



## **Grounds Maintenance Specification**

**April 2020-March 2021**

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## Introduction

This specification refers to grounds maintenance operations at the parks, open spaces and cemeteries listed in Appendix 1. Work will be undertaken by Lambeth Landscapes, part of Lambeth's Environment and Streetscene Division.

Questions or concerns over grounds maintenance operations within Lambeth's parks and open spaces should be directed to:

Web: [lambeth.gov.uk/forms/parks-enquiries](http://lambeth.gov.uk/forms/parks-enquiries)

Email: [parks@lambeth.gov.uk](mailto:parks@lambeth.gov.uk)

Tel: 020 7926 9000

## RHS Standards

Within the specification where references are made to RHS standards, work will be performed as detailed within: *RHS Pruning & Training*. ISBN Number: 9781405315265.

## Performance Management and Key Performance Indicators

This document is publicly available and we invite Friends groups and other stakeholders to use it for performance monitoring purposes. Lambeth Landscapes' Operations Managers and Supervisors will follow a scheduled and ad-hoc inspection regime to ensure all aspects of the specification are being met, and this will be supplemented by inspections from other officers as appropriate. In addition, the following Key Performance Indicators will be monitored against targets on an ongoing basis:

No.	Key Performance Indicator	Target 20/21	Data capture/source
1	Number of Green Flags awarded (all categories)	17	Keep Britain Tidy
2	London in Bloom – Silver Gilt and Gold awards	14	London in Bloom
3	Number of Stage 1 complaints upheld	<30	Internal records
4	Number of Stage 2 complaints received	<4	Internal records
5	Satisfaction levels – users considering Lambeth's parks to be good or excellent overall	75%	Face-to-face and online surveys
6	Income generated (within parks budget only, excludes events and sports income)	£350,000	Accounting systems
7	External grants successfully applied for	4	Internal records
8	Volunteer hours (commercial groups and organised activities within parks)	550	Internal records and from stakeholders
9	Carbon footprint from vehicle fleet	<150 tonnes	Internal records
10	Percentage of local wildlife sites being positively managed for biodiversity (national KPI)	80%	Internal records
11	Area of land managed by Lambeth Landscapes primarily for nature conservation	25%	GIS assessment
12	Staffing levels	90%	Establishment data
14	NI195 (detritus). Transects surveyed at B- or C	<10%	Internal and external tranche surveys

# LAMBETH PARKS, OPEN SPACES AND CEMETERIES GROUNDS MAINTENANCE SPECIFICATION

No.	Key Performance Indicator	Target 20/21	Data capture/source
15	NI195 (fly-posting). Transects surveyed at B- or C	<10%	Internal and external tranche surveys
16	NI195 (graffiti). Transects surveyed at B- or C	<10%	Internal and external tranche surveys
17	NI195 (litter). Transects surveyed at B- or C	<10%	Internal and external tranche surveys
18	Play area repairs classified as 'immediate risk' addressed as advised on the same day as notified	100%	Internal database
19	Play area repairs classified as 'high risk' addressed as advised within the recommended three months	90%	Internal database

These KPIs have been chosen to give a broad representation of the service and because the data are relatively easy to monitor and collect. A benchmarking exercise identified a large number of potential measures and these were reduced to provide a practical list which wouldn't represent an unachievable burden on reduced staff resources. The KPIs are intended to measure outcomes.

All performance data behind the KPIs will be compiled and made available as quarterly and annual reports. Officers will review and assess success in meeting targets and develop an action plan where targets are not being met. As all data will be openly provided to the Parks Forum and Friends groups it is anticipated that Friends groups and Management Advisory Committees will be involved in reviewing performance. Qualitative data will also be derived and published from KPI 5 (user satisfaction).

Where comparative external data can be obtained, benchmarking will take place and be included within performance reports. The collection of data will vary by KPI, but where park-specific data is collected, this will be compiled in the quarterly and annual monitoring reports.

In terms of KPI 3, the council only upholds complaints if there has been a recognisable failure in service delivery. Where expectations exceed our specification or issues are not within the remit of Parks, concerns would not be upheld as a complaint. Complaints analysis will form part of the performance monitoring work with the aim of identifying trends or underlying themes and exploring what can be done to prevent future complaints arising (where resources permit).

## Section 1 – Grass Management

### Desired outcomes:

- Well-maintained amenity grassland, kept short throughout the year
- Appropriately managed sports pitches
- A significant increase in the area of grassland managed for biodiversity.

### Service outputs:

#### 1.1

So far as is reasonably practical, all litter and debris will be removed in advance of mowing operations.

#### 1.2

All reasonable care will be taken to avoid damage to ground, grass sward, emerging bulbs, trees, features, furniture or infrastructure during mowing.

#### 1.3

Close mowing or strimming will take place around all furniture, features and obstructions, including tree protection guards, in order to produce a consistent height of cut.

#### 1.4

Soft grass edges will be trimmed flush with their defined edge and reformed as necessary each time they are strimmed.

#### 1.5

Any mown litter and debris will be removed shortly after completion, so far as is practical. Paths and hardstanding areas will be left free of grass clippings on completion of cutting.

#### 1.6

All mowing and strimming will be completed within two working days at any given location with the exception of Clapham Common, Brockwell Park and Cemeteries where their size does not permit this – these will all be done in a timely manner.

#### 1.7

All amenity grass will be cut a minimum of 10 times throughout the year. Between April and September sites will be cut at least monthly, unless there is prolonged dry weather when cutting frequencies will be reduced.

#### 1.8

Between 1 October and 31 March, weather permitting, amenity grass will be cut at least twice.

#### 1.9

Grass surfaces will be mown to a consistent height, with clippings evenly dispersed across the mown area or mulched within the sward. Mulching configurations will be used wherever possible.

1.10

Naturalised bulb areas will be mown and maintained as amenity grass once bulb foliage has fully died back.

1.11

Rough and meadow grass scheduled for a yearly cut will be mown once annually, between 1 September and 31 October each year. All grass clippings will be collected and removed within seven days of cutting. The arisings will either be composted or used for energy production.

1.12

Additional ad-hoc cuts will be made where necessary in response to safety or other concerns.

1.13

Areas of rough and meadow grass subject to annual or infrequent cutting which border paths or internal roadways will be clearly demarcated to indicate they are part of an active management regime. This will be achieved using a border strip of between 30cm and one metre in width, which will be maintained as amenity grass and mown approximately monthly between 1 April and 30 September. In certain circumstances, and in agreement with Friends groups, no margin will be left, for example where wildflower areas are relatively small, or there is the risk of damage to sensitive species, fruit bushes or other features.

1.14

Differentiated cutting regimes will be discussed and agreed with key stakeholders on an ongoing basis. There will be a presumption in favour of maximising the area of land managed for nature conservation. As well as environmental benefits this will allow the reduced resources to be focused more intensively on the key areas of amenity grass, ensuring a higher frequency of cutting. It may be that some areas are cut two or three times a year; or small areas cut every two years on rotation to enable maximum benefits for invertebrates. Some areas may also be left permanently uncut. Cutting regimes will be reviewed with key stakeholders at least annually and immediate changes will be made if circumstances dictate. The successful trial of a non-intervention area in Brockwell Park during 2018 has resulted in the decision to leave both conservation areas uncut on a permanent basis. The conservation areas on Clapham Common will also be left permanently uncut in order to maximise benefits for wildlife.

1.15

For each site where the grass-cutting regime has been fully reviewed, detailed maps will be produced and provided to key stakeholder groups.

1.16

Highway verges will be cut monthly between March and October (conditions permitting) unless they have been created or designated as wildflower verges, in which case they will be cut annually in autumn and the cuttings removed.

1.17

Cemeteries will, in the main, be cut under three different regimes. High profile areas will be cut to a very high frequency with mulching push mowers to create a quality finish. During the main growing season these areas will be cut weekly, and during the rest of the year they will be cut fortnightly, ground conditions permitting. High profile areas include entrances and crematorium grounds.

The bulk of the cemeteries will be cut on a five to seven week cycle, the exact length of which will be dependent on ground conditions and the weather. The cutting period will cover March to December, ground conditions permitting.

