



2016-2019

Maintenance Plan

A technical description of functions and frequencies of the outdoor environment's maintenance products



Maintenance Plan

Contents

Maintenance Plan.....	2
T1.1 Vegetation Areas	3
T1.11 Grass Areas.....	4
T1.112 Cultivated Lawns and High-grown Grass Areas	5
T1.12 Trees, Bushes, Hedges and Flower Beds.....	6
T1.121 Trees.....	6
T1.122 Bushes	8
T1.1222 Trimmed Hedges.....	9
T1.1223 Cultivated Shrubbery	9
T1.123 Roses	10
T1.124 Climbing Plants.....	10
T1.125 Perennials.....	11
T1.1253 Bulbous Plants.....	11
T1.126 Bedding Plants.....	12
T1.2 Ground Coverings.....	13
T1.21 Stone, Brick, Concrete Slabs, Gravel and Asphalt Surfaces.....	14
T1.23 Surfaces with Wood Covering	14
T1.3 Fixed Equipment on Developed Land.....	16
T1.31 Enclosures and Entry Devices.....	16
T1.32 Play and Sports Equipment	16
T1.38 Miscellaneous Fixed Equipment on Developed Land	17
T1.41 Outdoor Furniture	18
T1.81 Spaces for Waste Management (Recycling Stations).....	18
T1.83 Patios.....	18

Maintenance Plan

Valid only for the 2016-2019 contract period

The maintenance plan provides a brief technical description of the functional requirements and frequencies of measures placed on the outdoor environment's various components (maintenance products). It also gives a good picture of which areas are important to maintain and check (inspection) and the main tasks in the outdoor environment.

The goal of the maintenance plan is to outline a clear and measurable target for all parties. The maintenance plan is an important management tool for both the client and the contractor. The purpose of the technical description is to provide a common understanding of set functions and requirements.

The quality assurance procedure means that the contractor performs the right actions at the right time and uses the correct materials. Therefore, both a timetable and description measures (diary) are required to be able to follow up and check that the procedure corresponds to the housing cooperative's specification of requirements. Hence the need for common targets and a common language. In this contract, AFF codes and SABO's specified requirements are used for the outdoor environment. The AFF system is a tool for both procurement and production control in property management of the external environment. The property owner has an overall responsibility for the outdoor environment – that it meets social, aesthetic and economic sustainability objectives for the residents.

Those measures (activities) that are strived after in the maintenance plan shall also be added into a production plan for the year. This may be a simple seasonal plan with a diary or something similar. It should be easy to read, check and follow-up for all parties. The commission also includes inspections, which means that faults or shortcomings shall be reported immediately and rectified after Brf Skogshöjden's request. These commissions are always given in writing.

During the contract period, four operations will guide work in the outdoor environment: planning, execution, follow-up and improvement of the housing cooperative's external environment. In order to achieve the set objectives, both parties must perform quality assurance and work systematically with discretionary inspection. See fig. 1.

Figure 1. Quality assurance in production

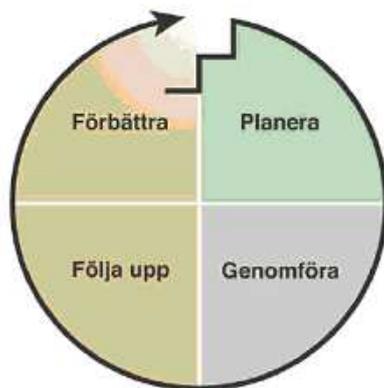


Bild 2: Arbetet med egenkontroll ska utföras systematiskt och med fokus på att ha kontroll över verksamheten ur miljösynpunkt och förbättra kontrollen. Arbetet kan liknas vid de metoder som används i frivilliga miljöledningssystem.

T1.1 Vegetation Areas

Maintenance Object

Grass areas, trees, bushes, hedges and flower beds with perennials & bulbs and urns

Functional Requirements

Grass areas, trees, bushes, hedges, bulb planting and flower bed areas with perennials and other plant material found in urns, including surrounding ground surfaces shall be tended so that they present an impression of being well-kept and an aesthetic expression suitable for their species. The outdoor environment shall function well and display robust vitality.

Wilting plants, leaves, small twigs and other organic matter, whenever possible, shall be left in the shrubbery and other appropriate green areas so long as this does not pose an inconvenience or cause unattractiveness in the area. Leaves shall be mulched and blown to the possible extent before their removal.

