URBAN MEADOWS | | <p>Begin ground preparations for meadow seeding following agreement with client</p> |
| SHRUB BORDERS | - | <p>Most works to shrub borders will be complete now, with ongoing seasonal restrictive pruning and species specific pruning only, combined with general maintenance.</p> |
| TREE MAINTENANCE | - | <p>Clearing any wind/storm damage, i.e. fallen branches.</p> <p>Tree Teams-</p> <p>See specific arboriculture annual works programme.</p> |
| PROVISION OF SPORTS FACILITIES | - | <p>Winter games pitches will require frequent marking-out in order to maintain lines. Check for damage to goal posts etc. Maintain height of grass on pitches as necessary.</p> <p>Plan and agree timings on pitch re-instatements, Calculate and order materials.</p> <p>Cricket squares should be maintained at the required close season height of cut.</p> <p>Cricket squares will start to require regular cutting and initial rolling and scarifying.</p> <p>HEAVY ROLL – Initial heavy roll will be required to bring square into condition.</p> |
| SYNTHETIC TURF PITCHES | | <p>Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast. Agree any remedial works that may be programmed. Check for any additional summer markings that may be required.</p> |
| CHILDREN'S PLAY AREAS | | <p>Control for litter and monitor safety condition through inspection.</p> |

	Check equipment and landscape furniture/asset detail and advise need
STREAMS / WATERCOURSES	Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief
ANCILLARY WORKS	Maintain street name plates through instruction/ renewal Install and repair through instruction landscape fabric
PESTICIDES	Schedule and programme areas that will require selective herbicide – limited to street furniture and GCH properties, the strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as art of the recent efficiency savings.
PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule
DEEP CLEAN	Two D/C to be completed this month
SALTING PEDESTERIAN AREAS	Inclement weather may still need reactive works to salting of pedestrian walkways in city centre where weather impacts upon standard tasks
LOCKING/UN-LOCKING	As per schedule
LEGIONELLA	Testing of sentinel taps and outlets continues
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.
STREET FURNITURE	Washing down of street furniture this month
STREET WASHING	Regular use of the street washer may commence this month scrubbing pedestrianized areas if weather suitable

APRIL

GRASS AREAS (General)

Regular cutting should now be taking place. Areas that have bulbs should not be cut until the first or second week in May.

The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as part of the recent efficiency savings.

CONSERVATION GRASS

These areas will begin to grow now and depending upon regime type.

GRASS AREAS

Likely to be the last month for regular winter games

(Sports Facilities)

Outside use of pitches may extend into May. Preparations being made to assess reinstatements

CONSERVATION / SPECIAL GRASS AREAS

Paths will require regular cutting.

URBAN MEADOWS

Begin ground preparations for meadow seeding following agreement with client

BORDERS

Look out for signs of pests and diseases affecting plants. Check that paths and windows are not being obstructed. Weeds will be emerging so scheduled programmed to be followed.

TREE MAINTENANCE

Clearing any wind/storm damage, i.e. fallen branches.
Tree Teams-
See specific arboriculture annual works programme.

Report any wind/storm damage, ie fallen branches

PROVISION OF SPORTS FACILITIES

Winter Games: Pitches may be spiked, harrowed, if required. Frequent marking will still be required. If the season finishes in this month reinstatement of worn areas, ie. goal mouths, should be undertaken if desired. Goal posts may be taken down and stored for re-use. They should be checked for damage and repaired and replacements ordered at this stage.

Summer Sports: Cricket squares should now be mown regularly at the height to be maintained throughout the season. The first application of Spring and Summer fertiliser should be undertaken early in this month.

HEAVY ROLL – Initial heavy roll will be required to bring Square into condition.

Liaise with clubs for fixture lists.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.
Clearing of drainage channels and silt pits. Agree any

	remedial works that may be programmed.
CHILDREN'S PLAY AREAS	Control for litter and monitor safety condition through inspection. Check equipment and landscape furniture/asset detail and advise need.
CITY CENTRE PLANTERS	Planters will receive a maintenance visit to highlight replacement / damaged planting
STREAMS / WATERCOURSES	Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief
ANCILLARY WORKS	Maintain street name plates through instruction/ renewal Install and repair through instruction landscape fabric
PESTICIDES	Schedule and programme areas that will require selective herbicide – limited to spot spraying of actively growing weeds in drainage channels, metalled surfaces and GCH properties, Grass areas may be treated during this month, if desired.
DRAINAGE	Outlets need to be kept clear at all times.
PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule
DEEP CLEAN	Two D/C to be completed this month
LOCKING/UN-LOCKING	As per schedule
LEGIONELLA	Testing of sentinel taps and outlets continues
STREET FURNITURE	Washing down of street furniture this month
STREET WASHING	Regular use of the street washer to commence this month scrubbing pedestrianized areas
HERBICIDE USE	Some spot treatment by hand lance may be possible weather and growth dependent
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

