**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

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| **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  |