Care and maintenance shall be performed in an environmentally friendly manner, which means that, fuel for motor-powered tools and machines, for example, must have suitable environmental classification, like Aspen, or a similar brand. Machines must not stand idling etc. Electrically powered machines are preferred. Old machines and poorly maintained equipment with high emissions should not be used at all.

Green waste must be sorted from regular garbage and should not be mixed up. Large amounts of green waste must be taken to a municipal recycling centre or other recycling operator. All areas shall be kept clean of litter and garbage. Inspection of the areas shall also be performed in conjunction with public cleansing.

All maintenance objects shall be entered in the production plan (seasonal plan). See fig. 2.

Maintenance

Spring cleaning shall be completed by 30th April and autumn cleaning shall be completed by 15th November. Spring and autumn cleaning means that all areas are cleaned of winter grit, litter, leaves and other foreign objects. Slurry suction and inspection shall be performed in all drains ahead of the vegetation work season before 1st April. The same applies for the autumn cleaning where an inspection is required before the autumn rains. Drains shall be kept clean

T1.112 Cultivated Lawns and High-Grown Grass Areas

Maintenance

Mowing shall be carried out at least 18-20 times a year and satisfy the functional requirements for cultivated lawns.

Trimming around obstacles shall be carried out after every 4th mowing.

Grass clippings may remain, assuming no visible accumulations arise. No strings or piles of grass may be left on grass areas. Grass clippings are not permitted on hard surfaces. These areas shall be blown clean.

Watering shall be performed, in consultation with B, if there is a prolonged dry spell.

Mowing in the autumn involves mulching of leaves. The leaves are cut so that they do not form mats on the lawns. Two to three of the last mowings of the season are carried out as mulching.

Fertilisation is performed with a dose of NPK in late spring and early summer before midsummer according to instructions from the manufacturer. This material cost is paid by B.

Additional sowing of grass shall be done on surfaces that have been damaged, received new soil or where grass has been worn or disappeared.

High-grown grass may occur in certain designated areas. These areas are cut following another mowing schedule. The first mowing is done after Midsummer, when flowers have blossomed. The areas are then mowed regularly until late autumn/winter. High-grown grass favours biodiversity.

Corrective Maintenance

Damaged, diseased and dead portions of the lawn are repaired and replenished. Sowing, top-dressing and aeration as well as additional fertilisation is performed for additional compensation after consultation with B. These actions are subsequently adjusted in the maintenance plan.

Planned maintenance and other investments in the grass areas are found in the maintenance plan.

T1.12 Trees, Bushes, Hedges and Flower Beds

Maintenance Object

Trees, bushes, low-growing roses, climbing plants, perennials and bedding plants.

Functional Requirements

Plants with surrounding vegetation areas are tended so that the plants remain in good condition, bloom and develop normally for their species, in addition to providing a nice character and aesthetic expression for the area. The plants shall be placed in the right location, which means that the habitat should be right for the species. A large tree can, for example, needs a large volume of earth and air space for its crown to develop. Shade plants should be sited in shaded areas and sun-loving plants in sunny places. Transplantation and additional planning should be done in the autumn/winter and/or before the vegetation starts to grow in spring. This does not apply to bedding plants that should have a flowering schedule.

Maintenance

The plants are pruned so that accessibility and safety is maintained on roads, pedestrian and cycle paths as well as adjacent to façades. It is especially important to maintain sight lines and vehicle height.

Overhanging branches are pruned during summer time (July-September) to increase safety and accessibility for the residents. The same applies to plants that are taking over the planted areas.

Formative cutting of trees and hedges is done in late autumn and/or winter in consultation with B.

The areas are cleared of weeds at least 5-6 times per year. It is important to start working with weed control early in the season, when the weeds have approx. 4-6 leaves (2 true leaves). SABO's 14-minute method is preferred. This means that weeds are stressed at an early stage with the right measures and retreated in the late summer.

Fertilisation is carried out in the spring with organic matter such as compost and cow manure, as well as NPK fertiliser.

Watering is carried out in times of prolonged dry spells and in consultation with B. Watering bags like Treegator are used for newly planted trees. These are mounted in spring and taken down in autumn. The bags are filled regularly, at least every 14 days.