M A Y

GRASS AREAS (General)

Regular cutting to maintain standards.
Areas with bulbs may be cut and cleared.

The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as part of the recent efficiency savings.

GRASS AREAS (Sports Facilities)

Last month for winter games use. All worn areas should now be renovated / moved, if appropriate.

CONSERVATION / SPECIAL GRASS AREAS

Paths will require regular cutting.

URBAN MEADOWS

The first signs of emergence of meadow species will be visible – some over-sowing may be required

BORDERS

Look out for signs of pests and diseases affecting plants. Check that paths and windows are not being obstructed. Weeds will be emerging, so follow programmed maintenance schedule. Leaves of flowering bulbs can be cleared if necessary.

TREE MAINTENANCE

Clearing any wind/storm damage, i.e. fallen branches.
Tree Teams-
See specific arboriculture annual works programme.

HEDGES

May require a first cut *depending upon sp.*

PROVISION OF SPORTS FACILITIES

Cricket Squares: Likely towards middle / end of the month when fixtures and regular use will commence. If the area is used check that reinstatement is carried out. Cricket outfield should be cut as necessary. The square should now be in prime condition, with progression from heavy to medium weight roller

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection.
check equipment and landscape furniture/asset detail and advise need

STREAMS / WATERCOURSES

Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief

ANCILLARY WORKS

Maintain street name plates through instruction/ renewal
Install and repair through instruction landscape fabric

PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule
DEEP CLEAN	One D/C to be completed this month
LOCKING/UN-LOCKING	As per schedule
LEGIONELLA	Testing of sentinel taps and outlets continues
STREET FURNITURE	Washing down of street furniture this month
STREET WASHING	Regular use of the street washer to continue this month scrubbing pedestrianized areas
HERBICIDE USE	Spot treatment by hand lance may be possible weather and growth dependent together with mobilisation of mobile applications when conditions are appropriate
EVENTS	First events will require extra over street cleansing inputs
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

JUNE

GRASS AREAS (General)	Regular cutting to maintain standards. The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as a result of the recent efficiency savings.
GRASS AREAS (Sports Facilities)	Cricket outfields should be cut separately to achieve the required standard.
CONSERVATION AREAS	Paths will require regular cutting.
BORDERS	Check for signs of pests and diseases. Cut-back plants obstructing paths and windows. Edge-up borders as necessary.
URBAN MEADOWS	These areas will now be growing vigorously subject to suitable precipitation – some topping may be required to increase lateral growth
IRRIGATION	Irrigate city centre tree containers displays
TREE MAINTENANCE	See specific arboriculture annual works programme. Report any wind/storm damage, ie fallen branches.
HEDGES	'Formal' hedges will require cutting see programme
PROVISION OF SPORTS FACILITIES	<u>Cricket</u> : Regular use should be taking place. Repairs need to be undertaken after use. Ensure practice facilities are maintained correctly. Second application of fertiliser to cricket squares may be undertaken towards the end of the month. <u>Special Events</u> : If extra organising is required for fetes etc, this should be sorted out at the earliest possible date.
SYNTHETIC TURF PITCHES	Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.
CHILDREN'S PLAY AREAS	Control for litter and monitor safety condition through inspection. Check equipment and landscape furniture/asset detail and advise need
STREAMS / WATERCOURSES	Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief
ANCILLARY WORKS	Maintain street name plates through instruction

PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule
DEEP CLEAN	Two D/C to be completed this month
LOCKING/UN-LOCKING	As per schedule
LEGIONELLA	Testing of sentinel taps and outlets continues
STREET FURNITURE	Washing down of street furniture this month
STREET WASHING	Regular use of the street washer to continue this month scrubbing pedestrianized areas
HERBICIDE USE	Spot treatment by hand lance may be possible weather and growth dependent together with mobilisation of mobile applications when conditions are appropriate
EVENTS	Events will require extra over street cleansing inputs
STREET FURNITURE	Washing down of street furniture this month
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

JULY

GRASS AREAS (General)

Regular cutting to maintain standards.

