

Annex A

Specification and Guidance for Contractor undertaking Urban Grass Mowing

Specification for Barnwell

Mowing area - please refer to areas shown in yellow on the Barnwell map including upto the *30 mph signs* at ends of village, paying particular attention to:

- Verges either side of Barnwell brook; the brook banks themselves should not be cut and a strip ½ m wide should be left either side of the brook uncut for wildlife, these will be cut latter in the season .If not cut by the Environment agency the last cut should include this area right up to the top of the bank.
- The wide area opposite Chancel Terrace, between the two bridges, this should be mown completely as if a village green in March(if there is a cut) and left in April to allow buttercups to flower, but resumed again at the end of May cutting.
- The area outside Wynyards has daffodils and then buttercups so mowing in these areas needs to be avoided in March, April and resumed at the end of May apart from 1 metre along the roadside.
- The area beyond the ford has a resident water vole colony; wider areas of the brook banks should be left undisturbed, so as not to destroy their nests. These wider areas of the brook bank follow the inner line of trees The verges should be mowed up to the tree line nearer the brook and the area near the brook left.
- Where possible wild flowers and other interesting plant species (eg. Buttercups and Comfrey) should not be mown. In Particular
 1. The wide area outside Wynyards contains daffodils and then buttercups and these should be left until well after they finish flowering.
 2. The bank outside the Chancel where daffodils grow should be left until well after flowering.
 3. The Area opposite the Chancel. Here in April and May there is a large patch of buttercups these should be left to flower and die off.

Number of cuts – 7 cuts per annum (normally carried out between April and October), with the final cut of the season including a ‘tidy up’ of areas not fully mown at the previous cut. NB. includes 50cm strip along brook bank.

General Guidance

Metalled Link Footways and Rights of Way

The cutting of grass on metalled link footpaths and metalled rights of way in urban areas has been included where appropriate. The specification for this work requires grass and other vegetation to be cut to ensure paths are cleared up to 2 metres in width or to the boundaries of the adjacent land, whichever is the lesser. (Metalled is defined as bound or unbound hard surface i.e. any surface other than earth, gravel or grass)

Overhanging Vegetation

The Contractor is not required to cut back overhanging vegetation growing from outside the footway boundary; this is the responsibility of the landowner. If this is a problem the Parish Council will approach the landowner in the first instance. If no action is forthcoming the Highway Authority may issue an enforcement notice if details of the landowner are known.

The Contractor shall cut grassed areas of highway verge in in urban locations as follows:-

- All grass on fully developed frontages.
- The full area of roundabouts and splitter islands except where planted or maintained by others.
- A minimum 2.4 metre wide strip on undeveloped frontages, where possible, immediately adjacent to the carriageway, except where there is a road junction where the full width should be cut for 100 metres either side of the centre point of any road junction on the same side as the junction.
- A minimum 1.2 metre wide strip immediately adjacent to both sides of footways/footpaths and where fronted by a field. Where a verge exists between the carriageway and the footway, or is fronted by a house, the whole area should be cut.
- Planted areas such as daffodils and other spring flowering bulbs shall not be mown on the first cycle unless located within a visibility splay.
- Where a visibility splay at a junction extends outside the urban area the full visibility splay shall be cut to the urban frequency.
- The Parish Council should also include any sub-parishes, hamlets etc. which come under the jurisdiction of the Parish Council.

An urban boundary is defined as the speed limit sign of 40mph or less. Areas of grass may be removed or added to the schedules where a Parish or District Council decides to undertake the cutting of grass. This area will be for complete villages. Amendments to the schedules will be notified to the Contractor at least 5 working days before the commencement of works for any particular cycle.

Cutting of grass verges

- The whole area shall be cut leaving no areas uncut between rows and carriageway edges. Where earthen grip drains cross the verge the grass mowing shall follow the profile of the drain.
- Grass adjacent to walls and around street furniture, safety fencing and statutory undertakers and other body apparatus (e.g. Markers, phone boxes, grit bins etc.) shall be cut using hand trimmers or similar. Alternatively, the immediate area around such obstruction (maximum 300mm from obstruction) may be treated with weed killer on the first cycle only. In urban areas all items of street furniture within areas to be cut shall be treated in a similar fashion.
- Cutting may be carried out either by manual or mechanical means. The Contractor shall submit to the liaison officer details of the methods, machinery, plant, materials and labour to be used before commencement of the first cycle of each year. All machinery shall be suitable for the purpose and be fitted with all appropriate screens and safety guards as specified by the manufacturer. All blades shall be kept sharp and shall cut and not rip the grass.
- Cuttings shall be removed from metalled surfaces such as footways and carriageways and other areas as directed by the liaison officer. The removal of cuttings from metalled surfaces shall be done immediately following the mowing of a particular area.
- When the verge on one side of any section of road is cut, the verge on the opposite side shall be cut within 1 day. (urban roads)

Requirements for the contractor undertaking highway grass mowing

Insurance

A public liability insurance of 5 million pounds for any one incident has to be taken out by those undertaking the mowing; a copy of the Public Liability Insurance Certificate will be provided on request.

Traffic Management

Should not normally be needed, but should comply with Chapter 8 of the Department of Transport's Traffic Manual, i.e. any mowing outside a 30mph limit is signed. Ride on mowers/vehicles must be fitted with rotating amber beacons and must be switched on when the vehicle is in use. Operatives will wear high visibility clothing. Mowers will travel with the flow of the traffic when cutting from the road. Operators should be aware of pedestrians and not impinge progress.

Health & Safety

Personal protective clothing must be worn, i.e. steel toe cap and mid sole safety boots, safety goggles, gloves and overalls. The contractor will comply with all relevant legislation. A copy of the Contractor's Health & Safety Policy will be provided to the Council on request. The Contractor is responsible for carrying out all appropriate risk assessments relating to the delivery of the contracted services in the Parish of Barnwell. On request a copy of the risk assessment will be provided to the Council.

Noise at work

Ear protection to be worn if required.

First Aid

First Aid kits to be available on site.

Duty of Care

Barnwell Parish Council is aware that as the 'employer' it has a 'duty of care' as defined under the Health and Safety at Work Act, and will ensure this is complied with.

Customer Care

Should the Contractor receive any complaints or claims for damage from local residents, the Contractor will immediately notify the Council and advise the Council how it proposes to handle the complaint or claim.

Claims for Payment

Should be made to:

Mrs Nicki Phillips, Clerk to Barnwell Parish Council, 54 High St, Ringstead, Northants, NN14 4DA