Cut plant material is gathered, mulched and composted in the environs of the property unless the waste is extensive and must be transported away.

Corrective Maintenance

Plants are replaced for additional compensation after consultation with B. Dead trees and other plants are removed immediately if they do not fulfil a function or if they create insecurity in the area. Incorrect plantings are cut down completely or removed after consultation with B.

These measures are alterations and additional (ÄTA) work and must be entered in the maintenance plan.

T1.121 Trees

Maintenance Object

Free-growing park- and ornamental trees, fruit trees, street trees and topiary trees, including vegetation areas, tree wells, tree grates and tree supports.

Functional Requirements

Trees with surrounding vegetation areas are maintained so that they remain in good condition and develop normally for the variety and species as well as exhibit good growth with correct bud development, flowering and well developed foliage. Trees standing on paved surfaces adjacent to parking lots or similar areas should always be provided with watering bags during the growing season, April-Sept. Watering shall be carried out regularly to reduce drought damage. The same applies to newly planted trees throughout the time they take to establish themselves. Regular feeding is carried out via the watering bags, and according to the manufacturer's recommendations.

Tree supports shall be removed if the trees are established. They must not remain in place. Supports that have come loose shall be anchored. Trees wells and grates shall be kept clean of litter, so that air exchange for the roots can occur.

Pruning for visibility shall be done regularly throughout the year, but not when sap is rising in spring.

Water sprouts and root suckers should not be found on the trees. Damaged trees are to be reported immediately and rectified, as well as documented with pictures in consultation with B.

Maintenance

Tree pruning shall be carried out by persons with professional qualifications in pruning and tree care or equivalent competence as well as knowledge of safety requirements in traffic environments. Moderate to conservative pruning is important. Large measures must be entered in a tree-care plan and in consultation with B.

Watering should be carried out from April to October with the help of watering bags and the addition of small doses of fertiliser. Large trees should be surrounded with two bags. The bags are filled regularly, at least every 14 days.

Trees in areas with grass are protected from lawn mowers/trimmers by the immediate area around the trunk being kept grass-free with soil, mulch or planting around the trunk. If measures are required to create grass-free areas (pits) around the trees, then this is carried out upon B's request.

Trees adjacent to trafficked areas have a minimum branching height of 2m or more.

Staking is checked and adjusted at least twice a year in the first two years at the new plant site. Thereafter, the staking arrangement is removed if the tree is established.

Water sprouts- and root suckers are removed twice a year.

Tree pruning shall be executed, after consultation with B, during the autumn/winter unless the species requires spring and summer pruning.

Formative pruning shall be executed every two to three years. This measure shall be entered in the maintenance plan and is carried out upon B's request.

Trees that are formatively pruned and have reached their final size and shape are cut back to the previous year's pruning level to maintain shape and appearance. This measure is carried out upon B's request and with additional compensation.

Grass-free areas around trees shall be kept free from weeds. Weeding is carried out at least 5-6 times/year.

Corrective Maintenance

Trees that exhibit a poor condition and pose a safety risk shall be removed. Compensation is provided for this measure in consultation with B.

Any work involving transplantation of trees or other large measures to improve their condition are carried out upon B's request and in consultation with an advisor or someone similar.

Damage is remedied immediately and in consultation with B. Measures shall be documented in a tree plan.

T1.122 Bushes

Maintenance Object

Ornamental shrubs (solitary), berry bushes, trimmed hedges and cultivated shrubbery.

Functional Requirements

Bushes with surrounding vegetation areas are tended so that they remain in good condition, bloom and develop normally, are perceived as healthy and give an aesthetic value to the property area. Ornamental shrubs shall provide a characteristic expression and must not be out-competed by the rest of shrubbery. Hedges shall be dense and continuous, and maintain a nice shape. Shrubby shall provide homogeneous and continuous expression in the area. No alien species that have self-seeded themselves in planting areas may be allowed to grow, such as forest maple, aspen and ash.

Fertilising shall be carried out with organic matter in spring. During the summer, grass clippings also work as an extra dose of N, and mulch such as leaves, twigs and peat is used in the autumn.

Maintenance

Mechanical weed control, coppice shoots, wild shoots and root suckers shall be executed 5-6 times per year

Bushes are pruned lightly every year, so that the natural character of the species/type is preserved with the aim of gradually rejuvenating the bushes to avoid radical rejuvenation pruning.