If the weather is particularly dry grass growth might have slowed down and the regularity of cutting will be less or may stop all together.

The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as a result of the recent efficiency savings.

GRASS AREAS (Sports Facilities)

Cricket outfields should be cut separately to achieve the required standard.

CONSERVATION AREAS

Paths will require regular cutting. If required, grass can be cut within the area.

URBAN MEADOWS

These areas will now be growing vigorously subject to suitable precipitation – some topping may be required to increase lateral growth

IRRIGATION

Irrigate containers and trees in city centre displays

BORDERS

Check for signs of pests and diseases.
Cut-back plants obstructing paths and windows.

TREE MAINTENANCE

Young/Standard Trees:- may require irrigation

Tree Teams-
See specific arboriculture annual works programme.

Sucker growth to the base of the trees (particularly Limes) should be removed during this month.

HEDGES

'Formal' hedges should be cut – see programme.

PROVISION OF SPORTS FACILITIES

Cricket: Regular use should be taking place.
Repairs need to be undertaken after use.
Ensure practice facilities are maintained correctly.
Second application of fertiliser to cricket squares may be undertaken towards the end of the month.

Special Events: If extra organising is required for fetes etc, this should be sorted out at the earliest possible date.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection

STREAMS / WATERCOURSES	Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief
ANCILLARY WORKS	Maintain street name plates through instruction Install and repair through instruction landscape fabric
PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule
DEEP CLEAN	Two D/C to be completed this month
LOCKING/UN-LOCKING	As per schedule
LEGIONELLA	Testing of sentinel taps and outlets continues
STREET FURNITURE	Washing down of street furniture this month
STREET WASHING	Regular use of the street washer to continue this month scrubbing pedestrianized areas
HERBICIDE USE	Spot treatment by hand lance may be possible weather and growth dependent together with mobilisation of mobile applications when conditions are appropriate
EVENTS	Events will require extra over street cleansing inputs
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

AUGUST

GRASS AREAS (General)

Regular cutting to maintain standards.

If the weather is particularly dry grass growth might have slowed down and the regularity of cutting will be less or may have stopped.

The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as a result of recent efficiency savings.

GRASS AREAS

Cricket outfields should be cut separately to achieve the required standard.

(Sports Facilities)

Special Events: If extra organising is required for fetes etc, this should be sorted out at the earliest possible date.

URBAN MEADOWS

These areas will now be demonstrating the first flowers of the displays

CONSERVATION AREAS

Paths will require regular cutting. If required grass can be cut within the area.

IRRIGATION

Irrigate containers and trees in city centre

BORDERS

Check for signs of pests and diseases.

Remove dead flower heads.

Cut-back plants obstructing paths and windows.

TREE MAINTENANCE

See specific arboriculture annual works programme.

Sucker growth to the base of the trees (particularly Limes) should be removed during this month.

HEDGES

-

'Formal' hedges should be cut

PROVISION OF SPORTS FACILITIES

-

Winter Games: Areas for use should be identified and work commenced to provide the pitches. Goal posts should be erected towards the end of the month.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection.

Check equipment and landscape furniture/asset detail and advise need

STREAMS / WATERCOURSES

Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief.

ANCILLARY WORKS	Maintain street name plates through instruction Install and repair through instruction landscape fabric
PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule.
DEEP CLEAN	Two D/C to be completed this month.
LOCKING/UN-LOCKING	As per schedule.
LEGIONELLA	Testing of sentinel taps and outlets continues.
STREET FURNITURE	Washing down of street furniture this month.
STREET WASHING	Regular use of the street washer to continue this month scrubbing pedestrianized areas.
HERBICIDE USE	Spot treatment by hand lance may be possible weather and growth dependent together with mobilisation of mobile applications when conditions are appropriate
EVENTS	Events will require extra over street cleansing inputs.
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

