



COMMUNAL CLEANING & GROUNDS MAINTENANCE
Schedule Summary for Residents

Name of Estate: Celebration Way

Address: Jacks Farm Way LONDON E4 9AE

Relevant information

Bin collection day: _____ Monday _____

Bins to be rotated on; _____ EACH VISIT _____

Frequency of attendance by the contractor: _ Tuesday

Days for attendance by the Neighbourhood Officer: ____ Monday/Wednesday/Friday

Part A Core Service

Description of core tasks and works required	Frequency
Litter removal from communal areas, grassed areas & shrubs <i>To litter pick and sweep this area and ensure they are 100% debris free and remove all debris from site</i>	Each visit
Paths, roadways & courtyards <i>Paths, courtyards, roadways and all other areas of hard landscaping to be weeded and treated with weed sprayer in accordance with horticultural best practice</i>	Each Visit
Grounds Maintenance – grassed areas <i>Grassed areas to be mowed up to paving, fencing or other boundaries and lawn edges trimmed (any litter to be removed before the grass is cut). The grass to be left even in appearance. Grass cuttings to be removed immediately from site.</i>	Fortnightly in Season (April to September) , Monthly out of Season or as directed by ISHA
Grounds Maintenance – weed clearance around borders and hedges <i>To be weeded and treated with weed sprayer in accordance with horticultural best practice</i>	Twice a month or as directed by ISHA
Grounds Maintenance - shrub bed & hedge maintenance <i>To be cut evenly and the shape of the hedge maintained unless there is good reason to vary the standard. All clippings and waste removed from site. Shrubs to be pruned when/where appropriate to stimulate healthy growth. Corrective pruning to take place to ensure that plants/shrubs do not cause a hazard including: where plants encroach over paths or lawns, or where climbing/tall plants block light or flues/vents. All leaves cuttings and dead plants to be cleared and removed at the end each visit.</i>	Twice a month or as directed by ISHA
Part B As and When Required	
Communal Tree Maintenance	As and when required or upon direction by ISHA

<p><i>All works to trees must be subject to an instruction from the Client. And in accordance with Section 5 of M3NHF Schedule.</i></p>	
<p>Remove Bulk Refuse and Fly Tipping <i>To remove any bulk refuse as and when required, upon instruction from the client. To report fly tipping to ISHA immediately, tidy the area so it's ready for collection</i></p>	<p>As and when required</p>
<p>Communal Repair Reporting <i>To report to ISHA and communal repairs, particularly involving Health & Safety issues</i></p>	<p>Each Visit</p>
<p>Out of Hours Cleaning <i>(Attendance 24 hours a day, 7 days a week, 365 days a year)</i> <i>To attend within 4 hours (max) any site in the contract area to clean up any blood, excrement, hazardous waste etc.</i></p>	<p>As and When Required</p>