

## ANNUAL MAINTENANCE

	J	F	M	A	M	J	J	A	S	O	N	D
<b>General Operations:</b>												
Weeding			✓	✓	✓	✓	✓	✓	✓	✓		
Watering (if required)				✓	✓	✓	✓	✓	✓			
Litter removal	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Removal of fallen leaves										✓	✓	
Re-firming plants (as required)			✓							✓		
Pest and disease control (as required)						✓						
Replacement Planting	✓											
<b>Grass Areas:</b>												
Mowing – amenity areas keep grass at a sward height of 30-60mm			✓	✓	✓	✓	✓	✓	✓	✓		
Mowing – wildflower areas								✓		✓		
Rake mown lawns (as required to keep tidy)			✓	✓	✓	✓	✓	✓	✓	✓		
Aerate and scarify lawn areas			✓						✓			
Apply fertiliser to lawn areas (except meadow)			✓						✓			
Form edges to lawn areas (as required)	✓					✓						
Over-seed sparsely germinated grass areas				✓	✓				✓	✓		
<b>Shrub Areas</b>												
Pruning (timing dependant on species)	✓					✓						
Top up mulch (after first year & replanting)			✓									
Thin out planting										✓		
<b>Proposed Trees</b>												
Check condition and treat (as required)											✓	
Pruning for good habit & safety (as required)											✓	
Check, adjust, repair trees stakes & ties		✓									✓	
Apply fertiliser and mulch to new trees			✓									
Annual monitoring									✓			
<b>Hard Landscape Areas, Boundary Treatments, Lighting &amp; Furniture:</b>												
Weeds in hard surfaces - spray with herbicide					✓		✓		✓			
Clear litter, debris and fallen leaves	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Gullies etc - keep clear (as required)	✓										✓	
Fencing and gates - check condition & repair		✓									✓	
Check bollards - check condition & repair		✓									✓	
Check lighting - check condition & repair		✓									✓	

Note: This table lists the key routine operations required during both the defects and long term maintenance periods together with an indication of when they should be undertaken throughout the year. It should be noted that the table should be used as a guide to times only. It does not include every operation listed in the specification but all checking and intermittent maintenance actions should occur during the routine visits. The contractor is responsible for the appearance and condition of the landscape areas and should be prepared to undertake specific maintenance tasks outside the above periods throughout the year to satisfy management or safety objectives.