



SERVICE PROVISION

Kingsley Road

Sneinton, Nottingham, NG2 4AR

Nottingham City Council

Applies to: 18,22,24,26,28

No. of properties: 5 of 11

Other Information:

Kingsley Road

Sneinton, Nottingham, NG2 4AR

1 Grounds Maintenance

- 5 Note: Large items of rubbish or quantities of animal excrement will be reported back to office. Gardeners are not expected to deal with bulky waste or waste that poses a biohazard.
- 6 Remove all self-set saplings from site wherever they occur.
- 7 Leaves and general litter to be removed from site and not allowed to gather on any part of the site that is marked for grounds maintenance. Where leaf blowers are used, all leaves and other light litter should be removed from site.
- 8 Footpaths, bin stores and drying areas should be kept clear of foliage, weeds and debris - this includes cutting back of any vegetation growing in from over boundaries. Moss will be treated and removed.
- 9 Car parks, hardstanding/hard surface areas and respective edges will be kept clear of all debris, weeds and moss.
- 19 Where invasive weeds are found on site, to advise the NCHA and advise an appropriate course of action. Invasive weeds are considered to be those covered by various articles of UK legislation and also perennial plants that proliferate and dominate their environment causing problems to neighbours and structures ie. Russian Vine, Ivy, Bindweed etc.
- 20 Where Ivy is on site and established but not causing immediate problems, NCHA considers it to be managed as part of the contract to keep it from blocking windows, meter cupboards, doors, vents etc. All Ivy should be maintained at a height below 1.5m to ensure control and not requiring working at height.

Where it is possible to remove easily, remove it.

Where Ivy is becoming a problem ie. out of hand and encroaching on the fixtures and fittings of a building ie. upstairs windows, vents, guttering or affecting outbuildings, trees, fences etc and requires removing, please advise NCHA.
- 30 Gardeners to take several photos of main areas and at each visit and provide these to NCHA.
- 48 General: Please contact the office or Communalservices@ncha.org.uk directly if you are concerned about a tree or invasive species of plant. Please take pictures from several angles and attach them to your email.

49 **Scheme Manager**

53 Sweep & litter pick immediately outside communal area doors.

54 Fly Tipping/removal of large items will incur an additional charge.

56 Scheme Managers will report any faults/Health & Safety issues they notice, however NCHA encourage tenants to report directly to NCHA Property Services any faults within their own property or communal area.

58 The Scheme Manager Hours are charged over a 52 week period. Due to annual leave sickness cover, training attendance and meetings you may not receive 52 visits.

59 NCHA will provide cover for long term absence to ensure Health and Safety checks are completed and to cover the cleaning of the building.

60 It is the tenant's responsibility to arrange for the disposal of large items, you can do this by contacting the Local Authority.

61 Carry out an Estate Inspection within the scheme boundary to check for any Health & Safety, maintenance or grounds maintenance concerns. The Scheme Manager will report any concerns to the relevant department.

62 Carry out a litter pick and any remove debris (leaves etc).

63 Ensure that parking bays and access paths are clear of debris.

64 Remove and or report any fly tipping within the estate boundary.

69 **Landlords Electric Supply**

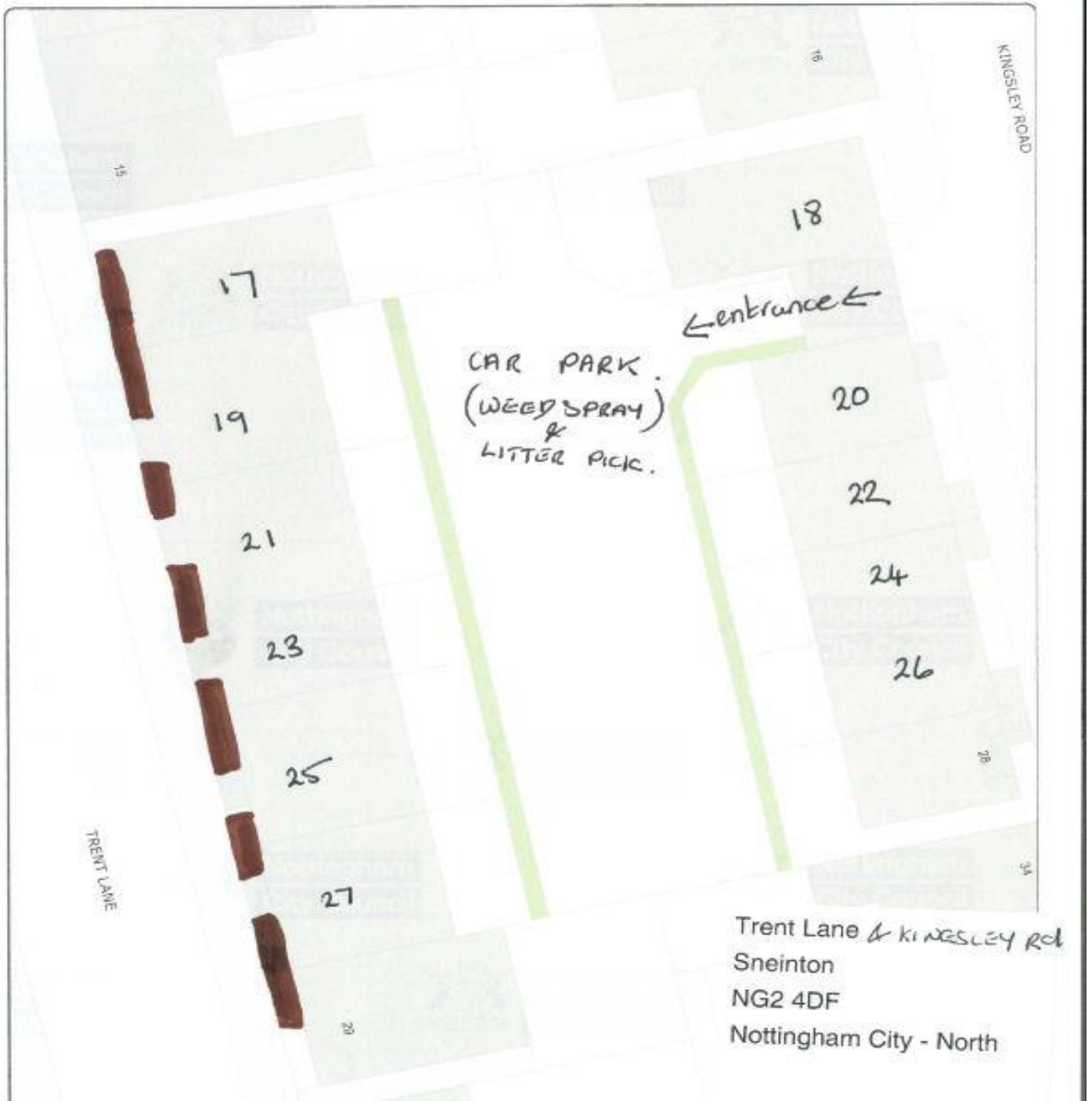
70 Electricity supply to cover communal lighting and other communal services. Also for use by NCHA Scheme Managers, cleaners and DMS or contractors.

71 Note: Not for tenants private use.

89 **Futher & Additional Information**

90 Please treat contractors with due courtesy.

91 If you have any questions about service provision, please contact this office on 0800 0138 555 or Communalservices@ncha.org.uk and we will be happy to help.



Trent Lane & Kingsley Rd
Sneinton
NG2 4DF
Nottingham City - North