**Expected schedule of visits:**

* 2 visits per week: April to November (2 operatives for 2 **full** days on site)
* 1 visit per week: December to March. (2 operatives for 1 **full** day on site day)

**Areas to be serviced:** Communal Grounds

|  |  |  |
| --- | --- | --- |
| **Lawns & Grassed Areas including ISO compound: Frequency** | | |
| 1 | Cut & box grassed areas: every visit (April to Nov); As required (Dec to March) | Every visit |
| 2 | Strim all borders at same time as cutting | Every visit |
| 3 | Edge up all paths & hard standings | Annually |
| 4 | Apply weed & feed | Annually |
| **Managing wildflower meadow areas:** | | |
| 5 | In front of Jenner Building | Annually |
| 6 | Behind Jenner Building | Annually |
| 7 | Behind Plowright Building | Annually |
| **Shrubberies, Beds and Planters:** | | |
| 8 | Hand weed beds | Monthly |
| 9 | Ensure all plants are cut back from paths, roads, signage, vents, covers, drains as required | Every visit |
| 10 | Fork over beds and planters | Quarterly |
| 11 | Prune & shape shrubs & replace any dead plants (in consultation with TPI) | Quarterly |
| **Hedges:** | | |
| 12 | Flail cut front hedges top and external side of hedge | Annually |
| 13 | Hand weed & clear out hedge bases | Annually |
| 14 | Maintain perimeter hedge of the external visitors car park & internal front hedge outside Mod 1 etc | Twice a year |
| **Paths, Hard standings & Car Parks:** | | |
| 15 | Thoroughly sweep & machine blow all areas paying attention to edges & corners | Every visit |
| **Weed Killing:** | | |
| 16 | Apply professional weed killer to all paths, hard standings and car parks | Routinely |
| **Leaves:** | | |
| 17 | Clear all leaves on each visit during autumn / winter months, from all areas including paths, hard standings and car parks (October –December) | Every visit |
| **Litter picking & Moss clearing:** | | |
| 18 | From walkways and surrounding areas across the site;  Particular attention to area outside Ash Reception | Every visit |
| **Mowing area outside of the reptile fence (near proposed VET VMIC site):** | | |
| 19 | Mowing a strip around the low reptile fence | Every visit |
| **Mowing area inside and outside of the boundary fence:** | | |
| 20 | Mowing the areas inside and outside of the fence to ensure easy access for security team daily walking of the site perimeter | Every visit |
| **Mowing path to the Bridgemead Gas Meter from 1 Bridgmead:** | | |
| 21 | EMS team need to access the Gas Meter Unit located in BM field | Quarterly |