Lambeth's cemeteries all date from the nineteenth century and some areas still contain densely packed Victorian graves with no or very few graves still visited by living relatives. This applies to certain areas within West Norwood Cemetery and Streatham Cemetery. The reduction in resources and the desire to manage our sites to increase biodiversity where possible, means that it makes sense to manage these areas for wildlife and cut them on an infrequent basis. At both sites the wildlife areas will be cut annually in late autumn/early winter. All areas managed for wildlife will be marked with signs and a register will be kept of visited graves. Access to these graves will be cut as part of the regular cutting cycle. A verge of approximately 50cm to one metre in width will also be cut as part of the regular cycle where wildlife areas border internal roadways.

## Section 2 – Waste Management

### Desired outcomes:

- The removal of litter and detritus in line with legal requirements.

### Service Outputs

#### 2.1

Legal obligations for keeping land clear of litter and other waste are set out in the 2006 Code of Practice on Litter and Refuse (CoP). The CoP requires local authorities to zone their land as high, medium or low intensity of use and manage sites accordingly to designated standards and response times. The specification is summarised below and a list of sites with their classification is provided in Appendix 1. Some larger sites have split zoning and maps are included within Appendix 1. Some sites are cleaned by Veolia as part of Lambeth's waste services contract and details are also provided in Appendix 1. Shrub beds and woodland areas are mostly treated as low intensity of use areas. The aim is to empty litter bins at sufficient frequencies to prevent them overflowing, whatever the use category of the site they are located in.

	High intensity use	Medium intensity use	Low intensity use
Peak season (1 April-30 September)*	Once a day (Monday-Sunday)	Three times a week (Monday, Wednesday, Friday)	Once a week
Low season (1 October-31 March)	Once a day (Monday-Friday)	Once a week	Once a month
Maximum response time to restore to grade A standard if it falls below grade B	<b>1/2 a day</b> This means by 6pm if reported before 1pm or by 1pm the next duty day if reported between 1pm and 6pm on the previous day	<b>1 day</b> This means by 6pm the following day	<b>14 days</b>
Grade A definition	No litter or refuse		
Grade B definition	Predominately free of litter and refuse apart from some small items		
Grade C definition	Widespread distribution of litter and/or refuse with minor accumulations		
Grade D definition	Heavily affected by litter and/or refuse with significant accumulations		

\* Peak season may be extended on a small number of very high usage sites such as Brockwell Park and Clapham Common.

#### 2.2

Bagged litter will be placed into vehicles and removed from site, or left next to litter bins for removal on the same day. Waste will then be stored in appropriate refuse containers in areas to which the public do not have access. In larger parks waste will also be collected directly from bulk wheeled bins located in areas of high footfall. All waste is disposed of via Western Riverside Waste Authority and is sent to a modern energy-from-waste facility in the London

Borough of Bexley. The site generates electricity for the National Grid and all solid outputs (metal and ash) are reused or recycled into usable products.

### 2.3

All vegetative waste removed from site will, wherever possible and subject to capacity, be separately shredded and composted, with the exception of certain pernicious or scheduled weeds.

### 2.4

Fly-tipped waste will be removed for disposal within 48 hours of being reported and will be disposed of at Western Riverside Waste Authority transfer stations. Wherever possible fly-tipped waste will be separated for recycling at the transfer station.

### 2.5

Syringes and sharps will be collected and placed immediately into purpose made sharps containers and disposed of as clinical waste. All such drug-related paraphernalia will be removed within 48 hours of a report being received.

### 2.6

All litter bins with accumulated residue will be jet-washed inside and out at least once every two years. Bins will generally be emptied in accordance with the litter-picking zones in which they are situated. However, scheduling will aim to ensure that all litter bins are emptied with sufficient frequency to prevent them overflowing. At sites without static park attendants emptying bins more than once a day will not be possible.

### 2.7

Accumulations of leaves, vegetative matter and detritus will be cleared and composted. Paths and roadways, where access permits, within the following parks are scheduled to be mechanically swept at least once a month: Agnes Riley Gardens, Archbishop's Park, Brockwell Park, Clapham Common (including play areas), Hillside Gardens, Kennington Park, Larkhall Park, Loughborough Park, Max Roach Park, Myatt's Fields Park, Norwood Park, Old Paradise Gardens, Rush Common, Ruskin Park, Streatham Common, Streatham Vale, Tivoli Park, Vauxhall Park and Vauxhall Pleasure Gardens. Metalled roads in all three cemeteries will be mechanically swept at least once every three months.

### 2.8

Accumulations of leaves will be cleared as part of a scheduled programme over the autumn/winter period to prevent detriment to grass or planted areas. Seasonal leaf clearance will be completed by the last day of February each year. Clearance may involve mulching the leaves in situ with ride-on mowers at those locations where this technique is able to produce a satisfactory result.

### 2.9

In order to manage litter on the larger sites, 1100 litre wheeled bins will be placed out at strategic locations between 1 April and 31 October, and in some areas all year round. The existing stock is currently being refurbished so that all bins are of a standard colour (RAL 6008 'browngreen') and clearly labelled for public use. Bins will be left with lids open for ease of use.



2.10

Recycling bins have been placed into a number of parks and a separate recycling run is made every other week throughout with the dustcart. All recyclables will be tipped separately at Western Riverside Waste Authority. Lids will be locked to try and reduce contamination and flaps will be left open to make the bins easier to use.

2.11

A Parks Waste Management Action Plan is being implemented and a range of trials and education campaigns may be initiated to encourage users to take greater responsibility for their litter. This may include removing litter bins at one or two sites or moving all litter bins to the periphery of sites. Any changes will involve consultation with key stakeholders and will be combined with an education and awareness campaign.

2.12

A Parks Enforcement Plan is being developed and includes a range of measures to try and reduce littering, dog fouling and anti-social behaviour. This will be consulted on with key stakeholders before any initiatives are implemented.

## Section 3 – Herbaceous Beds

### Desired outcomes:

- Providing vibrant and colourful horticultural features
- Achieving wildlife benefits through the provision of native, nectar-rich plants.

### Service Outputs

#### 3.1

Herbaceous and mixed beds will be attended monthly to remove weeds and control any invasive or fast-spreading plants as appropriate. The soil surface will be cultivated to prevent soil capping.

#### 3.2

Soil structure and soil fertility improvement will be undertaken as necessary to maintain plant health.

#### 3.3

Plant division, pruning, staking, irrigation and dead-heading will be carried out as necessary to maintain plant vigour and in accordance with good horticultural practice.

#### 3.4

No chemical methods will be used to control pests and diseases. No chemical methods will be used to control pests and diseases except in extreme circumstances (and will be subject to senior management approval), otherwise serious infestations will be dealt with by removing diseased plants and replanting at an appropriate time.

#### 3.5

Beds will be mulched at least every two years during the winter with appropriate organic material. Mulch will be applied to a depth of no less than 50mm by 31 March each year.

#### 3.6

All vegetative waste will be removed for composting (please see Section 16 for more detail).

#### 3.7

As the opportunity arises, existing plants will be replaced with native, nectar-rich, drought-resistant species.

## Section 4 – Shrub and Hedge Maintenance

### Desired outcome:

- Well-managed specimen ornamental shrubs, hedges, shrub beds and climbing shrubs.

### Service Outputs

#### 4.1

All shrubs, hedges and climbing shrubs will be pruned and maintained according to species requirements, RHS standards and by avoiding forms and shapes unrepresentative of the species.

#### 4.2

Soil structure improvement and fertility improvement will be undertaken as necessary to maintain plant health.

#### 4.3

Weeds within shrub beds will be managed in accordance with Lambeth's Integrated Pest Management Policy and herbicides will not be used except in extreme circumstances. Selected shrub beds will receive a winter application of a suitable mulch to suppress weed growth and supplementary hand weeding will take place as required. It won't be possible to maintain all shrub beds in a completely weed-free condition, however the aim will be for at least two visits during the growing season which will include weeding. Involvement from Friends groups and volunteers will be welcomed and encouraged in order to increase maintenance interventions.

#### 4.4

Dead or diseased shrubs will be removed as part of the annual winter maintenance programme. Friends groups will be consulted on any significant changes proposed.

