



**Cyfoeth
Naturiol
Cymru
Natural
Resources
Wales**

SPECIFICATION

GROUNDS MAINTENANCE AT MAES Y FFYNNON

INTRODUCTION

Natural Resources Wales, a non departmental public body, and the government's statutory advisor on sustaining, natural beauty, the wildlife and the opportunity for outdoor enjoyment throughout Wales and its inshore waters has its Headquarters in Maes y Ffynnon, Bangor. This specification is to maintain grounds at Maes Y Ffynnon.

The Schedule of Works below is the standard expected all year round for all areas of work.

SCHEDULE OF WORKS FOR MAES Y FFYNNON

1.1 Unit 1 – Lawn (Green)

- No cutting between 1 June & 31 August
- Only cut 1 m either side of pathways during this period
- Cut and Maintain at 50 mm (5 cm) with 1m uncut margins around hedges and along other boundaries where possible (provide roosting/overwintering sites for invertebrates)
- Remove fallen leaves to the designated compost bins along with grass clippings.

1.2 Unit 2 – Hedge Banks (Blue)

- Hedge cutting to be avoided between March – July to avoid disturbing nesting birds
- Hedges to be trimmed to maintain healthy plant growth and ensure visibility to windows, lights etc within the site and on the boundary wall.
- Prune-back branches which prevent the free use of paths and roadways. Prunings to be added to “habitat piles” identified by NRW.
- Remove damaged branches which pose a risk to pedestrians, cars or the health of the plant.
- No grass cutting within the areas marked as hedge-banks 1 April & 1 October. These areas will normally be the raised hedge bank itself and a buffer area 1 metre from the base of the hedge bank. Where the hedge bank area overlaps with a path or borders a roadway or car park, then the path must be kept clear of vegetation which might interfere with their use.
- Cut and maintain grass at 100 mm (10 cm) between 1 October and 1 April. with 1m uncut margins around hedges and along other boundaries where possible (provide roosting/overwintering sites for invertebrates). All cuttings and fallen leaves to be removed to the designated compost bins.

1.3 Unit 3 – Orchid Meadow (Red)

- No cutting between 1 April and 1 October
- To enable paths to be used cut grass to a height of 50mm (5cm) 30 cm either side of pathways during this period.
- Cuttings from the first autumn cut shall be left on the ground in-situ for one week before removal (to allow seed from wildflowers to fall onto ground).
- At all other times the clippings should be removed and composted in the designated bins.
- Grass to be maintained at 50mm (5cm) between 1 October and 31 March. with 1m uncut margins around hedges and along other boundaries where possible (provide roosting/overwintering sites for invertebrates).
- Remove fallen leaves to the designated compost bins on-site.

1.4 Car Parks, Paths, Roadways and Walls

- To be kept clear of all build up of surface moss, weeds, leaves, etc and free of any loose materials.
- Weeds on paths, car parks, roadways, paved areas and walls should be removed by hand if possible. If this is impossible or impractical then a glyphosate-based herbicide may be used in areas specified below. Such herbicides must be:
 - Applied by suitably qualified staff;
 - Used only on calm, dry days when there is no possibility of spray-drift or run-off;
 - Kept clear of all vegetation other than the weeds they are intended to kill;
 - Applied only at times when there are no staff on site who could spread the herbicide to other areas on the soles of their footwear.
- Glyphosate-based herbicide may be used to kill persistent weeds in the following areas:
 - The centre-line of paths through vegetated areas and meadows;
 - At the joint between roadways and the kerb;
 - Where the wall of any building or structure meets a path, car park or roadway; and
 - On steps and patios.

1.5 Unit 4 - Flower beds and ornamental shrubs

- To be maintained in accordance with good horticultural practice to promote the healthy growth and flowering of the plants, noting the requirements in section 2 (below).
- Woody prunings to be added to “habitat piles” to be identified by NRW.
- Green waste and fallen leaves to be removed to the designated compost bins.
- Grass should be removed from flower beds, but should be allowed to grow beneath shrubs and bushes.

“Invertebrate Areas” Areas marked A and B on the attached plan

- Area A and Area B will be cut on alternate years: on the year when Area A is cut, Area B will be allowed to grow, and on the year when Area B is cut, Area A will be allowed to grow.
- On mowing years, vegetation will be cut once only in the designated Area to 100 mm (10 cm) during the month of October
- 1m uncut margins will be maintained at all times in both Areas along the car park edges, footpaths, buildings and other walls.
- All cuttings to be removed immediately to the designated compost bins.
- Hedge and tree trimming/pruning to be done only during October in years when the vegetation has been cut in that Area. The aim of this work will be to maintain healthy plant growth and ensure visibility to windows, lights, CCTV etc within the site and on the boundaries of adjacent properties.
- Prune-back branches at any time between July and March in either Area if they prevent the free use of paths and roadways. Prunings to be added to “habitat piles” identified by NRW. Should such work be required, trampling of vegetation must be kept to an absolute minimum.
- Immediately remove damaged branches in either Area which pose a risk to buildings, pedestrians, cars or the health of the plant. Should such work be required, trampling of vegetation must be kept to an absolute minimum.