SEPTEMBER

GRASS AREAS (General)	-	<p>Regular cutting to maintain standards.</p> <p>If the weather is particularly dry grass growth might have slowed down and the regularity of cutting will be less or may have stopped.</p> <p>The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as a result of the recent efficiency savings.</p>
GRASS AREAS (Sports Facilities)		<p>Winter games season starts. Pitches should be cut at the new height. These areas may be spiked, harrowed and rolled as necessary if desired.</p>
CONSERVATION AREAS		<p>Paths will require regular cutting. If required, grass can be cut within the area.</p>
URBAN MEADOWS		<p>These areas will now be demonstrating a good show of flower displays</p>
BORDERS		<p>Check for signs of pests and diseases. Remove dead flower heads. Cut-back plants obstructing paths and windows.</p>
TREE MAINTENANCE	-	<p>See specific arboriculture annual works programme.</p> <p>Sucker growth to the base of the trees (particularly Limes) should be removed during this month.</p>
HEDGES	-	<p>'Formal' hedges should be cut.</p>
PROVISION OF SPORTS	-	<p><u>Summer Games</u>: All end of season maintenance to cricket squares should be complete before the end of the month at the end of the playing season. This will include spiking, scarifying, application of top dressing, over-seeding, if required, and an application of Autumn fertiliser towards the end of the month.</p> <p><u>Winter Games</u>: Pitches will need to be marked out and goal posts erected early in the month.</p>
SYNTHETIC TURF PITCHES		<p>Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast. Clearing of drainage channels and silt pits. Agree any remedial works that may be programmed.</p>
CHILDREN'S PLAY AREAS		<p>Control for litter and monitor safety condition through inspection.</p>

	Check equipment and landscape furniture/asset detail and advise need
STREAMS / WATERCOURSES	Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief.
ANCILLARY WORKS	Maintain street name plates through instruction / Install and repair through instruction landscape fabric.
PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule.
DEEP CLEAN	Two D/C to be completed this month.
LOCKING/UN-LOCKING	As per schedule.
LEGIONELLA	Testing of sentinel taps and outlets continues.
STREET WASHING	Regular use of the street washer to continue this month scrubbing pedestrianized areas.
HERBICIDE USE	Spot treatment by hand lance may be possible weather and growth dependent together with mobilisation of mobile applications when conditions are appropriate
EVENTS	Events will require extra over street cleansing inputs.
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

OCTOBER

GRASS AREAS (General)

regular cutting to maintain standards.

If the weather is particularly cold, grass growth might have slowed down and the regularity of cutting will be less or have stopped.

The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as part of the recent efficiency savings.

Growth will be slowing down this month. First clearance of leaves may be required.

GRASS AREAS (Sports Facilities)

Pitches should be maintained at the new height.
These areas may be spiked and harrowed.

CONSERVATION AREAS

Areas may be cut completely during the early part of the month.

URBAN MEADOWS

These areas will still be demonstrating a good show of flower displays

SHRUB BORDERS

Check for damaged/untied plants, Pruning is key work.
Autumn bulbs will be emerging towards the end of this month and beds may be replanted, mulched.
Agree any minor new works schemes or improvements

TREE MAINTENANCE

Report any wind/storm damage, ie fallen branches.

Leaf fall commencing. Look out for damage caused by high winds.

Clearing any wind/storm damage, i.e. fallen branches.

Tree Teams-

See specific arboriculture annual works programme.

Remove sucker growth at the base of trees (particularly limes), if necessary.

HEDGES

Complete cutting of 'formal' hedges, if not already undertaken.

PROVISION OF SPORTS FACILITIES

Winter Games: Regular use, therefore marking out
Must be frequent. Pitches may be spiked, harrowed and rolled if desired.

Application of Autumn fertiliser to cricket square will be undertaken during this month. Maintain height of square at close season height from now until March.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.

	Clearing of drainage channels and silt pits. Agree any remedial works that may be programmed.
CHILDREN'S PLAY AREAS	Control for litter and monitor safety condition through inspection. Check equipment and landscape furniture/asset detail and advise need .
STREAMS / WATERCOURSES	Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief.
ANCILLARY WORKS	Maintain street name plates through instruction / Install and repair through instruction landscape fabric.
PAVILIONS	Regular cleaning after use, particularly after outside weekend use.
STREET MAINTENANCE	On going as per programmed schedule.
DEEP CLEAN	Two D/C to be completed this month.
LOCKING/UN-LOCKING	As per schedule.
LEGIONELLA	Testing of sentinel taps and outlets continues.
STREET WASHING	irregular use of the street washer to continue this month scrubbing pedestrianized areas.
SALTING PEDESTERIAN AREAS	Inclement weather reactive works to salting of pedestrian walkways in city centre where weather impacts upon standard tasks if it is safe to do so.
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

NOVEMBER

GRASS AREAS (General)

If the weather is mild, the grass may require "topping" this month to maintain the correct height. Leaf clearance should be undertaken.