Dead and damaged branches are removed continuously throughout the growing season. Rejuvenation pruning shall be executed after consultation with B for additional compensation and shall be reported in the maintenance plan.



Organic matter is applied in a layer at least 5-10cm thick in spring and autumn. This shall be dug into the soil. The client pays extra for materials and measures.

Corrective Maintenance

Bushes and shrubbery that obscures and creates unsafe zones shall be pruned in consultation with B, and measures are paid for continuously after consultation with B. The same applies to dead and diseased bushes. Maintenance pruning is performed according to the measures described in the maintenance plan.

T1.1222 Trimmed hedges

Maintenance Object

Clipped hedges and free-growing hedges.

Functional Requirements

Hedges shall have the attribute of creating different areas in the grounds. They shall be healthy, dense and convey an aesthetic and functional expression. Topiary hedges, shall have a form that provides the correct light penetration. Free-growing hedges shall maintain a dense and neat form.

Fertilising shall be carried out with organic matter.

Maintenance

Mechanical weed control, coppice shoots, wild shoots and root suckers shall be done once a year. Flower bed areas must be free of troublesome weeds and root-propagated weeds.

Hedges are pruned every year before midsummer, and formatively pruned for winter. Thereafter, an extra light pruning is also carried out in August after consultation with B.

Hedges that have reached their final size are formatively pruned to the previous year's level with the correct gradient inward to get the right amount of light. This is done to maintain the shape and appearance in the growth period ahead. Winter pruning shall be executed after consultation with B for additional compensation. Action shall be noted in the maintenance plan.

Dead plants are removed.

Fertilising is carried out in spring with organic matter. Suitable material is cow manure, compost and humus. The material is spread in a layer of approx. 5-10cm thick. B pays extra for these materials.

Corrective Maintenance

Parts of hedges that are dead or diseased are replaced with new ones after consultation with B.

T1.1223 Cultivated Shrubbery

Maintenance Object

Cultivated shrubbery applies to all varieties of bushes that are found in large numbers and create the feel of outdoor 'rooms', and border zones as well as demarcations.

Functional Requirements

Cultivated shrubbery shall be perceived as a partitioning of spaces and be aesthetically pleasing, in addition to convey a healthy and functional expression. It may not contain gaps or other foreign elements that mar the overall impression. The shrubbery must not create unsafe zones. Shrubbery can also flower and produce fruit if it is formed by such species.

Fertilisation shall be carried out every year with organic matter and mulch in the autumn.

Maintenance

Mechanical weed control, coppice shoots, wild shoots and root suckers shall be carried out once a year.

Maintenance Plan

Bushes are pruned lightly once every year, so that the natural character of species/type is preserved with the aim of gradually rejuvenating the bushes to avoid a radical rejuvenation pruning for the whole area.

Dead and damaged branches are removed once a year.

Rejuvenation pruning shall be executed after consultation with B for additional compensation. This action is taken up in the maintenance plan.

Fertilisation is carried out with organic matter such as cow manure, compost and humus applied in a layer of approx. 5-10cm thick. Materials are paid for by B.

Corrective Maintenance

Bushes in the shrubbery which are either diseased, damaged or dead are removed in consultation with B.

T1.123 **Roses**

Maintenance Object

Different types of roses such as shrub, climbing and low-growing roses

Functional Requirements

Each rose variety shall give a healthy, pleasing impression and have a growth habit, which is correct for the species and good flowering. There must not be any disruptive elements in the form of weeds. Watering and fertilising should be carried out every year in the spring and throughout the season.

Maintenance

The roses are pruned every spring. Three main branches shall be kept. The pruning cuts are made over outward pointing buds.

Mechanical weed control shall be carried out 5-6 times a year.

Summer pruning shall be performed twice a year. Faded inflorescences and any wild shoots are pruned.

Fertilisation is carried out in spring with organic matter such as compost, cow manure and humus applied in a layer of approx. 5-10cm thick. Materials are paid for by B.

Corrective Maintenance

Dead, damaged and diseased roses are removed in consultation with B. The same applies to the leaves of diseased plants. This action should be noted in the maintenance plan.

T1.124 **Climbing Plants**

Maintenance Object

Different types of climbing plants that climb and need support. For example, clematis, honeysuckle, Virginia creeper, blackberries, grapes and kiwi etc.

