

Dee Park Open Space
Landscape Maintenance Schedule

Project Title: Dee Park Open Space
Project Code: RBC-DPR
Project Stage: Planning

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The main contractor will be responsible for maintenance for the 12 month defect period following practical completion. Following this, the responsibility for maintenance will hand over to Reading Borough Council's Parks/Street Care teams.

Items	Notes	First Year	Second Year	Third Year	Fourth Year	Fifth Year	Notes / Ongoing guidance
Tree Planting							
Check protection against damage:	Avoid damage to neighbouring trees, plants and property.	Twice a year	Twice a year	Twice a year	Twice a year	Twice a year	Annual
Check below ground tree guying and ties:		Twice a year and additionally after strong storms	Twice a year and additionally after strong storms	Twice a year and additionally after strong storms	After strong storms	After strong storms	
Check above ground tree stakes and ties:		Twice a year and additionally after strong storms	Twice a year and additionally after strong storms	Twice a year and additionally after strong storms	After strong storms	After strong storms	Tree ties and stakes can be removed if trees are stable.
Refirming after heavy frost or wind	exclude air pockets from around the roots, and next to the base of the stem	6 times a year, and additionally after strong storms or strong frost	twice a year and additionally after strong storms or strong frost	twice a year and additionally after strong storms or strong frost	twice a year and additionally after strong storms or strong frost	-	n/a
Tree works	General: Cut back selectively to lateral or sublateral buds or branches to retain flowing branch lines without leaving stumps. Removing branches: Cut as Arboricultural Association Leaflet 'Mature tree management'. Cut vertical branches similarly, with no more slope on the cut surface than is necessary to shed rain water. Clear stem height: Maintain clear stem height as per HTA's Planting schedule and Landscape Specification: min 2000mm (not applicable for mutlistem trees)	once a year in Autumn/Winter	once a year in Autumn/Winter	once a year in Autumn/Winter	once a year in Autumn/Winter	once a year in Autumn/Winter	Annual crown thinning and crown raising/ reduction to improve crown shape to be carried out in the autumn/ winter if required
Tree safety check procedures/inspection		twice a year and after severe weather	twice a year and after severe weather	twice a year and after severe weather	twice a year and after severe weather	twice a year and after severe weather	twice a year and after severe weather
Removing basal and epicormic growth and dead wood		once a year	once a year	once a year	once a year	once a year	once a year
Mulching and weed control	Mulch spill on adjacent areas: Remove weeds and rubbish and return to planted area at every visit. Remove weeds growing on or in mulch by hand weeding.	twice a year: top up mulch and remove all weeds growing in bark mulch surrounds of trees as necessary	twice a year: top up mulch and remove all weeds growing in bark mulch surrounds of trees as necessary	once a year: top up mulch and remove all weeds growing in bark mulch surrounds of trees as necessary	once a year: top up mulch and remove all weeds growing in bark mulch surrounds of trees as necessary	once a year: top up mulch and remove all weeds growing in bark mulch surrounds of trees as necessary	once a year: top up mulch and remove all weeds growing in bark mulch surrounds of trees as necessary
Watering	Supply: clean water to potable standards Quantity: Wet full depth of topsoil. Application: Do not damage or loosen plants	Min. once per week during growing season or with greater frequency as necessary to ensure successful establishment.	Min. once per week during growing season or with greater frequency as necessary to ensure successful establishment.	as necessary to ensure successful establishment	as necessary	as necessary	as necessary
Weed control	No mechanical strimmer's or mowers to be used near stems of plants. Weeding to occur by hand weeding, mulches or hoeing for first two years.	Twice a year.	Twice a year.	Twice a year.	Twice a year.	Twice a year.	Twice a year or as necessary.
Items	Notes	First Year	Second Year	Third Year	Fourth Year	Fifth Year	Notes / Ongoing guidance
Planting PL1, PL2, PL3 & PL4							
Shrubs							
Pruning shrubs and remove dead wood	Prune to encourage healthy and bushy growth and desirable ornamental features e.g. Flowers, fruit, autumn colour, stem colour. The method of pruning will ensure that the overall appearance of the shrub area is retained. Maintain height to provide clear sight-lines throughout the site. At the end of the growing season, check all shrubs and remove all dead foliage, dead wood, diseased material, and broken or damaged branches and stems.	Target pruning - once in winter (October – March) and once again in summer (April – September).	Target pruning - once in winter (October – March) and once again in summer (April – September).	Target pruning - once in winter (October – March) and once again in summer (April – September).	Target pruning - once in winter (October – March) and once again in summer (April – September).	Target pruning - once in winter (October – March) and once again in summer (April – September).	Target pruning - once in winter (October – March) and once again in summer (April – September).
Ornamental Planting							Up to Year 20
Fertilizer		Once a year	Once a year	Once a year	Once a year	Once a year	Every 2nd year
Mulching groundcover plants		Once a year in spring - top up to 50mm depth	Once a year in spring - top up to 50mm depth	Once a year in spring - top up to 50mm depth	Once a year in spring - top up to 50mm depth	Once a year in spring - top up to 50mm depth	After years 8-10, no mulching required to prevent weed growth.
Pruning groundcover plants		Target pruning - twice a year in spring and late summer	Target pruning - twice a year in spring and late summer	Target pruning - twice a year in spring and late summer	Target pruning - twice a year in spring and late summer	Target pruning - twice a year in spring and late summer	Target pruning - twice a year in spring and late summer