The strimming of trees, walls / fences edges, shrubs and non-standard obstacles has been omitted from the schedule as part of the recent efficiency savings.

GRASS AREAS (Sports Facilities)

Pitches should be maintained at the new height. These areas may be spiked, harrowed and rolled if desired

CONSERVATION AREAS

Cut should be completed (if not carried out in October)

URBAN MEADOWS

Meadows will be cut down this month allowing seed to fall before residual materials are collected

BORDERS

Roses should be pruned by about one third. All dead flowering stems and leaves of herbaceous plants should be cut down and removed and the area generally cleaned up.

TREE MAINTENANCE

Clearing any wind/storm damage, i.e. fallen branches. See specific arboriculture annual works programme.

HEDGES

'Informal' hedges may be cut with a tractor mounted 'Flail' cutter during this month and debris removed from base of the hedge at the same time.

PROVISION OF SPORTS FACILITIES

Winter Games: Regular use, therefore marking out must be frequent.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast. Clearing of drainage channels and silt pits. Agree any remedial works that may be programmed.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection. Check equipment and landscape furniture/asset detail and advise need

STREAMS / WATERCOURSES

Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief

ANCILLARY WORKS

Maintain street name plates through instruction/
Install and repair through instruction landscape fabric

PAVILIONS

Regular cleaning after use, particularly after outside weekend use.

SAND BAGS	Stocks to be maintained this month, filled and distributed on request.
STREET MAINTENANCE	On going as per programmed schedule.
DEEP CLEAN	Two D/C to be completed this month.
SALTING PEDESTERIAN AREAS	Inclement weather may need reactive works to salting of pedestrian walkways in city centre where weather impacts upon standard tasks if it is safe to do so.
LOCKING/UN-LOCKING	As per schedule.
LEGIONELLA	Testing of sentinel taps and outlets continues .
STREET FURNITURE	Washing down of street furniture this month.
STREET WASHING	irregular use of the street washer may continue this month scrubbing pedestrianized areas if weather suitable.
EVENTS	Events will require extra over street cleansing inputs especially remembrance day.
GUM CONTROL	Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.

DECEMBER

GRASS AREAS (Sports Facilities)

Pitches should be maintained at the new height.
These areas may be spiked, harrowed and rolled if desired.

TREE MAINTENANCE

Leaf Clearance - Should be completed this month, if not already done so.

Report any wind/storm damage, ie fallen branches.
Clearing any wind/storm damage, i.e. fallen branches.

See specific arboriculture annual works programme.

HEDGES

'Informal' hedges may be cut with a tractor mounted 'Flail' cutter during this.

PROVISION OF SPORTS FACILITIES

Winter Games: Regular use, therefore marking out must be frequent.

SYNTHETIC TURF PITCHES

Where appropriate (weather depending) brushing of surfaces to ensure re-distribution of ballast.
Clearing of drainage channels and silt pits. Agree any remedial works that may be programmed.

CHILDREN'S PLAY AREAS

Control for litter and monitor safety condition through inspection.
Check equipment and landscape furniture/asset detail and advise need

STREAMS / WATERCOURSES

Inspect pinch points and clear obstructions from water-courses, maintaining a watching brief

ANCILLARY WORKS

Maintain street name plates through instruction
Install and repair through instruction landscape fabric

PAVILIONS

Regular cleaning after use, particularly after use.

STREET MAINTENANCE

On going as per programmed schedule

DEEP CLEAN

One D/C to be completed this month

SALTING PEDESTERIAN AREAS

Inclement weather may need reactive works to salting of pedestrian walkways in city centre where weather impacts upon standard tasks if it is safe to do so.

LOCKING/UN-LOCKING

As per schedule

LEGIONELLA

Testing of sentinel taps and outlets continues

STREET WASHING

Regular use of the street washer may continue this month scrubbing pedestrianized areas if weather suitable.

EVENTS

Events will require extra over street cleansing inputs.

GUM CONTROL

Gum removal will continue this month within gate streets pedestrian areas along with any other areas around the city upon request with the use of the Gum Zapper tool when weather conditions allow.