



## **Performance Management Guide**

This Guide covers the standards and methods expected by the council for the duration of the contract.  
It is for guidance of how all of council assets and groundworks should be completed and maintained.

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## **1. Overall Purpose**

Haddenham Parish Council owns or has responsibility for the grounds maintenance of a number of diverse areas. These include areas which are used for sport and recreation, nature reserve, residential areas and highway verges. It is important that Contractors can demonstrate the skills required to maintain the different needs of each area and ensure it remains clean, tidy and well-maintained and reflects the Councils Performance Management Guide grading criteria and adheres to good horticultural and environmental practice.

All work shall consequently be carried out and project managed appropriately so as to leave the whole of each site in a well maintained and tidy condition at all times.

The purpose of this Guide is to generally define the standard to be achieved, rather than define the precise method by which the Contractor will be required to perform the service. In some situations, however a more detailed specification is provided.

Each area when completed is expected to be left at standard A and to not fall below standard B before the next visit.

## 2. Standard Specification

### General Amenity and Verges

All grass shall be cut cleanly to the specified height on each site, without damaging the existing surface. Where the height of cut is defined, it is the height above ground level to the cutting blade, measured with the machine standing on a flat surface. Scraper bars to front rollers, where fitted, must be finely adjusted to keep rollers free from accretions of mud, etc. When machines do not have scraper bars, front rollers must be frequently cleaned. Ensure that area of brambles and other vegetation is cut back and does not encroach onto the grass areas.

### Sports Pitches

The grass shall be maintained at a height of 30-45 mm using cylinder/rotary mowing equipment. The grass should never be allowed to exceed a height of 45 mm. If the grass does become too long, the height of cut should be reduced gradually over 3-4 cuts allowing some time for recovery in between. N.B. On no account, should the grass height be reduced by more than 50% on any one occasion. Overall, approximately 30 mowing operations may be required each year, depending on weather and growing conditions

Frequent mowing will encourage a thickening of the sward and is very beneficial. During the growing season pitches should be mown a minimum of once a week, with once a fortnight being sufficient at other times. Mowing is unlikely to be required over winter. If mowing is carried out at the correct frequency, clippings can be returned to the sward with no ill effect, more pertinently following fertilising. Please note: Excessive grass clippings are a significant contributing factor to thatch accumulation, if thatch is becoming increasingly prevalent, grass clipping should be collected during mowing.

Grass Type	Minimum Height of grass (after cutting) Standard A	Maximum height of grass (prior to cutting) Standard B	Action of excessive clippings
General Amenity	35mm	80mm	Spread thinly or remove
Verges	75mm	150mm	Spread
Sports Pitches	35mm	45mm	Spread thinly or remove.
Wiiding Areas	As directed by Appendix 4 guidance		cut and remove.

Woodways Recreation Ground – This is busy sports and recreation facility adjacent to two junior schools.			
Area	Description	Standard A	Photo examples of Haddenham Library photos of grass cutting standard required
All Grass areas as defined by map	General Amenity	Standard A	
BMX Track	General Amenity	Standard A	
Football Pitch	Sport Pitches.	Standard A	
Cricket outfield – the Cricket Club maintain their own area but there is over lap with football. Communication essential with the cricket groundsman to arrange the cutting.	Sport Pitches.	Standard A	

Playground	General Amenity	Standard A		
<b>Airfield Playing Field– (Tibbs Road). Football pitches, communal paths</b>				
Football Pitches	Sport Pitches	Standard A		
Playground and amenity areas	General Amenity	Standard A		
<b>Church End Green – situated in the conservation area and is used by the community for a number of specialist events throughout the year.</b>				
All grass areas as defined by map Weeding of Cobble path	General Amenity Specialist cut for May Day	Standard A	 	

<b>Townsend Green – situated within the conservation area.</b>				
All grass areas as defined by map.	<b>General Amenity</b>	Standard A		
<b>Townsend Community Orchard</b>				
Main paths	<b>General Amenity</b> Wilding Areas to be defined. Mostly maintained by volunteers. Will sometimes need liaison with committee and additional cut for specific events.	Standard A		
<b>Longwall</b>				
All grass area as defined by the map	<b>General Amenity</b>	Standard A		

Sheerstock Recreation area –				
All grass areas as defined by the map	General Amenity	Standard A		
Playground	General Amenity	Standard A		
Sheerstock Open Spaces – residential area				
All grass areas as defined by the map	General Amenity	Standard A		

Skittles Green				
All grass areas as defined by the map	General Amenity	Standard A		
Banks Park – Village Centre, including the Village Hall and Parish Office				
All grass areas as defined by map	General Amenity	Standard A		
Playground Area	General Amenity	Standard A		
Allotments				
Cut the grass as defined on the map	General Amenity	Standard A		

**Snakemoor Nature Reserve - mostly maintained by volunteers, could require some liaison with volunteer group.**

Pathways

General Amenity  
Wilding Areas to be defined.

Standard A



**Urban Grass cutting alongside the highway – devolved service from Buckinghamshire Council. As part of HPC’s commitment to biodiversity some verges will be encouraged to become wildlife areas and will require wild flower management.**

All 20/30 mph roadside verges as defined by the map

Verge  
Wilding areas to be defined.

Standard A  
Appendix 2



Footpaths (Rights of Way)

Verge

Standard A  
Appendix 2



### **3.Contact Details**

Mr Ian Final – Facilities Manager

Haddenham Parish Council, Banks Park, Banks Road, Haddenham, Bucks, HP17 8EE

Email: [office@haddenham-bucks-pc.gov.uk](mailto:office@haddenham-bucks-pc.gov.uk)

Phone: 01844 292411