

HMP Berwyn, Wrexham

Specification Name

Soft Landscaping Maintenance

Specification Reference Number

1094

1094. Soft Landscaping Maintenance

1094.1 The Contractor shall provide a fully comprehensive Soft Landscaping Service at each Affected Property. The Service may be integrated with other external services. The Contractor shall maintain all external planted areas and shall ensure the maintenance of healthy and vigorous plants with a tidy weed free appearance. For the avoidance of doubt, the soft grounds maintenance shall include maintaining trees, hedges and grass cutting as well as plants and flowers. The Service shall also include the maintenance of ponds, lakes and external lightwells within each Affected Property.

1094.2 The Contractor shall ensure that a Tree Risk Assessment is completed at each Affected Property with trees. Particular attention should be given to trees and large shrubs adjoining the public highway, the occupied structures within the Affected Properties or external circulation routes. Risk assessments are to be completed by a Competent Person (Chartered Forester or other such suitably qualified professional) within the first year of the Contract Term and on such frequencies dictated by the initial risk assessment to ensure the safety of occupiers, visitors, trespassers and passersby. Particular attention should be paid to potential risks to young people.

1094.3 The Contractor shall undertake a survey to ascertain which trees are subject to Tree Preservation Orders (TPO's) and include details within the CAFM system. The Contractor shall manage any trees subject to TPO's and ensure that all necessary consents are obtained before undertaking any work.

1094.4 The Contractor shall provide a Horticultural Service in respect of the provision and maintenance of external planting in beds and containers. All plants shall be maintained so as to ensure a pleasing and tidy appearance. All plants and

shrubs shall be maintained so that they are in healthy growth. All plants and shrubs, which have died or appear to be dying shall be removed and replaced as soon as possible by a suitable, comparable replacement.

1094.5 The Contractor shall ensure generally that:

1094.5.1 All lawn type grassed areas are cut using a cylinder type mower with five or more cutting blades set to an approved height of cut to give a neat regular, even finish, free from ribbing, arisings are to remain on the ground.

1094.5.2 Box mowing, where indicated, is cut collecting arisings in a fitted box attachment on a roller type mower.

1094.5.3 Banks, small rough areas, around trees and obstructions, fence lines, etc., are mown and vertical edges are neatly trimmed by hand or suitable approved machines.

1094.5.4 All grassed areas to be maintained at a depth of no less than 20mm and no more than 60mm in height.

1094.5.5 All grassed areas are clear of litter and debris.

1094.5.6 Arisings from mown areas are collected at least fortnightly between April and October. More frequent collections may be requested by the Employer.

1094.5.7 Beds, borders, planters and rockeries are hoe/hand weeded, carefully forking out deep-rooted perennial weeds, and are kept weed free during all seasons.

1094.5.8 Hedges are trimmed to the base of the current year's growth to plumb, straight lines and even height profiles (as requested). The Contractor shall also clean out the hedge bottom to hedge width, including the removal of unwanted saplings and climbers. Flail type cutters are not permitted. Generally hedges shall be kept to below sight lines (1.5m in height and not more than 1m wide) at all times.

1094.5.9 Roses are deadheaded by cutting back growth to five buds on an ad hoc basis. Climbing and rambling roses are tied in. Vine eyes, wire and approved proof twine is supplied and fixed as necessary. Rose

sucker growths are carefully removed as they occur, to good horticultural practice.

1094.5.10 On an ad hoc basis all shrubs to planters and borders are pruned to maintain shape and vigour in the correct season for the shrub, including the removal of dead and diseased wood and tying in of wall and climbing plants, all to professional horticultural practice.

1094.5.11 Growth of trees, hedges, etc is controlled to ensure:

- (a) No damage, diseased or hanging branches.
- (b) No obstructions to paths, roads, walkways' CCTV.
- (c) No obstruction of light through windows.
- (d) No ivy within 2m of tree canopy, grass, buildings, CCTV or pylons.

1094.5.12 An approved combined pesticide/fungicide is supplied by the Contractor and applied, on an ad hoc basis, to combat insect attack, to roses strictly in accordance with the manufacturer's instructions.

1094.5.13 An approved selective weed killer is supplied by the Contractor and applied, on an ad hoc basis, to grassed areas to control weeds present in lawns. The Contractor shall take precautions to avoid drift and damage to adjacent vegetation.

1094.5.14 An approved selective insecticide is supplied by the Contractor and applied, on an ad hoc basis, to all grassed areas to control presence of harmful insect pests.

1094.5.15 An approved selective fungicide is supplied by the Contractor and applied, as necessary for cutting back overgrowth, to grassed areas to control the presence of harmful and unsightly fungi at all times.

1094.5.16 An approved total weed killer is supplied by the Contractor and applied, on an ad hoc basis to control weeds and debris, to control all weeds in hardstandings and gravelled areas, cracks and joints in roads, patches, kerbs, ducts, building bases, walls and the like, but not where shrubs and plants could be affected by drift or run off.