#### 4.5

Climbing shrubs will be securely tied to the supporting structure or wall using appropriate fixing methods. Supporting structures including pergolas, arbors, and wire supports will be maintained in a secure condition. This work will form part of the winter maintenance programme and supplementary work during the growing season will vary between sites depending on the resources available. For sites with dedicated gardeners ties and other fixing methods will be checked regularly through the year. For other sites there will be at least one comprehensive check and maintenance session during the growing season.

#### 4.6

Mature shrubs or those which have outgrown their position will be coppiced or reduced as appropriate – not exceeding 10 per cent of any area of shrub planting each year.

#### 4.7

Areas of shrubs which are identified as regularly being used for anti-social behaviour will be cleared and removed, preferably as part of the winter maintenance programme. The work will take place at other times of year if the need is urgent and resources can be diverted without

impacting on other core areas of the specification.

4.8

All formal hedges will be evenly cut level and close clipped on the top and on all elevations. Hedges will be maintained to an appropriate height and to a uniform or tapering width, and will not exceed the width of the hedge at its lowest point. Maintenance will form part of the winter programme, with supplementary trimming during the growing period where growth is impeding access or causing a safety issue. All hedges will receive at least one supplementary trim during the growing season.

4.9

Hedge bases will be maintained free of weeds through manual weeding and mulching wherever possible.

4.10

All hedge clippings will be removed for composting.

4.11

All hard and soft grass edges will be trimmed flush with their defined edge.

## Section 5 – Rose Beds

### Desired outcome:

- Appropriately managed species, hybrid, floribunda, climbing and rambling roses.

### Service outputs

#### 5.1

All roses will be maintained and pruned according to good horticultural practice and RHS standards.

#### 5.2

On sites with dedicated gardeners the following outputs in 5.3 to 5.9 will be undertaken on a regular basis. On sites without dedicated gardeners the aim will be to try and work with Friends groups to implement an appropriate maintenance regime using a combination of scheduled visits from Lambeth Landscapes staff and volunteer input. On any sites where it is not possible to ensure an appropriate maintenance regime rose beds may be replaced with lower-maintenance features such as herbaceous perennials, wildflower sowings or grass.

#### 5.3

Dead-heading will be undertaken as required to maintain plant vigour and according to good horticultural practice.

#### 5.4

Plants will have root stock suckers and stem suckers removed regularly.

#### 5.5

Climbing and rambling roses will be securely tied to their supporting structure or wall using appropriate purpose made fixings.

#### 5.6

Beds will be mulched annually with an appropriate organic material to a minimum depth of 50mm.

#### 5.7

All rose beds in cemeteries will be attended at least fortnightly for all maintenance purposes and will be weeded on each occasion.

#### 5.8

All dead or inappropriate plants will be removed for composting.

#### 5.9

Soil structure improvement and fertility improvement will be undertaken as necessary to maintain plant health.

## Section 6 – Ornamental Gardens

### Desired outcome:

- Dedicated staffing and the maintenance of traditional gardens as areas of high quality horticulture. The gardens will contain a mix of roses, herbaceous perennials, bulbs, ornamental grasses and hedging, specimen shrubs and ornamental trees, managed in accordance with the appropriate section of the specification and professional horticultural practice.

### Service outputs

#### 6.1

Qualified gardeners will be provided as full-time and dedicated staff from Monday to Friday each week in the following locations:

- Kennington Park Flower Garden
- Brockwell Park Walled Garden
- Vauxhall Park ornamental and lavender gardens.

#### 6.2

Any surplus time will be spent on additional gardening duties within the parks the staff are based in.

#### 6.3

Seasonal bedding will not be used and the gardens will feature herbaceous perennials, ornamental grasses, shrubs and bulbs.

#### 6.4

In terms of species choice there will be a presumption for native, nectar-rich and drought-tolerant species.

## Section 7 – Naturalised Areas

### Desired outcomes:

- Selected sites or areas within specific parks and open spaces will be managed for the benefit of nature conservation, landscape character and biological diversity.
- Where possible these sites or areas will also be managed to facilitate public access and for educational purposes.
- These sites will be managed in accordance with the London Borough of Lambeth's Biodiversity Action Plan (LamBAP) and Local Management Plans produced for specific sites.

### Service Outputs

#### 7.1

Naturalised grass areas will, in the main, be cut and maintained as 'meadow grassland'. Grass will be mown on one occasion, to a height of 50mm, between 1 July and 31 October each year, as per section 1.14. The grass-cutting regimes for all parks will be reviewed with the aim of increasing areas managed for biodiversity. For more detail see Section 1: *Grass Management*

#### 7.2

Weeds classified as 'noxious' or 'invasive' (e.g. Japanese Knotweed, Giant Hogweed) will be removed and eradicated from all naturalised areas, using appropriate techniques.

#### 7.3

Woodland areas will be managed as 'ecological woodland habitat' for which an annual programme of work will be set by the Environmental Compliance Officer.

#### 7.4

All naturalised areas will be kept free of litter and fly-tipped waste in accordance with Section 2: *Waste Management*.

#### 7.5

Firebreaks will be maintained at sites to reduce the risk of fire where this is deemed reasonably practicable.

#### **7.6 Woodlands – Clapham Common, Streatham Common, Unigate Wood, Eardley Road Sidings, Knight's Hill Wood.**

All established pathways and boundaries will be kept clear of obstructions up to a height of two metres through an annual winter programme. In addition, paths will also be checked and cleared of overhanging brambles and any other obstructions at least twice between 1 April and 31 September.

#### **7.7 Wetlands – Clapham Common, Brockwell Park, Ruskin Park, Agnes Riley Gardens, Tivoli Park**

All bodies of water, islands (floating and static) and surrounds will be kept free of litter, waste and detritus including fishing tackle. Sites will be checked in accordance with Section 2: *Waste*

*Management.*

7.8

All water channels and culverts will be inspected weekly and will be kept clear of obstructions, debris, silt and weeds as required with at least two scheduled full maintenance visits per annum. The aim will be to supplement these visits with additional sessions provided by volunteers or Community Payback groups.

7.9

Aquatic and marginal plants will be maintained as appropriate to species requirements to ensure good plant health. Dead, diseased or inappropriate plant species will be removed on a regular basis or as required.

7.10

Oxygen degradation will be prevented by the control and removal of vegetative matter such as leaf litter. Algae will be controlled by cultural or mechanical methods.

7.11

All aquatic weed species will be controlled by non-chemical means.



## Section 8 – Sapling and Minor Tree Maintenance

### Desired outcome:

- The successful establishment of sapling and semi-mature trees through the application of good horticultural and arboricultural practice and standards.

### Service outputs

#### 8.1

It is intended that all tree wells for trees less than three years old will be maintained as circular or square pits with a 50-100cm diameter, and will be mulched annually during autumn/winter to a minimum depth of 50mm either with one-year old chippings or self-produced soil conditioner. However, limited staff resources mean that it will take time before this can be achieved and in some areas may be reliant on volunteer help. Tree wells will be maintained through the use of annual mulching, supplemented with weeding where required.

#### 8.2

All tree wells will be subject to at least one maintenance visit between April and September which will include non-chemical removal of weeds.

#### 8.3

Tree stakes will be secured by ties. Stakes and guards will be renewed or removed for disposal during winter.

#### 8.4

Semi-mature standard trees will be feathered to remove any lateral stem growth to maintain a clear stem between the tree crown and ground level unless otherwise directed by the trees team. This work will be undertaken annually in winter.

#### 8.5

All trees will be kept free of epicormic growth as part of a winter maintenance programme where this is causing an obstruction or is interfering with furniture, fencing or other infrastructure.

#### 8.6

Where young trees are protected by tree guards and no tree well was established, grass will be mown or strimmed right up to the guard as part of the surrounding maintenance regime.

## Section 9 – Sports Facilities

### Desired outcomes:

- To support the Active Lambeth Plan through the maintenance of facilities in a safe, clean and accessible condition.

### Service outputs

#### 9.1

All courts and pitches that fall outside the Council's leisure contract with GLL will be litter-picked in accordance with Section 2: *Waste Management*. Large items of debris will be removed at the same time that sites are litter-picked. As part of the winter maintenance programme all facilities will be thoroughly cleaned, including the removal of moss and algae.

#### 9.2

All pitches, courts, nets, goalposts, equipment and facilities will be inspected weekly to ensure they are in a safe condition for public use. Any defects in surfaces or equipment will be reported to the Parks Improvement Team (PIT), the sports team, or other appropriate body.