Functional Requirements

Climbing plants shall have an aesthetically pleasing and functional expression. They will display freshness and healthiness in flowering, fruiting and foliage.

Maintenance

Maintenance Plan

Maintenance pruning shall be carried out annually. Dead, damaged and diseased vines and branches are pruned. Those species that are not self-climbing are bound to the surface on which they grow.

Climbing plants on façades are limited by pruning adjacent to windows, roof eaves, etc.

Mechanical weed control shall be carried out 5 times per year. Watering is carried out in cases of prolonged dry spells or under new plantings as well as after repairs.

Fertilisation is carried out twice a year with cow manure, compost and humus in the spring, and with mulch such as leaves and peat litter in the autumn. Materials are paid for by B.

Corrective Maintenance

Dead, diseased and damaged plants are removed and replaced in consultation with B.

T1.125 Perennials

Maintenance Object

Perennial herbaceous plants that wither in the autumn/winter. Perennials have different habitat requirements and are grouped by various criteria. For example, ground cover perennials, tall growing and flowering perennials etc.

Functional Requirements

Perennial plants with the surrounding vegetation areas are tended so that they remain in good condition, bloom nicely and develop normally for the species. Flowering perennials shall exhibit freshness and leafy plants shall look healthy and pretty.

Troublesome weeds and root-propagated weeds must not be found in the areas.

Watering shall be carried out during dry spells and always after new planting.

Fertilisation is carried out with organic matter in the spring and autumn.

Maintenance

Mechanical weed control shall be carried out 3 times per year or more.

Trimming shall be performed once a month. Dead and faded plant parts are removed.

Fertilising shall be carried out once a year with organic matter such as cow manure, compost and humus applied in a layer of approx. 5-10cm thick. Leaves shall be blown in during the autumn together with peat litter and cover perennials.

Perennials are cut back in the spring.

Watering is always carried out during dry spells.

Dead and damaged plant are removed.

Dividing of perennials is carried out in spring and autumn.

Corrective Maintenance

Dead, damaged and diseased perennials are replaced in consultation with B. Materials are paid for by B. Major damage that is dealt with shall be reported in the maintenance plan.

T1.1253 Bulbous Plants

Maintenance Object

Spring and autumn flowering bulbs. Different types of bulbous plants such as scilla, crocus, tulips, autumn crocus etc.

Functional Requirements

Maintenance Plan

Bulbous plants shall be perceived as healthy and aesthetic. They shall create attractive areas early or late in the spring and autumn. Flowers and foliage shall have good growth during the season.

Fertilisation of bulbs is carried out during flowering every year in the spring.

Maintenance

Weeding is carried out 3-5 times during the growing season. This applies to bulbs in flower bed areas.

Fertilisation is carried out with granulated fertiliser (NPK) and blood meal when bulbous plants bloom early in the season.

Watering is carried out if spring is dry and when the ground is frozen.

Bulbous plants which have wilted should be cut away.

Corrective Maintenance

Bulbs that have disappeared are replaced with new ones in the autumn. This action is done in consultation with B. New bulbs shall be planted no later than week 40.

T1.126 Bedding Plants

Maintenance Object

Spring, summer and autumn flowers in flower beds, window boxes and urns.

Functional Requirements

The purpose of bedding plants is to ornament and beautify. This means that planting areas must look neat, healthy and aesthetic.

Dead and damaged plants are removed.

Fertilisation is carried out regularly to provide for good growth and flowering during the season.

Maintenance

Irrigation and trimming shall be carried out 1-3 times per week throughout the growing season.

Urns/boxes are placed out and filled with fresh potting soil by 1st April at the latest.

Plantings shall be carried out three times each year according to a schedule in consultation with B.

Mechanical weed control shall be performed during each occasion for trimming or irrigation.

Fertilising shall be carried out in conjunction with irrigation using NPK (complete fertilisers) or speciality fertilisers for bedding plants per m².

Large flowers shall be tied.

Urns/boxes are emptied and taken in for winter storage by 31st December. Dead, damaged and diseased plants are removed.

Corrective Maintenance

Replacement of bedding plants is carried out in consultation with B. This intervention is alterations and additional (ÄTA) work paid for by B.