1094.5.17 It considers in every instance whether the use of any form of chemical (for uses including but not limited to fertilizer, pesticide and herbicide) is strictly necessary before application. The Contractor shall only use chemicals specifically approved for the purpose for which it is intended as dictated by the Control of Pesticides Regulations 1986 (as amended 1997) including any future amendments and the conditions of approval for the chemicals and any relevant code of practice issued by the Department for the Environment, Food and Rural Affairs. The Contractor shall ensure compliance with the Employer's policy on Greening Operations at all times.

1094.5.18 All chemicals shall be applied in accordance with manufacturers' instructions and in accordance with all relevant Health and Safety codes. Use of pesticides and artificial fertilisers shall be minimised, by for example switching to natural methods of controlling weeds, insects and fungi wherever possible and maintaining soil fertility.

1094.5.19 The Contractor shall whenever possible substitute all slow renewables, such as peat, with organic wastes such as compost, manure, leaf mould, bark chippings and coir. Additionally, the Contractor shall maintain the grounds of each Affected Property by using good husbandry and encouraging native flora and fauna.

1094.5.20 Hardstandings, roads, footpaths and patios are kept clear from rubbish, debris and leaves etc., at all times.

1094.5.21 All external soft landscaped areas are kept safe, clean and tidy. Planned Preventative Maintenance and Reactive Maintenance activities shall ensure that areas of soft landscaping and planting are safe, free of defects and present no dangers or hazards to the Employer or its staff.

1094.5.22 The Contractor will cut to a required height any trees, bushes shrubs or plants which are considered by the Employer to constitute a security hazard by providing shelter or a hiding place for persons or objects.

1094.6 The Contractor shall ensure during Autumn and Winter that:

- 1094.6.1 Leaves and all debris from all grassed areas, shrub beds, roads, paths, hardstandings, gravelled areas around buildings, etc., are raked up/swept up fortnightly to maintain all areas free from debris and leaves during all seasons.
- 1094.6.2 On an ad hoc basis shrub beds and planted areas including tree stations are hand forked, removing all weeds. Rose beds are lightly forked to avoid root damage, leaving beds with a neat even finish. Edges to lawns, paths, roads, etc., are half moon trimmed to straight lines and smooth areas. All beds to be maintained for a twelve (12) month period on a monthly basis.
- 1094.6.3 All young trees at each Affected Property are checked, and where necessary, tree stakes are supplied/fixed/adjusted and tied secured, and chaffing between stakes and ties avoided. The Contractor shall prune off water branches all to promote good crown formation. The Contractor shall carry out one annual prune each January and in March only for the first year of the Contract.
- 1094.6.4 Approved suitable cones, stakes, birch twigs, ties and rings are supplied by the Contractor and erected, when instructed by the Employer, to support herbaceous plants in beds and borders. Periodical tying, cutting down dead stems is carried out including and dismantling and storing plant supports.
- 1094.6.5 A proprietary rose fertiliser is supplied by the Contractor and applied, on two (2) occasions during Spring, to all roses when instructed by the Employer.
- 1094.6.6 Dead plants/trees are replaced and seasonal bedding plants are pruned on request by the Employer's Representative. Requests for this Work will be on an Ad Hoc basis with costs agreed with the Employer prior to the Work commencing.
- 1094.6.7 Selective weed killer is applied to pebble and gravel areas as necessary.
- 1094.6.8 Total weed killer is applied to fence lines, moat areas; dead weeds to ramps, moats and lightwells are removed on an ad hoc basis when instructed by the Employer. Trees pruned annually.

1094.6.9 Weeds growing in pathways, flower tubs, beds, etc., removed, as necessary, and arisings carted from the Affected Property.

1094.6.10 Hardstanding areas are swept, as necessary, and debris removed.

1094.6.11 Tree ties are replaced as required.

1094.6.12 All external signs are inspected twice a year, and kept:

(a) Free from dirt and smears.

(b) Not obstructed by trees, bushes or plants.

(c) Readable from 20m distance in daylight.

1094.6.13 Garden furniture is to be preserved, clean and useable as necessary.

1094.7 The Contractor shall ensure on an ad hoc basis when instructed by the Employer, in respect of planters, that:

1094.7.1 Careful watering is carried out to ensure that the soil is wetted to full depth to near saturation during dry conditions, up to ten (10) occasions, using hand held watering equipment if necessary.

1094.7.2 Sterilised bone meal is supplied by the Contractor and applied to planters in two applications, one Spring and one Autumn.

1094.7.3 All pots/containers are cleaned and replaced where necessary.

1094.7.4 All debris arising from the performance of the Works shall promptly be removed from the Affected Property and disposed of in a manner having a lower adverse impact on the environment.