#### 9.3

Replacement nets and fittings will be fitted within seven days of being provided by the sports team or appropriate body.

#### 9.4

All sockets and fixtures will be maintained in a sound and secure condition. Sockets will be securely capped outside of the playing season.

#### 9.5

All turf pitch line markings will be accurately measured and marked out in accordance with the relevant sport governing body. Where necessary, additional mowing will be undertaken in order that pitch markings, including those for school sports days, can be applied to suitably short turf and to assist with longevity of the markings. Pitch markings on Clapham Common will include the pitch reference number.

#### 9.6

Additional sports and activities will be accurately measured and marked out in accordance with the relevant sport governing body.

#### 9.7

Goalposts and Australian Rules posts will be securely installed prior to play. All equipment will be left in-situ throughout the playing season unless operationally they are needed to be removed.

#### 9.8

On tennis courts all nets and posts will be checked weekly and adjusted to the correct height and tension. Nets will be maintained in position all year round. Tennis court playing surfaces will be

mechanically cleaned a minimum of once per year between 1 October and 31 March in order to remove detritus, weeds, moss and algae.

9.9

Polymeric, sand based and 3/4G sport surfaces will be maintained to the requirements of Section 15: *Hardstanding, Paths and Fence line Maintenance* and in accordance with installation guidance.

9.10

Skateboard facilities will be cleared of litter and large items of debris in accordance with their zoning under Section 2: *Waste Management*. Sites will receive a deep clean as part of the winter maintenance programme.

#### **9.11 Turf Pitches**

The playing surface will, where ground conditions permit, be maintained level, free from holes, undulations, depressions or trip hazards. Where ground conditions do not permit above a decision will be made on safety before the pitch is used. Pitch repairs will be carried out with a screened loam based soil prior to play.

9.12

Grass will be maintained at a height of 25mm to 60mm during the playing season. At all other times the grass will be maintained to the Amenity grass specification.

9.13

Line markings will be made without the use of additives which may be detrimental to the sward.

9.14

Redgra playing surfaces will be checked monthly to ensure they are free from major trip hazards.

9.15

Tarmac areas will be maintained in compliance with the requirements of Section 15: *Hardstandings, paths and fenceline maintenance*.

## Section 10 – Children’s play areas

### Desired outcomes:

- The provision of safe, clean, well maintained and accessible children’s play facilities.
- The application of current European safety standards for fixed play equipment.

### Service outputs

#### 10.1

All play areas will be inspected quarterly to the requirements of BSEN 1176-1177 and a written or electronic report detailing any defects in equipment, surfaces, furniture or other infrastructure, including landscape play features, will be produced. These inspections are commissioned by the Council’s Facilities Management team and undertaken by an independent company.

#### 10.2

Unsafe or dangerously defective items of equipment will be taken out of service, isolated or otherwise made safe. This will normally be on the same working day that the issue is identified or reported and verified.

#### 10.3

All surfaces, including impact absorbent surfacing, timber steps, ramps, bridges and access decks will be maintained in a clean condition and kept free of weeds, moss and algae without the use of residual chemicals. This will normally be via an annual clean as part of the winter maintenance programme.

#### 10.4

All equipment will be maintained in a clean condition and fit for the intended use.

#### 10.5

All sand pits will be litter picked in accordance with their zoning under Section 2: *Waste Management*.

#### 10.6

All sand pits will be hand forked or mechanically cleaned to a depth of up to 250mm and disinfected as necessary to maintain clean and safe conditions, using a bleach free sterilising agent to the manufacturer’s recommended dilution. Cleaning will take place weekly between 1 April and 30 September and monthly between 1 October and 31 March.

#### 10.7

Sand levels will be maintained to a depth of no less than 100mm and topped up every six months.

#### 10.8

Where sand pits contain fixed play equipment, the sand levels will be maintained to ensure the equipment base fixings are not exposed. They will be checked and topped up as necessary on a

weekly basis between 1 April and 30 September and monthly over the rest of the year.

## Section 11 – Paddling Pools / Water Play

### Desired outcome:

- The provision of safe, clean and accessible play facilities.

### Service outputs

#### 11.1

The service will operate between late May and 30 September at the following locations: Brockwell Park, Clapham Common, Myatt's Fields Park and Norwood Park. Other paddling pools in Agnes Riley Gardens, Ruskin Park and Streatham Common are being managed by the respective Friends group / SCCoop, with the exception of compliance testing. Self-management is subject to a standard agreement detailing the responsibilities of both parties.

#### 11.2

All paddling pools will be clean and open for use by 10am each day. Paddling pools will be closed to the public by 7pm.

#### 11.3

All paddling pools and their surrounds will be kept clean, hygienic and free from damage, debris, litter, glass, hazardous contaminants or trip hazards at all times of use and maintained to the requirement of Section 2: *Waste management*.

#### 11.4

All paddling pools and surrounds will be maintained free of algae, moss and weed species. Paddling pools will be drained and the entirety thoroughly cleaned with an appropriate cleaning agent as often as is necessary to prevent the visible presence of algae. Paddling pools will be drained and cleaned no less than every four days.

#### 11.5

When a pool or its surrounds is found or reported to contain any hazardous contaminants such as glass or animal fouling the pool will be drained and cleaned within one hour.

#### 11.6

Each paddling pool will be visited by our contractor no less than once every four hours during periods of use for the purposes of carrying out a safety inspection and a water quality test.

## **Section 12 – Security**

### **Desired outcomes:**

- Ensuring selected locations are opened and closed as per advertised times.
- Ensuring public safety when closing locations.

### **Service outputs**

#### **12.1**

All perimeter gates scheduled for locking will be opened by 7.30am (7.00am at Ruskin Park) and all internal gates, toilets and barriers will be opened by 8am.

#### **12.2**

Where parks are to be locked at night gates will be locked at or around dusk. For parks with multiple gates, some perimeter gates may be locked at the end of the day's core working shift (3pm).

#### **12.3**

On opening, gates will be safely secured open (wherever possible) either by a locked drop bolt or by the use of a lock and chain.

#### **12.4**

Prior to locking each site, reasonable measures will be taken to ensure that all members of the public have left the site.

## **Section 13 – Furniture and Fittings**

### **Desired outcomes:**

- The maintenance of all furniture, fittings and infrastructure with particular attention to structural condition.
- Isolation and repair of hazardous items.

### **Service outputs**

#### **13.1**

All furniture, fittings and infrastructure will be inspected every three months and any damage or hazards reported immediately to the Parks Improvement Team.

#### **13.2**

Benches will be maintained clean and free from graffiti, bird droppings, sap etc. and in a condition fit for public use. Any sharp extrusions will be removed. Non-wooden benches will be washed at least once a year.

#### **13.3**

Wooden benches, seat and tables will be treated with a weather resistant stain every three years as required as part of the winter maintenance programme.

#### **13.4**

All park shelters will be jet-washed annually as part of the winter maintenance programme and this will include clearing out all gutters. Wood stain or paint will be applied as required.



## **Section 14 – Graffiti**

### **Desired outcomes:**

- Keeping buildings and other infrastructure clear of graffiti and fly-posting.
- Rapid removal of offensive graffiti, or graffiti on sensitive infrastructure.

### **Service outputs**

#### **14.1**

Graffiti and fly-posting will be removed from signage, furniture, buildings and other infrastructure within seven days of it being discovered or reported.

#### **14.2**

Priority will be given to the removal of graffiti that may be perceived as being of an offensive nature or in a sensitive location. This will include graffiti of a racist or obscene nature or graffiti on locations such as war memorials or historic buildings. Graffiti within this category will be removed within 24 hours of discovery or reporting (Monday to Friday only).

## Section 15 – Hardstandings, Paths and Fenceline Maintenance

### Desired outcomes:

- The maintenance of all footways, hardstanding areas, safety surfaces and the floors of open structures in a safe and clean condition.
- The maintenance of clear fence lines and boundaries.

### Service outputs

#### 15.1

The cleanliness of all hardstanding areas and polymeric surfaces will meet the standards outlined in Section 2: *Waste Management*.

#### 15.2

All hardstanding areas and polymeric surfaces will be mechanically cleaned at least once a year to remove weeds, moss and algae.