T1.2 Ground Coverings

Maintenance Object

For example, roads and other surfaces covered with stone, brick, concrete slabs, asphalt, gravel and wood, such as terraces, porches, and detached patios on land or adjacent to buildings or playgrounds.

Exterior parking decks are presented here. Interior areas in parking garages are presented under T3.25, TECHNOLOGY 99.

Functional Requirements

The contract work shall be executed so that safe and convenient transportation can take place on roads and other paved surfaces. Damage is reported immediately to B.

The surfaces must be free of litter, moss, weeds and accumulations of leaves and other material.

The surfaces must be whole, clean and safe.

Graffiti and other vandalism is dealt with immediately.

Care and maintenance shall be performed in an environmentally friendly manner.

Weed control must be done so that there are no disruptive interspersions of weeds on ground coverings.

Maintenance

Public cleansing

Surfaces receive public cleansing once a week from 1st March up to and including 31st December as well as when there is bare ground during the winter months.

At other times, i.e. when it snows, areas receive public cleansing twice a month or more and infrequently if there is a blanket of snow.

Corrective Maintenance

Defects are documented with photographs and reported when the season for winter road maintenance is over.

Measures are paid for by E if payments for defects are incumbent upon them, otherwise damage is paid for by B.

T1.21 Surfaces of Stone, Brick, Concrete Slabs, Gravel and Asphalt

Maintenance Object

For example, roads and other surfaces covered with stone, brick, concrete slabs or asphalt including curbs, such as driveways, footpaths and cycle paths, parking lots, sports fields and patios as well as playgrounds.

Functional Requirements

All surfaces must be kept clean of litter, obstructions and other objects.

Gravel surfaces shall be evenly adjusted and covered with gravel, so that the correct level of surface course is obtained (3-5cm). Dragging/harrowing or loosening must be carried out twice a year on gravel and sand surfaces.

Public cleansing is performed and old grass and moss is removed every spring, no later than 31st May.

Asphalt surfaces and curbstones shall be whole and clean.

All surfaces shall receive public cleansing and be kept clean of debris and garbage.

Maintenance

Asphalt and concrete slab surfaces are machine swept three times each spring (coarse and fine), whereupon manual sweeping also shall be performed on occasions of fine sweeping. No anti-skid material may remain on surfaces after spring cleaning.

Weeding shall be carried out on all surfaces at least twice a year. The first weeding operation shall be completed 31st May.

Corrective Maintenance

Damaged ground surfaces and defects in coverings shall be documented and reported to B. Measures are ordered extras as alterations and additional (ÄTA) work. Potholes and other frost damage are remedied during spring, in consultation with B.

T1.23 Surfaces with Wood Covering

Maintenance Object

For example, surfaces with wood covering including curbs, such as terraces, porches and patios.

Functional Requirements

Surfaces with wood covering shall be cared for and maintained so that they function as intended, that they are clean and have no defects that could cause injury to the residents. Wood coverings must be cared for so that they give an aesthetic value to the property.

If surfaces are used for passages, they shall be cleared of snow and be gritted to prevent slipping, but not with sand as it is destructive.

Maintenance

Surfaces are cleaned in spring and autumn with soap or other biological material. Some surfaces can be pressure washed.

Oiled wood surfaces are oiled every spring.

Inspection and cleaning is carried out regularly.

Maintenance Plan

Corrective Maintenance

Faults are reported immediately and repaired in consultation with B. All faults and shortcomings shall be photographed and dated.

T1.3 Fixed Equipment on Developed Land

Maintenance Object

For example, enclosures, entry devices, play and sports equipment, equipment for car parks and pools.

Functional Requirements

Fixed equipment on developed land shall be cared for and maintained so that it functions as intended, that it is kept clean, and has no defects that could cause injury. Requirements for colour and function shall be met through regular inspection and reporting.

Corrective Maintenance

Poles for fixed equipment on developed land are checked and straightened out every spring for additional compensation. Equipment shall fulfil authority requirements and shall be addressed promptly.

T1.31 Enclosures and Entry Devices

Maintenance Object

For example, picket fences, fences, trellises, railings, walls, concrete traffic barriers, gates and bars including motors and control devices.

Combination locks, access control and gate phones are presented under T6, TECHNOLOGY 99.

Functional Requirements

The contract work shall be performed so that unauthorized entry is not made possible by gaps in enclosures or flaws in entry devices. Enclosures and entry devices must be kept intact and clean. Their function shall be maintained and an inspection shall be performed regularly.