2. ENVIRONMENTAL PROTECTION - Must be complied with

- No herbicides shall be used except as specified in section 1.4 above
- No pesticides shall be used
- No fertilisers shall be used
- Mechanical air blowers shall only be used if debris is collected immediately afterwards and composted in the designated areas on-site. No debris shall be allowed to remain on meadows, lawns, paths, car parks or roadways.
- To protect the bark of trees and shrubs when grass is cut a strimmer with a tree-guard shall be used.

- Tree prunings, fallen branches and other woody material shall either be stacked as “habitat piles” or chipped. The locations of the piles of branches or chippings shall be agreed beforehand with NRW’s representative.
- Leaves and grass shall be collected and composted in the designated bins on-site
- Fully composted material from the on-site compost bins may be used as a mulch/soil improver on flower-beds.

All contractors must correctly dispose of any waste produced using the relevant waste documentation.

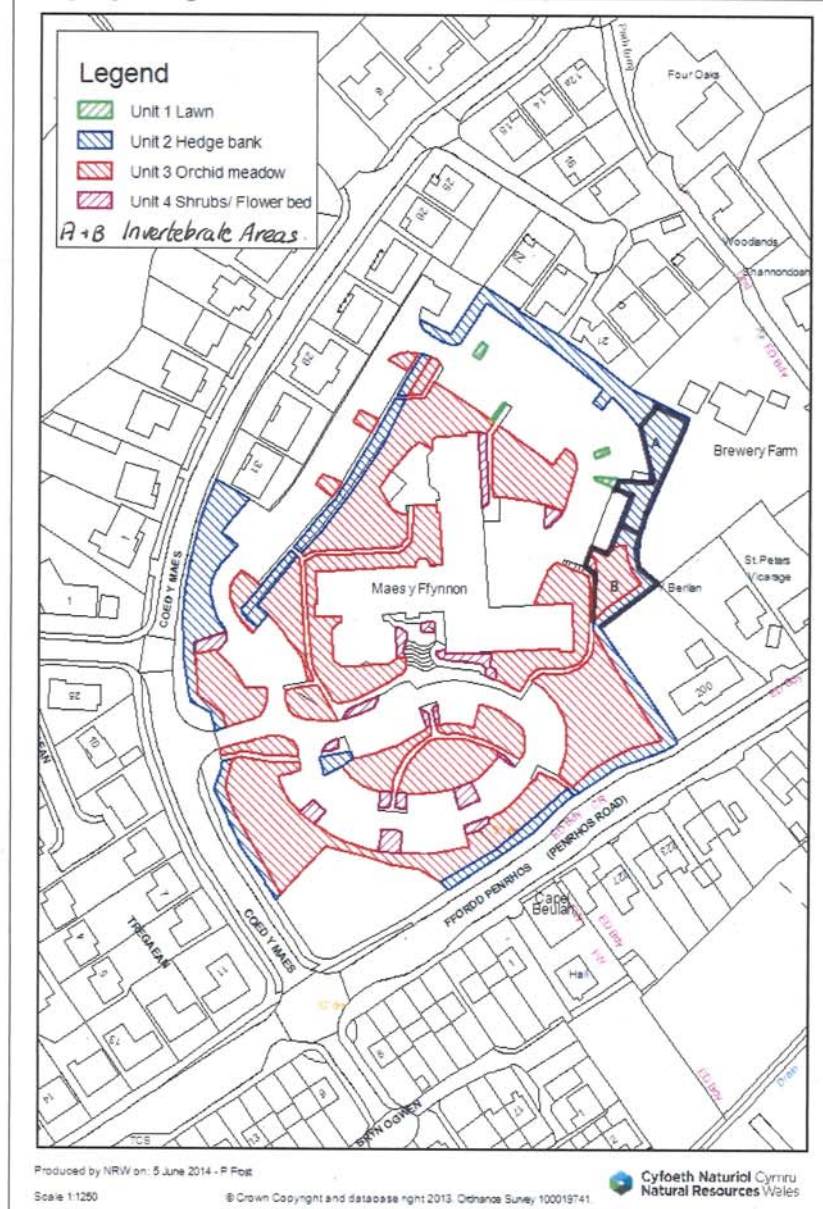
All spill/emergency incidents should be reported to NRW staff immediately.

The Contractor is responsible for ensuring that they comply with the Environment Protection Act 1990 and any other relevant legislation currently in use or which may be introduced in the future.

5. GENERAL POINTS

The contractor is to supply all the necessary machinery and tools to carry out the works.

Maes-y-Ffynnon grounds maintenance



Cut only:

Area A	2018	2020	2022	<i>Handwritten signature</i>
Area B	2017	2019	2021	