#### 15.3

All footpaths will be inspected weekly for trip hazards or damage. Any hazards will be immediately isolated and reported to the appropriate team for rectification. Repairs which can be undertaken by the in-house team will be completed within two weeks of being reported.

#### 15.4

During periods of snow or freezing conditions, key pedestrian routes (entrances and some step slopes and steps) will be treated with evenly spread road salt at a rate not exceeding 10 grams per square metre.

#### 15.5

All fence lines and boundaries, including path boundaries, will be kept free of obstruction from trees, shrubs or other vegetation, to a height of two metres. Maintenance will take place between 1 October and 31 March with significant obstructions cleared at other times as necessary.

#### 15.6

All fence lines and boundaries will be maintained free of self-set seedlings, weeds, vegetation and epicormic tree growth. This will be undertaken through a scheduled maintenance programme between 1 October and 31 March each year, with significant issues dealt with on an ad-hoc basis at other times.

#### 15.7

Metalled paths will receive a manual treatment at least once every two years to edge them and remove weeds.

## **Section 16 – Composting**

### **Desired outcome:**

- The composting of all suitable herbaceous non-woody waste.
- The creation of a clean soil conditioner for use within parks on beds and community gardens.

### **Service outputs**

#### **16.1**

All non-woody and herbaceous vegetative material arising from maintenance operations will be delivered for composting to the scheduled disposal locations. Where capacity exists this will be to Lambeth Landscapes managed composting facilities, otherwise to the Council's agreed green waste disposal locations.

#### **16.2**

Controlled or notifiable weeds will not be composted.

#### **16.3**

Lambeth Landscapes will seek to deliver green waste composting sites at Brockwell Park and Clapham Common.

The appropriate Environment Agency permits or exemptions will be obtained.

## **Section 17 – Public Toilets**

### **Desired outcomes:**

- The provision, opening and closing of public toilets.
- An effective cleansing programme for all toilets.

### **Service outputs:**

#### **17.1**

Public toilets in parks will be opened and locked within one hour of the scheduled park opening and closing times.

#### **17.2**

Toilets will be cleaned daily (Monday to Sunday) between 7am and 2pm and all consumables will be checked and re-stocked as necessary at the same time.

#### **17.3**

All toilets will be inspected at least once during the day.

#### **17.4**

If significant issues with cleansing are reported or observed, supplementary cleaning will be undertaken the same day wherever possible. However, this will be dependent on location and time of report and staff may not be available until the following day.

#### **17.5**

Maintenance issues will be reported daily. Wherever possible issues will be dealt with internally through the Parks Improvement Team, prioritised accordingly.

#### **17.6**

Some toilets may be subject to seasonal closure or mid-week closure during the low-season, with any closures discussed with the appropriate stakeholder groups.

## Section 18 – Repairs and Maintenance

### Desired outcomes:

- The provision of a responsive, cost effective and good quality repairs and maintenance service
- The ability to perform the vast majority of repairs and maintenance tasks within Lambeth Landscapes.

### Service outputs:

#### 18.1

A permanent repairs and maintenance team (the Parks Improvement Team) will operate Monday to Friday and will be supported by other members of staff as required. All officers will be appropriately trained and qualified, or will be apprentices within structured training programmes.

#### 18.2

The maintenance team will undertake the following works themselves wherever possible: bench installation and repairs, blocked drains, bollards, brickwork, building works, carpentry, doors, drain covers, electrical work, fencing repairs, fixtures and fittings, gate repairs, grass reinstatement, groundworks, guttering, noticeboards, paddling pool/wet play repairs, painting and decorating, path repairs, paving, playground equipment and surfacing, plumbing, posts, roof repairs, security measures, signage, tiling and welding.

#### 18.3

All works will be carried out in accordance with a prioritisation system as shown in the table below. The timeframes apply Monday to Friday, and working days are Monday-Friday; however for Priority 1 issues where there is a significant health and safety risk, officers will still aim to respond within one hour of being notified under the emergency call-out service and take interim action to try and mitigate risk as far as possible. The prioritisation system will be developed and refined as the service become established, but will be based on health and safety issues and impact on users.

Priority	Timeframe to respond	Timeframe to resolve
<b>P1</b>	1 hour	24 hours
<b>P2</b>	1 working day	4 working days
<b>P3</b>	3 working days	7 working days
<b>P4</b>	7 working days	14 working days
<b>P5</b>	Project as agreed	Project as agreed

#### 18.4

Repairs and maintenance outside of the scope of the in-house maintenance team will be contracted out, preferably to local companies. Quotes will be obtained in accordance with Lambeth's procurement regulations and the timescales for rectification will be considerably longer.

## Appendix 1

## Sites Covered by this Specification and their Litter Zoning

Site	Intensity of Use	Site	Intensity of Use
Agnes Riley Gardens	Medium	Oval Triangle (aka Kennington Oval)	Veolia <sup>1</sup>
Albert Embankment Gardens	Veolia <sup>1</sup>	Palace Road Nature Garden	Low
Archbishop's Park	High	Pedlar's Park	Medium
Becondale Road Open Space	Veolia <sup>1</sup>	Reedworth Street Open Space	Veolia <sup>1</sup>
Brixton Orchard	Brixton BID	Rush Common	Medium
Brockwell Park	High/Low <sup>2</sup>	Ruskin Park	High/Medium/Low <sup>2</sup>
Clapham Common	High	Sherwood Avenue Open Space	Veolia <sup>1</sup>
Claylands Road Open Space	Veolia <sup>1</sup>	Slade Gardens	High
Cleaver Square	Medium	St John's Church Gardens	High
Coldharbour Lane Open Space	Low	St Luke's Church Gardens	Veolia <sup>1</sup>
Dumbarton Court Gardens	Veolia <sup>1</sup>	St Mark's Church Gardens	Medium
Eardley Road Sidings	Low	St Mary-at-Lambeth Grounds	Veolia <sup>1</sup>
Elam Street Open Space	Low	St Matthew's Church Gardens	Veolia <sup>1</sup>
Emma Cons Gardens	Veolia <sup>1</sup>	St Paul's Church Gardens	Low
Grafton Square	Medium	Stockwell Memorial Gardens	Medium
Hatfield's Open Space	Medium	Stockwell Skate Park	High
Hillside Gardens	High	Streatham Cemetery	Medium
Holmewood Gardens	High	Streatham Common	High/Medium/Low <sup>2</sup>
Holy Trinity Churchyard	High	Streatham Green	Veolia <sup>1</sup>
Kennington Green	Veolia <sup>1</sup>	Streatham Memorial Gardens	Low
Kennington Park	High/Medium <sup>2</sup>	Streatham Vale Park	Medium
Kirkstall Gardens	Low	Tivoli Park	Medium
Knight's Hill Wood	Low	Trinity Gardens	Veolia <sup>1</sup>
Lambeth Cemetery	Medium	Ufford Street Recreation Ground	Medium
Lambeth Walk Open Space	Medium	Unigate Wood	Low
Lansdowne Gardens	Veolia <sup>1</sup>	Vale Street MUGA	Low
Larkhall Park	High	Valley Road Playing Field	Low
Loughborough Park	Low	Vauxhall Park	High
Max Roach Park	High/Medium <sup>2</sup>	Vauxhall Pleasure Gardens	High
Milkwood Road Open Space	Medium	West Norwood Cemetery	Medium
Myatt's Fields Park	High	Windmill Gardens	High
Norwood Park	High/Medium <sup>2</sup>	Windrush Square	Veolia <sup>1</sup>
Old Paradise Gardens	Medium	Wyck Gardens	Low
WNHL&C	Medium		
St. Leonard's Church	Low		
Vale Street MUGA	Low		

Notes: <sup>1</sup> please see the table below for Veolia cleansing frequencies.

<sup>2</sup> please see the maps below showing parks with split litter zoning.