Pruning shrubs and remove dead wood	Within all planters	Target pruning - once a year	Target pruning - once a year	Target pruning - once a year	Target pruning - once a year	Target pruning - once a year	Target pruning - once a year and replacement of any short-lived shrubs to the original specification requested up to year 10, or every 5 years. To be undertaken in early spring, as necessary.
Remove dead flower heads		Within flowering season - twice a year	Within flowering season - twice a year	Within flowering season - twice a year	Within flowering season - twice a year	Within flowering season - twice a year	Pruning back twice a year between April and June.
Pruning herbaceous plants		End of flowering season.	End of flowering season.	End of flowering season.	End of flowering season.	End of flowering season.	Annually, at the end of flowering season.
Pruning ornamental grasses		Pruning - once a year spring	Pruning - once a year spring	Pruning - once a year spring	Pruning - once a year spring	Pruning - once a year spring	Pruning - once a year in spring.
Mulching and weed control	Mulch spill on adjacent areas: Remove weeds and rubbish and return to planted area at every visit. Remove weeds growing on or in mulch by hand weeding.	twice a year: top up mulch and remove all weeds growing in bark mulch	twice a year: top up mulch and remove all weeds growing in bark mulch	once a year: top up mulch and remove all weeds growing in bark mulch	once a year: top up mulch and remove all weeds growing in bark mulch	once a year: top up mulch and remove all weeds growing in bark mulch	once a year: top up mulch and remove all weeds growing in bark mulch
Watering/Automatic Irrigation	Supply: clean water to potable standards Quantity: Wet full depth of topsoil. Application: Do not damage or loosen plants	as necessary to ensure successful establishment	as necessary to ensure successful establishment	as necessary	as necessary	as necessary	as necessary
Generally		First Year	Second Year	Third Year	Fourth Year	Fifth Year	Up to Year 20
Remove defective plants and replant.	Removal - As soon as possible following discovery Replacement - In the next suitable planting season	Once per year. Timed to allow replacement within planting season	Once per year. Timed to allow replacement within planting season	Once per year. Timed to allow replacement within planting season	if necessary	if necessary	if necessary
Take corrective measures: i.e. thinning out, dividing, relocate individual plants to accommodate growth, add plants if required	Thinning out - Standard BS 7370-4. Timing - when foliage of adjacent plants touch. Disturbance to adjacent plants - Minimise. Soil - refill holes with topsoil. Mulch - as original specification. Adjacent plants - make good any minor damage immediately.	annually, autumn	annually, autumn	annually, autumn	annually, autumn	annually, autumn	annually, autumn
Pest and disease control		twice a year	twice a year	twice a year	twice a year	twice a year	twice a year
Snow removal from establishing shrubs and hedges		As required after heavy snow fall.	As required after heavy snow fall.	As required after heavy snow fall.	if necessary	if necessary	if necessary
Soil decompaction and aeration		Approximately twice a year: after main periods of pruning and after maintenance work to annual/perennial plants	Approximately twice a year: after main periods of pruning and after maintenance work to annual/perennial plants	Approximately twice a year: after main periods of pruning and after maintenance work to annual/perennial plants	Approximately twice a year: after main periods of pruning and after maintenance work to annual/perennial plants	Approximately twice a year: after main periods of pruning and after maintenance work to annual/perennial plants	Approximately twice a year: after main periods of pruning and after maintenance work to annual/perennial plants
Litter removal	Collect and remove from site	Every 2 weeks	Every 2 weeks	Every 2 weeks	Every 2 weeks	Every 2 weeks	Every 2 weeks
Reinstatement	Damage or disturbance to soil structure, planting, irrigation, hard landscaping, structures.	Reinstate to original condition, where necessary	Reinstate to original condition, where necessary	Reinstate to original condition, where necessary	Reinstate to original condition, where necessary	Reinstate to original condition, where necessary	Reinstate to original condition, where necessary
Metalwork/Railings/Fences							
Maintain fences and gates	Inspection of condition of metal work and moving parts and make good damaged/worn components as required.	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed
Hard Surfaces							
Paving defect inspection / repair	Six times a year	Six times a year	Six times a year	Six times a year	Six times a year	Six times a year	Six times a year
Maintaining all hard surfaces	Remove litter, leaves and other debris. 2 times a year. Power wash to remove debris to maintain consistent clean appearance. Frequency may increase with seasonal changes.	Remove litter, leaves and other debris. 2 times a year	Remove litter, leaves and other debris. 2 times a year	Remove litter, leaves and other debris. 2 times a year	Remove litter, leaves and other debris. 2 times a year	Remove litter, leaves and other debris. 2 times a year	Remove litter, leaves and other debris. 2 times a year

