

<u>COMMUNAL CLEANING & GROUNDS MAINTENANCE</u> <u>Specification Summary for Residents</u>

Name of Estate: 11-21 Mintern St

Address: 3 Bridport Place, Mintern St, N1 5LW

Relevant information

Bin collection day: ____

Bins to be rotated on; ____EACH VISIT__

Frequency of attendance by the contractor: _ Once a week

Days for attendance by the Neighbourhood Services Officer: Tuesday

Part A Core Service

Description of core tasks and works required	Frequency
Litter removal from communal areas, grassed areas & shrubs To litter pick and sweep this area and ensure they are	Each visit
100% debris free and remove all debris from site	
Graffiti and chewing gum removal Racist, sexist, homophobic or offensive graffiti to be removed within 24 hours of being noticed. Other graffiti to be removed within 10 working days	To be checked at each visit
Security of tank and meter rooms Ensure the doors to these rooms are securely closed and not been vandalised. Any vandalism to be reported to ISHA's repairs team. Ensure the intake room is tidy and free of residents' belongings and clutter.	Each Visit
Cleanliness of windows Clean all glass and cills to communal windows and doors, inside and outside	4 Times a year
Cleanliness of ledges & window cills Damp wiping of communal doors & furniture, ironmongery, light switches, balustrades, hand rails, entry control panels, bin shoot doors, skirting, ledges and remove any marks on the lower walls	Each visit
Cleanliness of light fittings & working condition Clean light fittings, covers, and shades including removing bugs from inside when defective bulbs are being changed	As required
Sweeping & washing of communal stairs & landings. Washing down of tiles and painted walls Sweeping and litter picking all internal surfaces and ensure they are 100% debris free. Mopping washing and disinfecting communal halls, lobbies, landings and stairs. Remove all cobwebs and hanging dust at high and low level within each block, landings, corridors, stairwells.	Each visit
Entrance halls and lobbies Mopping washing and disinfecting communal halls, lobbies, landings and stairs. Cleaning debris from communal mats.	Each visit
Handrails, ledges and banister rails Damp wiping of ironmongery, light switches, balustrades,	Once a week (to be done at

hand rails, entry control panels, bin shoot doors, skirting, ledges and remove any marks on the lower walls same time as mopping) Cleanliness of walls in communal areas Damp wiping of skirting, ledges and remove any marks on the lower walls Once a week Bin chambers, Rubbish Chutes & Communal Bins Check bins for rotation at each visit and move as required. Leave bin areas clean, jet wash as required. Clean Communal bins twice yearly. Check chutes and hoppers and remove any blockages. Each visit Security and tidiness of intake rooms and dry stores Ensure the doors to these rooms are securely closed and not been vandalised. Any vandalism to be reported to ISHA's repairs team. Ensure the intake room is tidy and free of residents' belongings and clutter. Each Visit Car Parking areas to be cleaned and left debris and weed free. Each Visit Paths, courtyards, roadways and all other areas of hard landscaping to be weeded and treated with weed sprayer in accordance with horticultural best practice Fortnightly in Season (April to Season or as directed by ISHA Crounds Maintenance – weed clearance around borders and ledges To be weeded and treated with weed sprayer in accordance with horticultural best practice Twice a month or as directed by ISHA Crounds Maintenance – shrub bed & hedge maintenance Twice a month or as directed by ISHA Crounds Maintenance – shrub bed & hedge maintenance Twice a month or as directed by ISHA Part B As and When Required Memore plants binches do not cause a hazerd including: where plants bo be cleared and removed at the end each vis		
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annually or twice yearly as set out in Schedule.	
Out of Hours Cleaning	As and When Required
(Attendance 24 hours a day, 7 days a week, 365 days a year)	
To attend within 4 hours (max) any site in the contract area to clean up any blood, excrement, hazardous waste etc.	