## LAMBETH PARKS, OPEN SPACES AND CEMETERIES GROUNDS MAINTENANCE SPECIFICATION

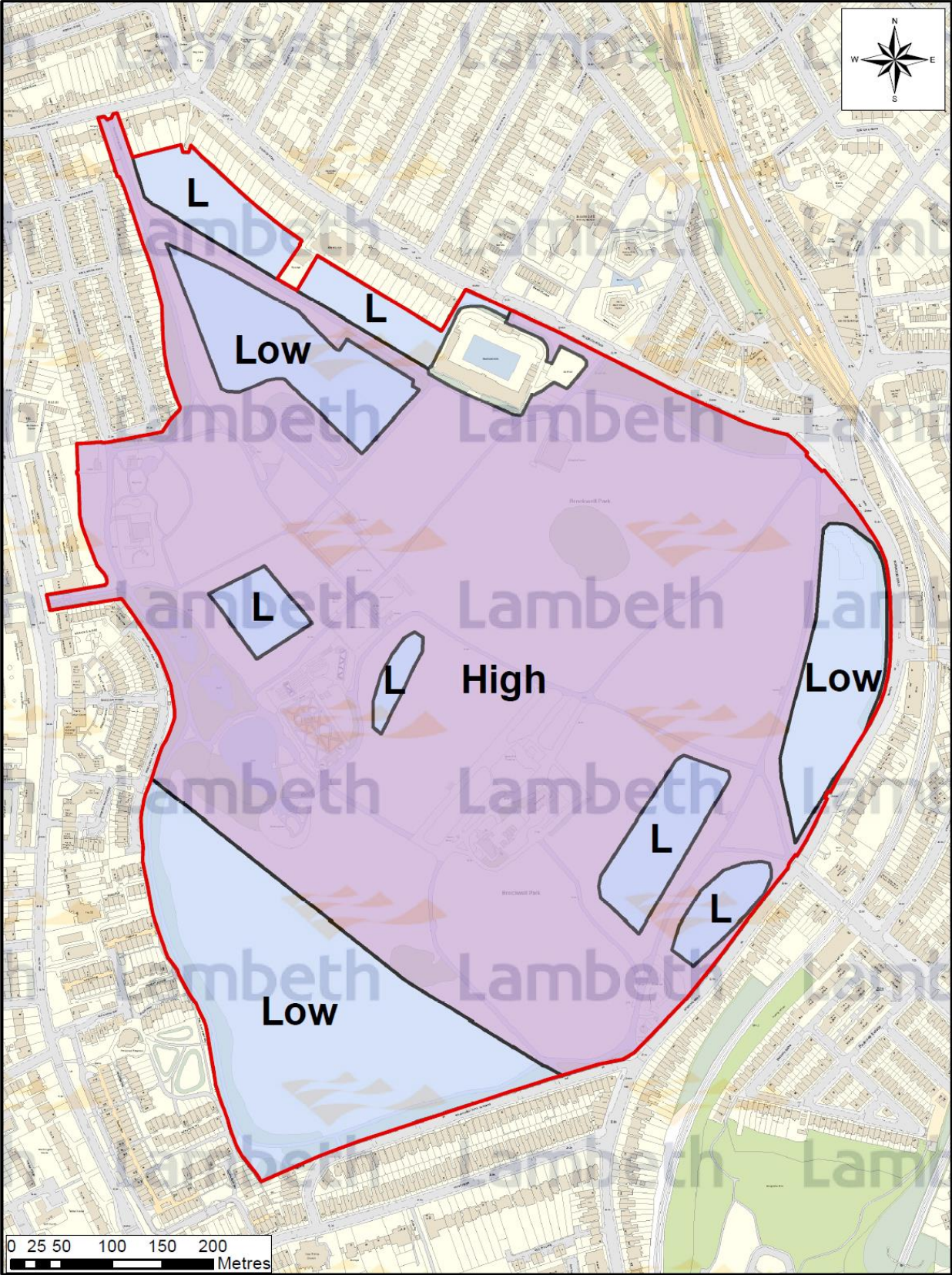
The cleansing details for the sites litter-picked by Veolia as part of the Waste Services contract are listed in the table below.


Site	Litter-picking	Manual sweeping	Scrubber-dryer
Albert Embankment	Twice weekly	n/a	No
Becondale Road Open Space	Twice weekly	n/a	No
Claylands Road Open Space	Twice weekly	n/a	No
Dumbarton Court Gardens	Twice weekly	n/a	No
Emma Cons Gardens	Daily	Daily	Once every two weeks
Kennington Green	Twice weekly	n/a	No
Lansdowne Gardens	Twice weekly	n/a	No
Oval Triangle	Twice weekly	Once every 8 weeks	No
Reedworth Street Open Space	Twice weekly	n/a	No
Stockwell Memorial Gardens	Twice weekly	Once every 8 weeks	No
St Luke's Church Gardens	Twice weekly	Once every 8 weeks	No
St Mary-at-Lambeth Grounds	Twice weekly	Once every 8 weeks	No
St Matthew's Church Gardens	Daily	Daily	No
Sherwood Avenue Open Space	Twice weekly	Once every 8 weeks	No
Streatham Green	Daily	Daily	No
Trinity Gardens	Twice weekly	Once every 8 weeks	No
Windrush Square	Daily	Daily	Once every two weeks

Dan Leno Gardens is managed by Pinnacle; The Rookery by SCCoop and Waterloo Millennium Green by Bankside Open Spaces Trust.

Split zoning maps for larger parks are shown on the following pages. As a new regime these will be subject to annual review and feedback from stakeholders is welcomed.