Maintenance

Fences, railings, gates and bars are cleaned once a year.

The function of locks and hinges on gates and bars is checked, and they are lubricated and adjusted twice a year or more frequently if the need arises.

The function of entry devices is checked and adjusted two times a year or more frequently if there are impediments.

Corrective Maintenance

Corrective maintenance shall be carried out promptly for additional compensation in the case of a security risk. In cases where more extensive measures are necessary, contact B before action is taken.

T1.32 Play and Sports Equipment

Maintenance Object

For example, sandpits and play equipment on developed land, sports equipment for football, tennis and basketball.

Functional Requirements

Care and maintenance of playgrounds and play equipment shall meet the requirements in SS-EN 1176-1-7 and SS-EN 1177.

Inspection

State whether inspection of playgrounds for safety reasons shall be performed with a frequency in accordance with the regulations in SS-EN 1176-7.

Inspection of playgrounds and playground equipment shall be performed once a week and be reported in writing.

Maintenance

State whether the maintenance of playgrounds for safety reasons shall be performed in accordance with the regulations in SS-EN 1176-7.

Safety checks of playgrounds and playground equipment shall be performed once a year by a certified inspector. Function inspections shall be performed every quarter of a year by staff with basic training. Inspection is performed every week or every day.

The annual inspection of all play areas and playground equipment shall be performed by a person with specialist knowledge of the regulations in SS-EN 1176.

During the monthly check, stability as well as function shall be checked.

The following maintenance measures shall be carried out to the extent and frequency given in the manufacturer's instructions, and at least once a week.

- public cleansing
- cleaning
- re-tightening of attachments/fasteners/brackets
- replenishment of shock absorbing surface material in accordance with the requirements of SS-EN 1176 to at least 500mm
- lubrication of universal joints
- replenishment of play (mouldable) sand in sandpits
- sand in playgrounds milled, sorted or replaced.

Corrective Maintenance

Corrective maintenance shall be carried out immediately and reported to B for additional compensation.

Broken or defective playground or play equipment is fenced in or cordoned off in such a way that it cannot be used by children until the equipment is repaired or dismantled.

T1.38 Miscellaneous Fixed Equipment on Developed Land

Maintenance Object

For example, posts, signs on developed land and façades, litter bins, ashtrays, flags, flagpoles, equipment for bicycle parking, carpet racks, clothes driers and artwork etc.

Functional Requirements

Litter bins and ashtrays are emptied before they become overfull and cause a nuisance in the area. Posts, flagpoles and other equipment shall be kept free from graffiti and uncleanness.

Maintenance

Maintenance Plan

Equipment is cleaned every year, on two occasions in conjunction with the annual cleaning days. Signs are kept free from graffiti and snow.

Litter bins and ashtrays are emptied every week and cleaned at least once a year.

Posts are straightened.

Corrective Maintenance

Damage and faults are reported to B. Replacement of equipment is done in consultation with B.

T1.41 Outdoor Furniture

Maintenance Object

Fixed or moveable furniture.

Maintenance

Moveable furniture is taken out of storage in the spring and put back into storage in the autumn, or it will be covered, according to the client's needs.

Outdoor furniture is cleaned twice a year and requires oiling once a year.

Corrective Maintenance

Faults and damage are reported promptly to B.

T1.81 Spaces for Waste Management (Recycling Stations)

Maintenance Object

For example, waste containers for household waste, bulky waste and recyclable products with the surrounding areas.

Inspection

Inspection of orderliness and safety shall be performed once a week.

Maintenance

Waste outside the containers is placed into containers in conjunction with an inspection.

Public cleansing is performed in surrounding areas once a week at the time of inspection and cleaning.

Corrective Maintenance

Faults and damage is reported promptly to B.

T1.83 Patios

Maintenance Object

For example, patios, terraces and porches at ground level.

Inspection

Communal patios shall be inspected once a week from 1st April to 15th November.

Maintenance

Weed control shall be carried out 5-6 times per year during the period from April–September

Maintenance Plan

Public cleansing shall be carried out once a week in conjunction with inspection.
Porches, patios and terraces are washed in the spring and at least once a year.
The coverings shall be perceived as clean and intact.

Corrective Maintenance

Faults and damage are reported promptly to B and documented.