

# North East Area Council Home Grown Apprentices Team

## STANDARD WORK SPECIFICATIONS

### BILL NUMBER 1

#### Responsive Service Specifications

##### 1.1 General

The Contractor shall provide a responsive service to for improvements in the Parks of the North East Area Council as per the enclosed examples. Please note this list is not exhaustive and there may be other functions required of a similar nature.

##### 1.2 Vegetation Clearance

The Contractor shall cut down, grub up stumps, collect and remove to an approved tip in areas directed by the Supervising officer, all , bushes, scrub, long grass and weeds as indicated and in the job order and not specifically scheduled for retention, to leave a clean surface.

##### 1.3 Removal of Epicormic Growth and Suckers

Description: Epicormic growth is twiggy shoot growth which appears to grow from the bark surface and which grows on some species of trees notably lime and sycamore. It often grows from the base or on the stem or in the crown as a reaction to heavy pruning.

Reason: This growth, particularly around the base of the tree can cause an obstruction where it is close to footpaths, driveways or the road. Also it may be removed for aesthetic reasons. This type of maintenance will often have to be done annually as the shoots soon regrow.

Specification: Epicormic growth less that 20mm in diameter should be pruned cleanly back to its point of origin, avoiding damaging the bark of the tree. Growth greater than 20mm should be cut back to avoid damage to the branch bark ridge and collar. This must be carried out using a sharp handsaw or secateurs. On no account should a chainsaw be used in this operation. All shoots must be removed back to but not into the branch collar leaving no projections or exaggerating the size of the wound

##### 1.4 Hedge cutting

The Supervising Officer will instruct the Contractor as when which hedges require this operation.

### **Key Aims**

- To provide neatly clipped hedges which are weed free.
- To prevent hedges affecting footpaths or vision splays.

### **1.5 Equipment**

- a) The Contractor will use sharp secateurs, shears, or hand held reciprocating mechanical cutters to cut the hedge. Permission from the Authorised Officer is to be obtained if the Contractor wishes to use any other type of equipment.
- b) All equipment is to be kept sharpened to achieve a neat clean cut; any chewed or torn growth will not be accepted.

### **1.6 Method of Cutting**

- a) Cutting will be to remove current seasons growth, so as to encourage a stable hedge with a straight level even appearance to top, sides and ends.
- b) The hedge is to be cut back to the same height, width and general shape as that which existed at the completion of the last approved cut,
- c) All arising's, including clippings lodged in the hedge will be cleared from site at the end of each working day and disposed of to an approved disposal site.
- d) Any rogue plants, such as elderberry, are to be completely removed

### **1.7 Stimming of Grassed Areas**

The Contractor shall strim back vegetation within the specified area to obtain a height of 100mm to 150mm over the whole area. Any weed growth, such as nettles, from adjoining properties/land that overhangs the grass areas indicated is to be cut back flush to the boundary on each occasion.

On no account are strimmer's to be used directly adjacent to trees, shrubs or other features and the Contractor should make provision for hand cutting these areas

Prior to stimming, the Contractor is to inspect the site and ensure all litter, branches and other debris is removed to an approved disposal site. Any litter strimmed over is to be cleared by the Contractor before leaving the site. Failure to do so will be considered a "default" in performance.

The machinery being used is to be of an appropriate type and size for the area being cut, all persons operating such machinery will have been properly trained and competent in its use

Any grass clippings falling on adjacent hard surfaced areas or beds shall be swept back onto the grassed area at the time of cutting.

## **1.8 Painting**

### **Metal Work General /Preparation**

The Contractor shall remove any loose unsound coatings. Feather back to a firm adhered perimeter and abrade any remaining areas.

Finish

- Apply 1 coat of primer and allow to dry;
- Apply 2 undercoats and one finishing of gloss paint to general surfaces.

### **External Wood General and Preparation**

The contractor shall rub down the surfaces to an appropriate level removing any loose unsound coatings. Where necessary, rotten wood should be cut out and treated replacement used.

Where required, filler to be used and surface rubbed down to give smooth finish.

Finish

- 1 coat primer on bare timber and 2 undercoats, previously painted, 2 undercoats;• 1 top coat

**BILL NUMBER 2**

**Shrub Bed Maintenance Specification**

The frequency of the treatment will be set out in the Bills of Quantities

**2.1 Weed control in Shrub areas**

Shrub areas shall be hoed, forked or hand weeded as appropriate to keep areas clear of weeds, avoiding damage to shrubs and disturbance to their root systems. Weeding shall be such as to destroy all small weeds and to collect and remove from site all large weeds (together with their roots), leaving the soil surface in an even tilth.

Collect and remove to tip all litter and debris in shrub areas

Herbicide treatment is not permitted

**2.2 Pruning**

All shrubs, roses, etc. are to be pruned in a manner and at a time suited to their species, their location and to prevent them restricting footpaths and sightlines.

Cuts shall be made using clean sharp implements. Mechanical hedge cutters are not to be used without prior approval from the Supervising Officer.

**2.3 Grass Edging**

Grass Edging shall be cut by hand or approved mechanical implement to maintain, vertical trimmed edge.

**2.4 Winter maintenance**

Shrub beds are to receive a thorough reshaping prune as part of their winter maintenance, completed between November and February