



SCHEDULE 4: TOWONG SHIRE COUNCIL TOWN MAINTENANCE SUGGESTED FREQUENCIES

Bellbridge/Kurrajong Gap Lookout

ANNUAL SUM

	Note	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
SERVICE LEVELS														
MOWING														
Mowing(low cut) / whipper snip	*A	1	1	1	1	1	1	1	1	1	1	1	1	24
Mowing (high cut)	*B		1		1		1		1		1		1	14
TREE PRUNING														
Dedicated inspection and prune	*C									1				1
Sucker prune/tidy	*D													
GARDEN MAINTENANCE														
Weeding and maintenance	*E				1				1					4
Foreshore													1	
STREET CLEANING														
Obstruction clearance & cleaning	*F	1	1	1	1	1	1	1	1	1	1	1	1	52
Public places	*F	1	1	1	1	1	1	1	1	1	1	1	1	52
Mechanical leaf collection	*G					1	1	1	1	1	1	1	1	7
LITTER BINS														
Empty	*H	2	2	2	2	2	2	2	2	2	2	2	2	71
Clean & disinfect	*I				1					1				4
PUBLIC TOILETS														
Clean & restock as necessary	*J	2	2	2	2	2	2	2	2	2	2	2	2	77
PUBLIC BUILDINGS/STRUCTURES														
Inspect, clean and maintain	*K													0
PUBLIC BBQs														
Clean BBQ and ensure operation	*L													0
WEED CONTROL & SPRAYING														
Restricted areas	*M		1				1			1		1	1	6
Fertilise/weed/bindi control	*N									1				1
STREET SIGNS														
Inspect and clean	*O				1					1			1	4
PLAYGROUNDS														
Inspect for hazards, clean as required	*P	1	1	1	1	1	1	1	1	1	1	1	1	52
Maintain equipment	*Q	1	1	1	1	1	1	1	1	1	1	1	1	23
Rake softfall	*R	1	1	1	1	1	1	1	1	1	1	1	1	30
STREET AND PARK FURNITURE														
Inspect for hazards, clean as required	*T			1			1			1			1	12
Clean	*U	1	1	1	1	1	1	1	1	1	1	1	1	15
Foreshore bollards - inspect for hazards, clean as required	*T		1		1		1		1		1		1	12
Bollards on foreshore - restrain bi-annually	*V					1								1
Repaint annually	*V				1									1

NOTES: Notes are to be read in conjunction with the Specific Service Standards

*** Where frequency is twice weekly this is preferred on a Friday and Tuesday. Where it is once per week this is preferred on a Friday.

*A - Refer to town maintenance maps which indicate the areas requiring mowing.

*B - Hi-Cut Mow/Slashing

*C - Pruning of trees relates to all streets identified on the town maintenance street map. Maintenance of 2.1m clearance in parks, footpaths, and roadways. A dedicated activity undertaken on an annual basis.

*D - Sucker prune/tidy relates to new growth below 2.1 metres or from the ground

*E - Maintenance of garden beds and traffic islands which includes spraying and weed/dead plant removal. Pest/Fungus spray plants if required

*F - Cleaning of kerb and channel and public areas of all leaf litter and other materials

*G - The successful tenderer shall arrange for a private contractor to undertake leaf suction or alternatively have their own equipment or system of completing this task.

*H - empty litter bins, includes picking up any strewn rubbish within 5metre vacinty - Street/Park bins must have a bin liner

*I - litter bins clean and disinfect

*J - public toilets clean and restock

*K - In most cases, this item will require no action. However, an inspection role is necessary once per week to check for cobweb build-up/removal, graffiti removal and other small cleaning issues.

*L - Cleaning frequency is set at once per week unless stated otherwise. Twice weekly cleaning is suggested during school holiday periods.

*M - Spraying with "Round Up" or equivalent of all sign posts, street furniture, trees,garden beds and kerbs, gutters and drains. NO spraying of drains is to be carried out where there is a risk of vegetation loss resulting in erosion. If uncertain, contact the Council's Town Maintenance Officer.

*N - Application of ferterliser, weed/bindi control - generally an annual task on grassed areas in public places

*O - Town signs are to be inspected and cleaned quarterly. Maintenance includes sign post paint touch up. Where signs require maintenance, Council's Town Maintenance Officer must be notified.

*P - Playground equipment must be inspected on a weekly basis and Council immediately notified of any damaged equipment or dangerous situation. (Council will complete a full safety audit annually)

*Q - Playground maintenance specification applies to equipment cleanliness.

*R - Playground maintenance specification applies to "fluffing" & maintaining safe softfall levels, ensuring level under equipment. Council will provide softfall as necessary, generally on an annual basis.

*S - Town maintenance contractor should undertake a designated inspection of all park furniture each month. Touch up of painting is necessary and any additional maintenance or replacement required should be reported to Council. Annually inspection by council.

*T - Street/Park furniture maintenance specification applies to furniture cleanliness / safety.

*U - Street/Park Furniture clean as per schedule or as required if soiled/dirty

*V - Maintenance specification applies to repaint/varnish of furniture including seats/tables - products to be used must be confirmed with Council's Town Maintenance Officer

ASSET LIST

MOWING

Refer to map for streets/lanes
Foreshore area as shown on map
Service corridor - Bethanga Rd
Roy Williams Park

TREE PRUNING

All streets shown on township map

GARDEN/ISLAND MAINTENANCE

Car park & garden beds - Info Center
Berringa Center Garden Beds - front/back
Foreshore areas as shown on map

STREET CLEANING

All streets shown in Township map

LITTER BINS

Bins - foreshore	6
Roy Williams Park	1

PUBLIC TOILETS

Info center	1
Bethanga Bay	1

PUBLIC BUILDINGS/STRUCTURES

Info Center (Public Toilet block)	1
Berringa Community Center	1
Bus Shelter	1

STREET AND PARK FURNITURE/STRUCTURES

Foreshore - Shelter including picnic table and chairs	3	Foreshore area
Pine fence	1	Corner Lyndon Ave & Bethanga Rd
Foreshore - Shelter	3	

PUBLIC BBQs

n/a

WEED CONTROL & SPRAYING

Info Center car park
Berringa Community Center

STREET SIGNS

Bellbridge town entry signage
Traffic and street signs
"Pure" signage
Info center Notice Boards

PLAYGROUNDS

Roy Williams Park	1
Foreshore	1