

AELWYD HOUSING ASSOCIATION LIMITED

STANDARD WORK SPECIFICATION FOR GARDENING & GROUND MAINTENANCE

SERVICES 2018/19

UPDATE AGREED 1 JUNE 2018 (Effective from 1 April 2018)

General

1. To undertake a visual check of the scheme at each visit, and to undertake all reasonable minor and tidying works directly.
2. To report any significant works required to the Housing Manager.
3. Where weather is inclement, and /or to allow for differential growing rates, and / or if an exceptional local situation dictates, then there is flexibility to amend the timing / schedule of visits. Any change of this nature must be agreed with the Housing Manager at the time.

List of Specifications

Specification Type	Area	Task	Frequency
A	Hard Areas - including car parks, footpaths, patios, fence-lines, decorative gravel	All litter deposits, leaves, arisings etc. to be disposed of and removed from site. Physical removal of weeds of more than 3" height.	3 Weekly from 1 April to 31 October Additional visits in November and February
		Spray with total weed killer.	Twice in season. First in May/June; second in August/September

A1	Hard Areas - including car parks, footpaths, patios, fence-lines	Spray with total weed killer.	Twice in season. First in May/June; second in August/September
		All litter, deposits, leaves, arisings etc. to be disposed of and removed from site.	Annually, during scheduled visit in July or August. Additional visits in November and February
B	Lawns	Mow to keep grass height below 2.5mm. Trim grass at edges and maintain edging. Apply herbicide to patches of weeds, scarify and reseed if needed. All litter, deposits, leaves, arisings etc. to be disposed of and removed from site.	3 Weekly from 1 April to 31 October
C	Shrub Beds	Hoe and remove all weeds as appropriate. Prune shrubs as appropriate. Rake and remove leaves as appropriate. Treat pests or diseases which threaten plants.	Twice in season. First in April/May; second in August/September
D	Wildflower Meadow	Strim, rake and remove all cuttings to retain weakness of soil. All litter, deposits, leaves, arisings etc. to be disposed of and removed from site.	Once in season - July/August. Leave untreated during remainder of growing season.
E	Hedges	Hoe and remove all weeds as appropriate.	Twice in season. First in April/May; second in August/September

		Trim hedge as appropriate and according to horticultural species.	
F	Flower Beds	Deadhead and remove suckers. Prune in order to maintain appearance and growth.	Annually, during November visit
		Hoe and remove all weeds. Treat pests and diseases which threaten plants.	Annually, during scheduled visit in July or August
G	Trees	Inspect condition of trees and refer any concerns to Housing Manager.	3 Weekly from 1 April to 31 October Additional visits in November and February

Schemes and Specifications (Refer to Current List of Scheme Contacts)

Scheme	Association Code / Cost Centre R20106	Specifications Which Apply (See Above)	Comments
Ainon Court, Walker Road, Splott, Cardiff, CF24 2EZ.	001/CAR1	A1,C,F	No grassed areas.
Mount Pleasant Court, Evelyn Road, Skewen, Neath, SA10 6NE.	002/SKE1	A,B,C,F,G	Includes hedges at front.
Plas Carmel, Graigwen Road, Graigwen, Pontypridd, CF37 2TX	003/PPR1	A,B,C,D,E,F,G	Excludes rose bed and garden to front of scheme. Residents maintain and plant flower beds.
Llys Bethania, Railway Terrace, Resolven, Neath, SA11 4HG	004/RES1	A,B,C,F,G	

Llys Caeglas, 1 Murray Street, Llanelli, SA15 1DZ	005/LLA1	A,B,C,F	Also includes front of Scheme Co-ordinator's House
Hafan Elim, North Street, Penydarren, Merthyr Tydfil, CF47 9HW	006/PDA1	A,B,C,D,G	
St David's Court, Withy Close, Magor, Newport, NP26 3LB	007/MAG1	A,B,C,E,G	Special attention to boundaries.
Splott Baptist Court, Railway Street, Splott, Cardiff, CF24 2EA	008/CAR2	A,B,C,E,F,G	
Llwyn Derw, Llwynypia Road, Tonypany, CF40 2EL	009/TPA1	A,B,C,E,G	
McIntyre Court, Commercial Street, Griffithstown, Pontypool, NP4 5DF	011/GRI1	A,B,C,E	
Bethany Court, Abertonllwyd Street, Treherbert, Rhondda Valley, CF42 5PJ	012/TRE1	A,B,C,F	
Llys Siloh, Llewellyn Street, Pentre, Rhondda Valley, CF41 7BQ	013/PTR1	A,B,C,E,F	
Tabernacle Court, Raglan Road, Hengoed, Caerphilly, CF82 7LY	014/HEN1	A,C,D,G	Wildflower meadow at rear
Cwrt Bethel, Lewis Street, Pontyclun, CF72 9HW	015/PCL1		Maintained by scheme gardener
Hill View, Penrhiwceiber Road, Miskin, Mountain Ash, Cynon Valley, CF45 3SG	016/MTA1	A,C,D,E,G	Wildflower meadow at rear
Bethany Close, Central Street, Ystrad Mynach, Caerphilly, CF82 7AR	017/YDM1	A,B,C	Include cutting back of plants on steep wall at rear.

Corban Court, Victoria Street, Abertillery, NP13 1PN	018/ABE1	A,B,C,E,G	
The Cedars, Birch Road, Underwood, Llanmartin, Newport, NP18 2JB	019/LMT1	A,B,C,E,F	
Bethel Place, Llangranog Road, Llanishen, Cardiff, CF14 5BP	020/CAR3	A,B,C,E	Residents maintain and plant flower beds.
New Chapel Court, Waun Road, Cwmbran, NP44 7JN	021/CWM1	A,B,C,E,G	
Separate Contract			
Willie Seager Cottages, Penylan Road, Penylan, Cardiff, CF23 5WS	WSC/WIL1	A,B,C,E,G	Excludes grass cutting to rear of Cottage 8.

Martin Hughes, Housing Manager, 1 June 2018