Porous block paving Hydropave Braemar	Hydropave Braemar porous block paving to be maintained through annual visual checks—especially after rainfall—for surface ponding, with brushing and vacuuming of joints and replenishment of jointing material as needed, gentle cleaning of block surfaces using soapy water or light-to-medium pressure washing (avoiding high-pressure settings), prompt removal and replacement of damaged blocks, use of conventional de-icing salts as required, and weed control when necessary—all to preserve permeability, aesthetics, and structural integrity.	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	as necessary
Timber sleeper retaining wall - grade A European Oak	Periodic inspections for movement, rot, or splitting, cleaning off dirt and vegetation, treating exposed surfaces with a suitable preservative or oil if required, ensuring good drainage to reduce waterlogging, and promptly replacing any damaged sleepers to preserve strength and appearance.	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	as necessary
Precast concrete steps and seating steps	regular inspections for cracks, spalling, or surface wear, keeping them clean and free of moss, algae, or debris to prevent slips, washing with mild detergent or low-pressure water as needed, and carrying out prompt repairs or sealing to preserve safety, appearance, and durability.	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	as necessary
Wet pour/ rubbercrumb surfacing	occasional sweeping or hosing, regular inspections, gentle removal of moss, algae, gum and debris, and avoidance of harsh chemicals, high-pressure washing, or abrasive snow-clearing tools.	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	as necessary
Resin bound surfacing to tree pit aperture	routine sweeping or low-pressure washing to remove dirt and debris, periodic inspections for cracks or loosening, prompt repairs where needed, and avoiding harsh chemicals or heavy point loads to preserve permeability and appearance	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	every six months or as instructed	as necessary
Cleaning of drainage gullies	Empty traps and flush clean.	As required	As required	As required	As required	As required	As required
Furniture and play equipment							
Visual routine inspection		Every week	Every week	Every week	Every week	Every week	Every week
Maintaining site furniture	Inspection of condition of site furnishings and make good damaged/worn components as required;	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every six months or as instructed
All damaged furniture should be reported immediately to ensure prompt corrective action	replace missing components, ensure moving parts are aligned and working correctly and painted surfaces made good using suitable paint to match existing	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	All RAL surfaces to be painted to match with paint to manufacturers recommendations. Anti graffiti finish to be applied where appropriate
Timber elements	Wood surfaces to be inspected for cracks, splits and blemishes. Surfaces to be lightly sanded smooth to ensure free from splinters and debris	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	All wood replacements to match original specified
Oil/ grease equipment		Every 2 weeks	Every 2 weeks	Every 2 weeks	Every 2 weeks	Every 2 weeks	
Inspect equipment in line with manufacturers or suppliers instructions. Ensure all moving parts are working. Replace all missing elements.	Note: All defects to be reported immediately and equipment to be made out of bounds if there are safety implications.	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	Ensure footings are secure and that tread points and areas of heavy footfall are maintained alongside equipment.
Inspect all timber products for wear and tear and ensure surfaces are kept free of blemishes and potential splinters. Sand and oil in line with manufacturers recommendations.		every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed	every two months or as instructed

Bolt and fixings inspection							Year 10 - 2 or 3 main structural bolts shall be removed to enable inspection for excessive corrosion, where this process shall be repeated annually thereafter and until year 20, as required. Bolts to be replaced where deemed necessary.
General							
Health & Safety inspections	as required by Client's Health and Safety policies	as required by Client's Health and Safety policies	as required by Client's Health and Safety policies	as required by Client's Health and Safety policies	as required by Client's Health and Safety policies	as required by Client's Health and Safety policies	as required by Client's Health and Safety policies