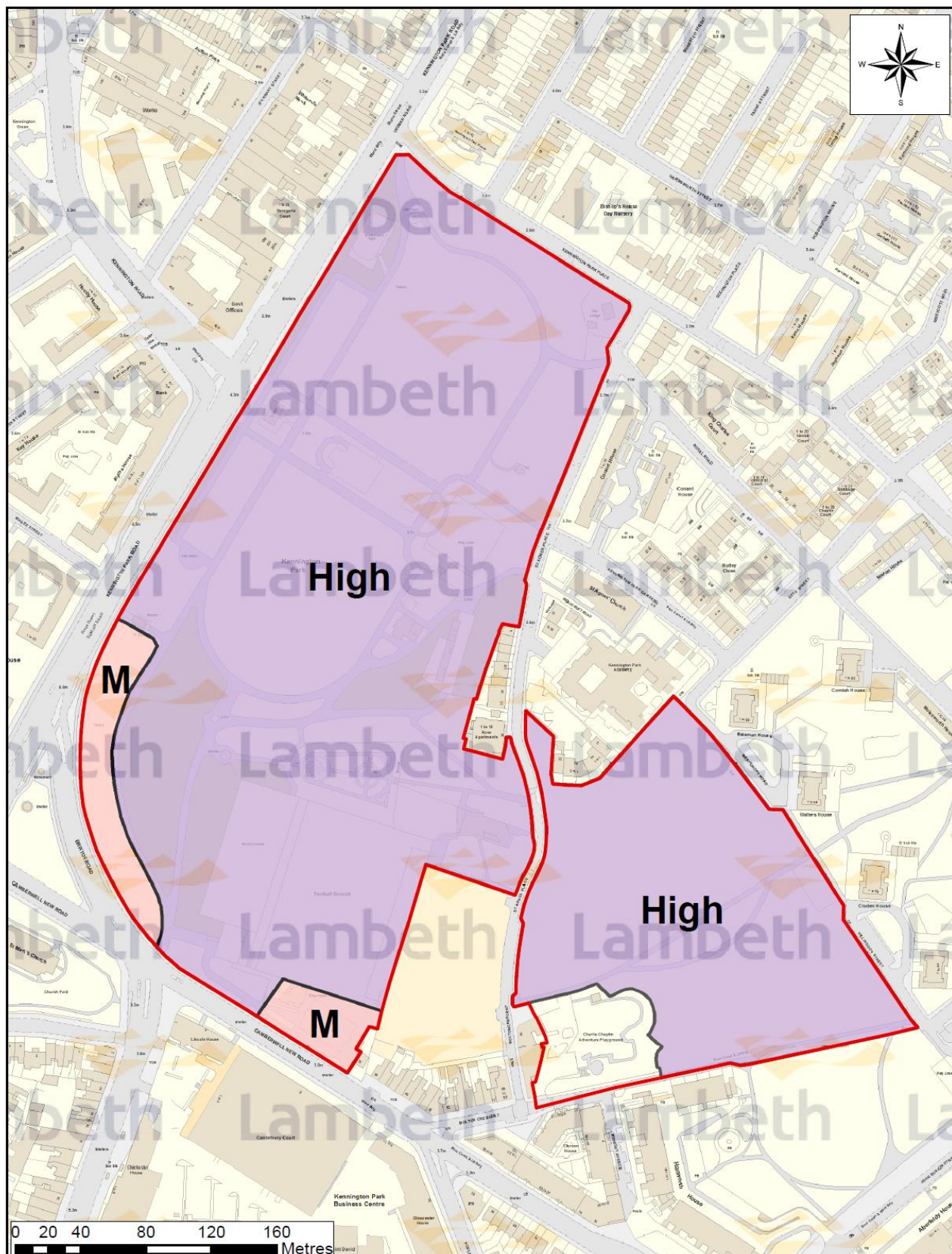




	<h2>Brockwell Park - Litter Zones</h2>
	<p>Date: 08-09-2016</p>



# LAMBETH PARKS, OPEN SPACES AND CEMETERIES GROUNDS MAINTENANCE SPECIFICATION

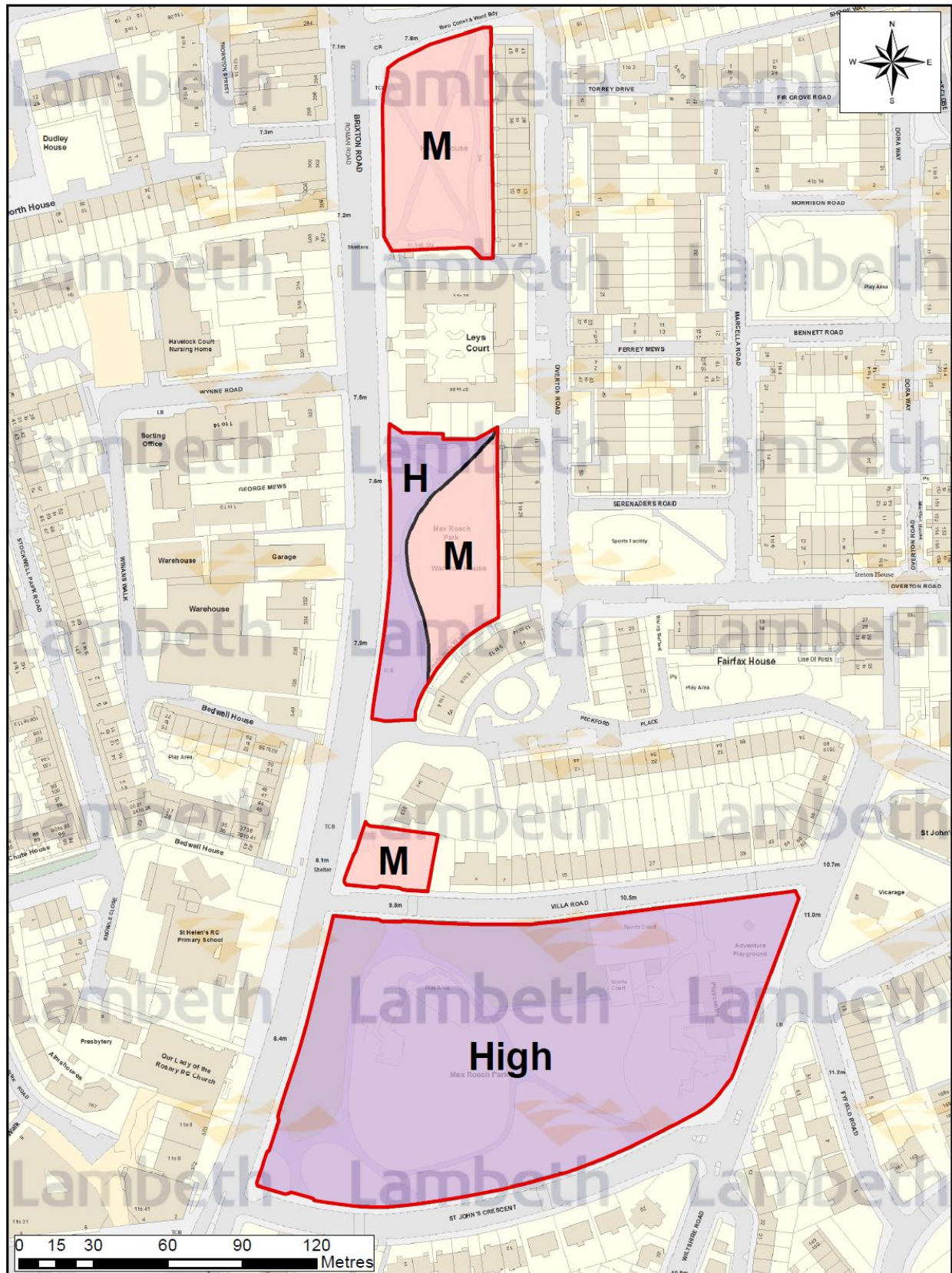


## Kennington Park - Litter Zones

Date: 08-09-2016



# LAMBETH PARKS, OPEN SPACES AND CEMETERIES GROUNDS MAINTENANCE SPECIFICATION

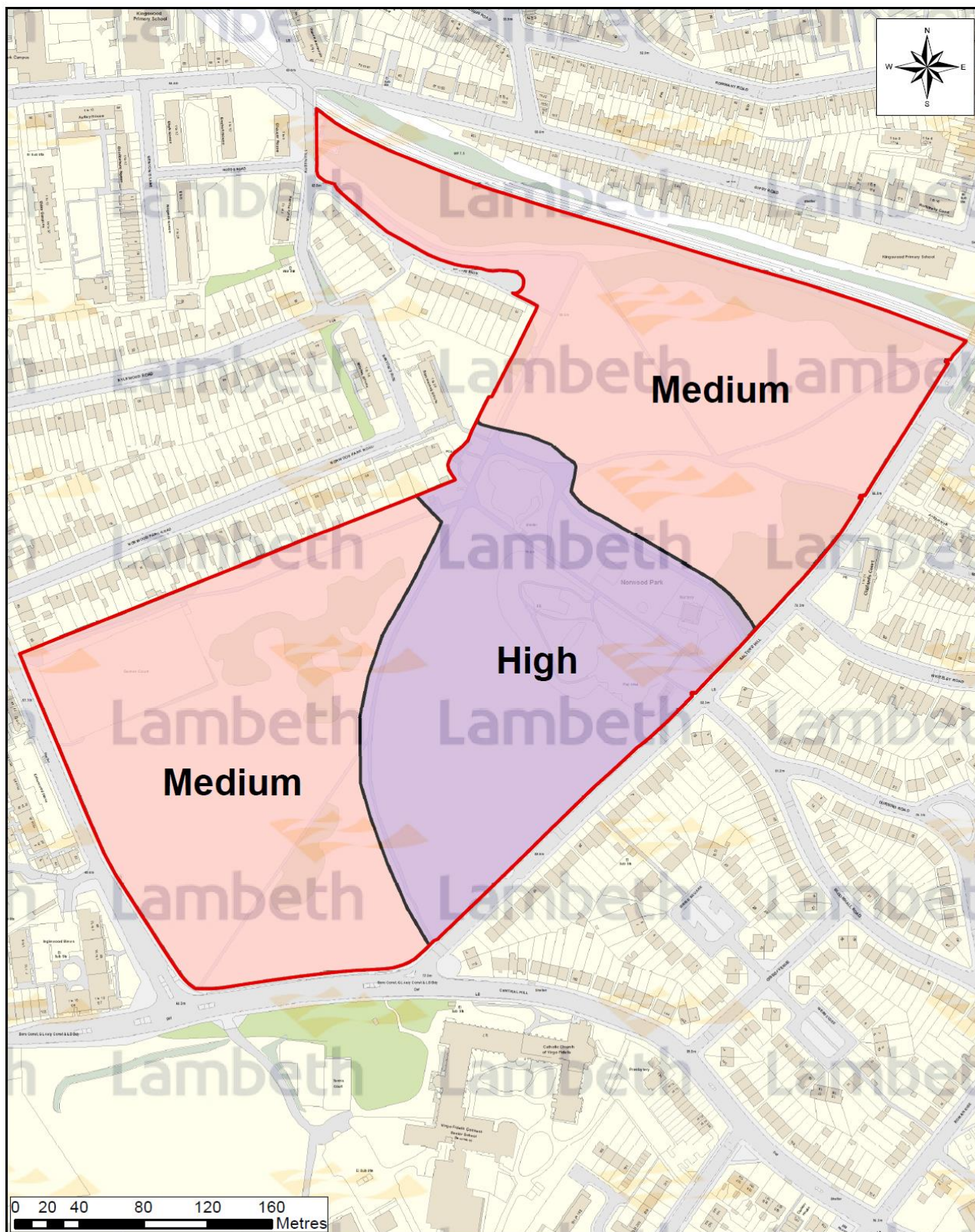


## Max Roach Park - Litter Zones

Date: 01-09-2016



