

Ivybridge Town Council

Grounds Maintenance Contract – Parks & Open Spaces

April 2022 – March 2023

1. Introduction and definitions

a. Duration

This contract is to run from the 1st April 2022 to 31st March 2023

b. Grass cutting

The Council is adopting new schedules for grass cutting, with the following types and definitions:

Ref	Type (name)	Definition – regularity of cuts	Notes
G1	Regular amenity	Cut every 2-3 weeks in season, for example, a minimum of 12 cuts/year	Regular cut and drop to maintain shorter sward
G2	Longer grass or verge cut and drop	Cut monthly spring – autumn, a minimum of 6 cuts/year	Longer grass finish, with cut and drop

c. Hedgerows, trees and shrubs

The Council also has a maintenance requirement for hedgerows:

Ref	Type (name)	Definition – regularity of cuts	Notes
H1	Hedgerow maintained	Annual end of season cut	Roadside hedges cut outside of nesting season
H2	Hedgerow natural	Cut as and when required	Left to grow out naturally unless obstructing

d. Site locations and access

Site	Location	Access
Filham Park	Off Godwell Lane	Field gate access points must be kept closed and locked on departure
MacAndrews Field	Off Exeter Road	Field gate access points must be kept closed and locked on departure
Victoria Park	Off Station Road	Field gate access points must be kept closed and locked on departure
Barons Pyke	Barons Pyke	Open access
St Peters Way	St Peters Way	Open access

2. Contract specification

a. Filham Park

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
5, 18, 19	main parkland and margins	G1	amenity cut + drop	12 cuts/year minimum	50000 approx
6a	road hedge to donkey centre	H1	annual cut	1 cut/year	190m length

b. MacAndrews Field

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
26, 27	road verge Exeter Road	G2	verge cut + drop	2 cuts/year	367
28	main field	G1	amenity cut + drop	12 cuts/year minimum	10000 approx

c. Victoria Park

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
29, 30, 34 - 36	main field	G1	amenity cut + drop	12 cuts/year minimum	9000 approx
31	Hedgerows Station Rd Erme Rd	H1	annual cut	1 cut/year	354m length

d. Barons Pyke

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
41	road verge	G2	longer grass verge cut + drop	6 cuts/year minimum	357

e. St Peters Way

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
45, 46	road verge	G2	longer grass verge cut + drop	6 cuts/year minimum	1500 approx

f. Additional

The following areas will not be included in the main contract pricing, but will be required to be carried out as and when specified by the Town Council:

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
6b	Filham Park access road and car park	H2	Hedges to be trimmed by hand	1 cut when requested	230m length
20, 21, 22, 26, 27	MacAndrews Field hedges	H2	Hedges to be trimmed by hand	1 cut when requested	500m length
32	Victoria Park hedgerows	H2	Hedges to be trimmed by hand	1 cut when requested	312m length

g. Cutting around trees

Mature trees – the grass beneath the canopy inside the drip line is to be left uncut.

Young trees – a 1m diameter circle shall be left uncut at the base of young and newly planted trees.

h. Litter collection and general practices

At the time of each service visit, the contractor will carry out a litter pick prior to cutting. Should any litter items have been missed, the contractor should collect any debris following the cut. Litter items should be removed from site.

Any visible damage to the site, fences, trees etc to be notified to Ivybridge Town Council as soon as possible.

3. General

a. Tools & Equipment

The contractor shall be responsible for providing all tools and equipment, fit for purpose, to enable the undertaking of the work covered by this contract.

b. Insurance

The contractor shall be responsible for ensuring that all insurance liabilities are covered and all relevant licences sought. Copies of valid insurance certificates shall be lodged with Ivybridge Town Council annually. The contractor will be required to have Public Liability insurance to the value of £10 million.

c. Health & Safety

The contractor should adhere to Ivybridge Town Council's Health & Safety Policy at all times, and implement industry guidelines relating to risk assessments, method statements and the use of Personal Protective Equipment (PPE).

d. Invoices

Paid monthly on receipt of invoices, detailing locations and dates of work carried out. The annual amount due for the specified cuts is £.....VAT.

e. Termination of Agreement

This contract shall be terminated by Ivybridge Town Council if there are any breaches of the above conditions after two written warnings.

Filham Park

Main contract

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
5, 18, 19	main parkland and margins	G1	amenity cut + drop	12 cuts/year minimum	50000 approx
6a	road hedge to donkey centre	H1	annual cut	1 cut/year	190m length



Additional

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
6b	Filham Park access road and car park	H2	Hedges to be trimmed by hand	1 cut when requested	230m length



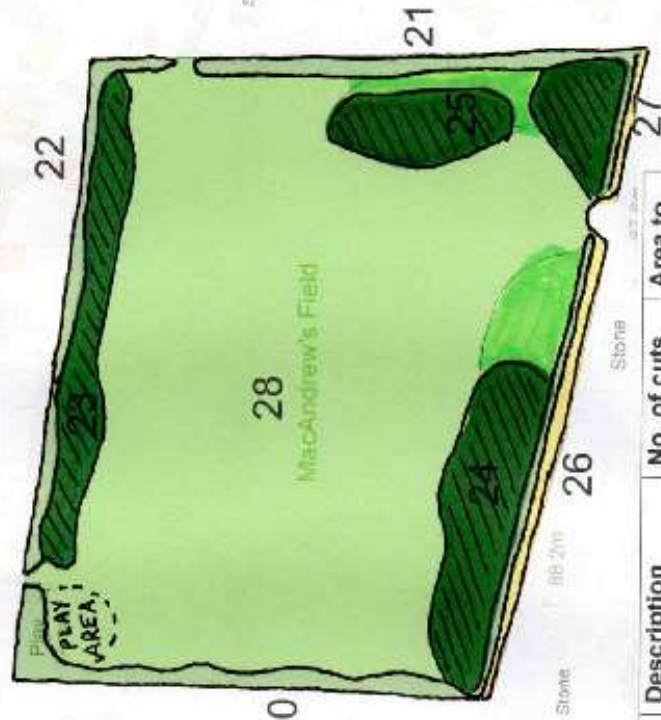
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MacAndrew's Field

