



DDRC Healthcare Ground and Gardens Maintenance Plan

Compiled by Tim Mockridge for Facilities Development

1 Objectives

Through the provision of a comprehensive Grounds and Gardens Maintenance Service that is responsive to seasonal weather and growing conditions DDRC Healthcare aim to achieve the following key objectives:

- Development and maintenance of an aesthetically pleasing and varied landscape that is functional and complementary to the Site and the local environment throughout the year
- Maintenance of the Site Grounds in a safe manner and accessible to staff, patients, students and visitors
- Maintenance the grounds and gardens to facilitate the smooth running of core DDRC operations and ensuring access to the Facility at all times
- Maintain and develop the grounds and gardens in a manner that promotes a positive image of DDRC Healthcare to all authorised users of the Site
- Provide and maintain safe, logical and clear circulation routes across the Site that are accessible to all authorised users of the Site

The key customers of the Grounds and Gardens are patients; staff; authorised visitors; service providers; emergency services and approved sub-contractors employed by DDRC Healthcare.

2 Management Supervision and Organisational Structure

Our approach is based on three areas of responsibility;

- Our In-house Grounds and Gardens operative shall carry out preventative and responsive ground maintenance activities as directed by SMT
- They will manage external and courtyard grounds areas with the assistance of the specialist sub-contractor when the task requires it
- Managers and Supervisors from the DDRC team will provide response and rectification to Grounds and Gardens related issues and any problems

The Facilities and HR Manager shall have overall responsibility for the management of the Grounds.

3 Scope

The Grounds maintenance Service shall be provided only for the area within the DDRC Healthcare Site boundary.

The Grounds and Gardens Maintenance staff member in conjunction with other designated staff and engineering shall provide the following, in accordance with this maintenance document:

- a planned and ad-hoc horticulture service
- a planned and reactive maintenance programme for all external structures and surfaces
- an emergency call-out service to address such occurrences as fallen trees, snow or ice, etc

The Grounds and Gardens Maintenance Plan is designed to provide a full Planned Preventative Maintenance and horticulture service across the Site. This shall include, but not be limited to:

- shrub pruning
- hedge cutting
- tree maintenance/surgery
- lawn care including mowing and edging
- flower bed maintenance
- weeding and proactive weed control; and
- planting, including shrubs, trees, flower beds.
- The Grounds and Gardens Maintenance Service shall provide a comprehensive grounds maintenance service across the Site. This shall include but not be limited to
- roads and pathways
- signage; including lighting
- courtyards and paved areas
- boundary walls and fences
- car parks, including line markings
- external furniture including street furniture; including replacement of light fittings and elements
- lawns, open areas (including rough grass)
- paved areas and hard standings
- external staircases/fire escapes
- Tree Protection Orders (TPOs) if applicable
- Risk assessment

The planned maintenance schedule should be agreed in advance by the Facilities and HR Manager in conjunction with the grounds operative. The schedule should include, where required the items tabulated below. All staff are responsible for the observation of the DDRC Healthcare grounds and are required to feed back any items requiring attention or safety concerns to the centre manager.

A proportion of the land is laid to wild meadow with planted grasses and meadow flowers. The landscape maintenance schedule recognises that this area should be managed in a differently and appropriate to the type of planting that sits outside the schedule.

LANDSCAPE MAINTENANCE SCHEDULE												
Task	Month											
	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	NOV	DEC
Plant monitoring												
Pruning												
Deadheading												
Fertilisation												
Perennial cutback												
Watering if required												
Edging												
Weeding												
Mulching												
Leaf removal												
Pest monitoring												
Nesting boxes												
Bat monitoring												
Seeding												
Paths and signage												
Escape staircases												
Car parking												
Icy ground treating												