# LAMBETH PARKS, OPEN SPACES AND CEMETERIES GROUNDS MAINTENANCE SPECIFICATION



## Norwood Park - Litter Zones

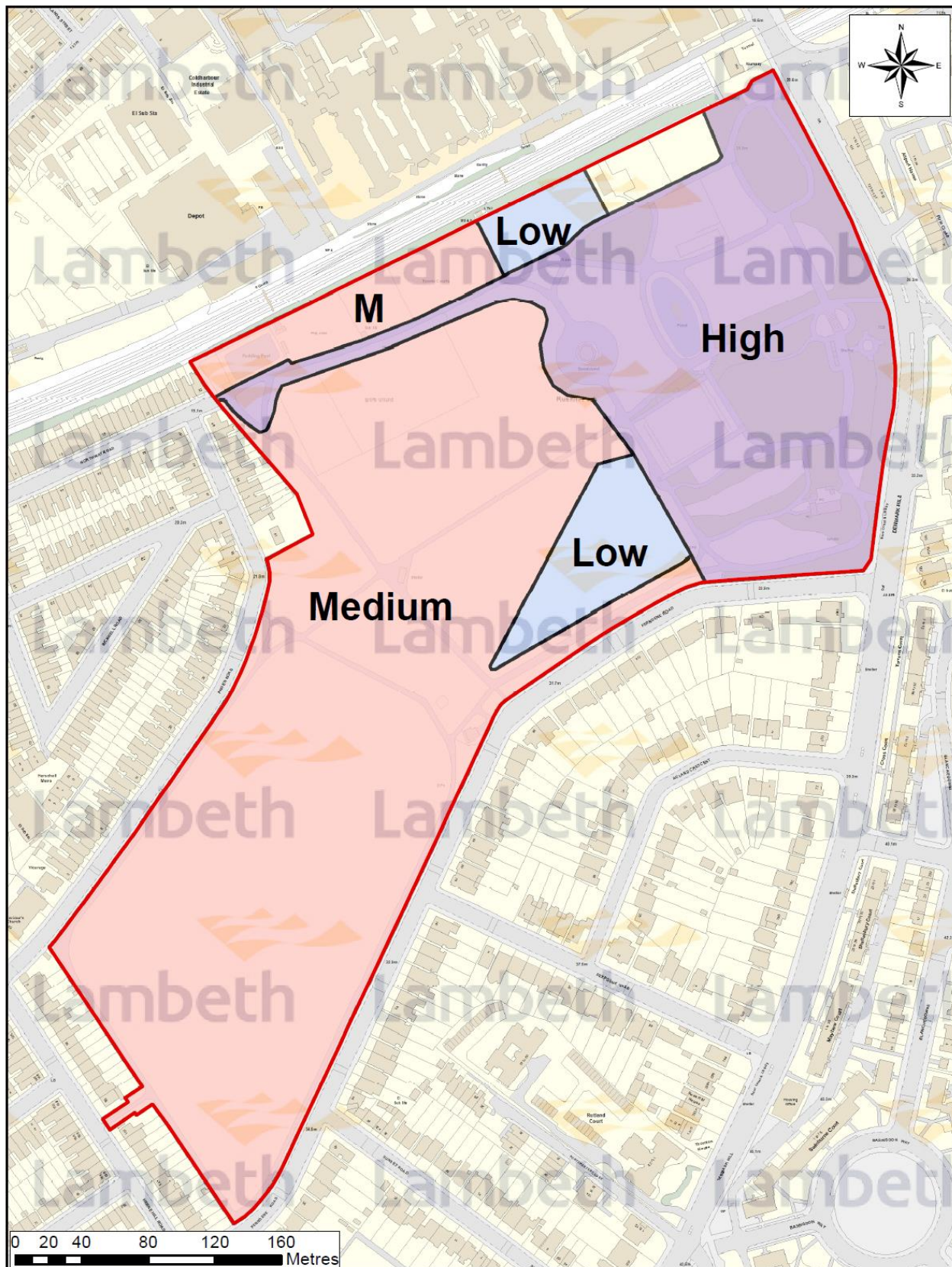
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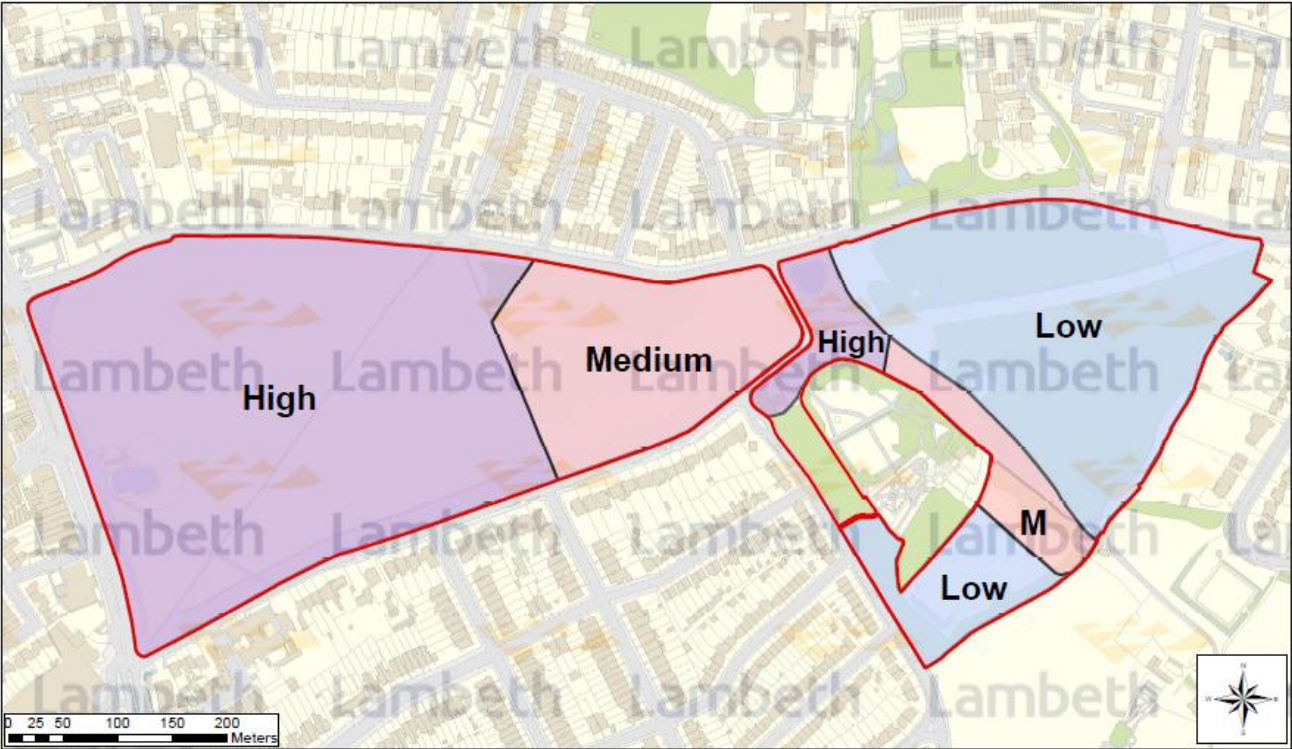


# LAMBETH PARKS, OPEN SPACES AND CEMETERIES GROUNDS MAINTENANCE SPECIFICATION



	<h2>Ruskin Park - Litter Zones</h2>	
	<p>Date: 08-09-2016</p>	





Streatham Common - Litter Zones

Date: 01-09-2016

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