Main contract 301

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
26, 27	road verge Exeter Road	G2	verge cut + drop	2 cuts/year	367
28	main field	G1	amenity cut + drop	12 cuts/year minimum	10000 approx



Additional

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
20, 21, 22, 26, 27	MacAndrews Field hedges	H2	Hedges to be trimmed by hand	1 cut when requested	500m length

Scale 1:1250



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Main contract

Victoria Park

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
29, 30, 34 - 36	main field	G1	amenity cut + drop	12 cuts/year minimum	9000 approx
31	Hedgerows Station Rd Erme Rd	H1	annual cut	1 cut/year	354m length



Additional

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
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Erme Road
Station Road

Barons Pyke

Main contract

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
41	road verge	G2	longer grass verge cut + drop	6 cuts/year minimum	357



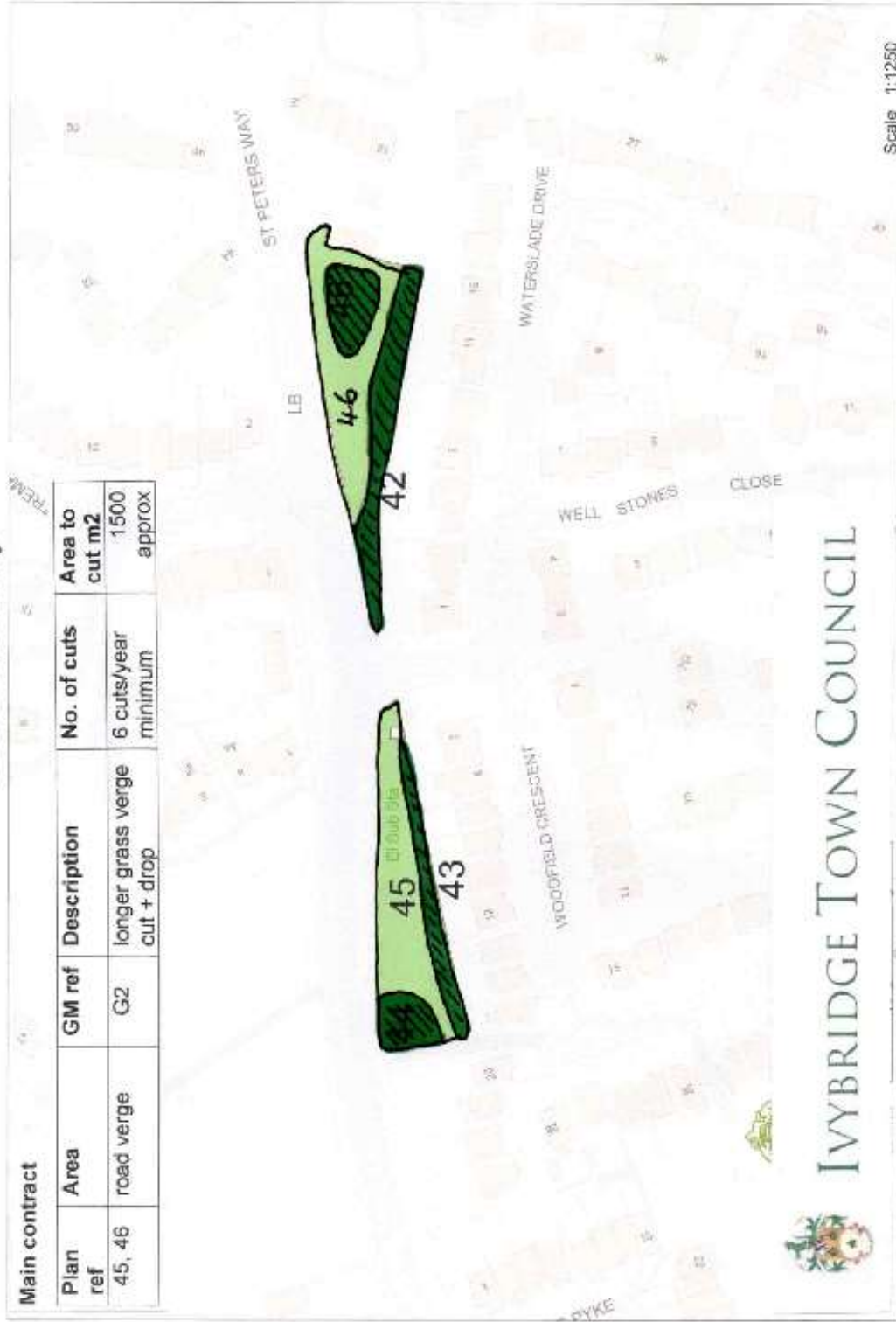
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St Peters Way

Main contract

Plan ref	Area	GM ref	Description	No. of cuts	Area to cut m2
45, 46	road verge	G2	longer grass verge cut + drop	6 cuts/year minimum	1500 approx



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Scale 1:1250