

### SCHEDULE 1 – The Standard Services

The purpose of this schedule is effectively to set the "baseline" for the services. The Schedule identifies services (within the relevant service area) which the Council is required to provide as part of its statutory duties (e.g. refuse, maintenance of highway etc.)

The Schedule also sets out those services which the Council provides as part of its "standard" routine but which are above those provided as part of its usual statutory function. The point here being that the BID Company should nonetheless consider this part of the standard service provided by the Council in that BID Levy funds should not be used to fund initiatives which the Council has already committed itself to/provide

#### Baseline Activity: Clean Safe and Green

Number of Staff and Equipment deployed in BID area <i>(The Marlowes, Bridge Street, Waterhouse Street, Bank Court, Riverside )</i>	General duties				Bins & litter		
	Date	Time	Time	Staff	Overtime	Time	Time
	Monday	7.00 -	14 .15 15.00	2 Staff@ 60% = 4 1/2 hrs 3 staff 100% Sweeper driver 50%	Overtime 1 staff	15.00 -	17.00
	Tuesday	7.00 -	14 .15 15.00	2 Staff@ 60% = 4 1/2 hrs 3 staff 100% Sweeper driver 50%	1 staff Overtime	15.00 -	17.00
	Wednesday	7.00 -	14 .15 15.00	2 Staff@ 60% = 4 1/2 hrs 3 staff 100% Sweeper driver 50%	1 staff Overtime	15.00 -	17.00
	Thursday	7.00 -	14 .15 15.00	2 Staff@ 60% = 4 1/2 hr s3 staff 100% Sweeper driver 50%	1 staff Overtime	15.00 -	17.00
	Friday	7.00 -	14 .00 14.30	2 Staff@ 55% = 4 hrs 3 staff 100% Sweeper	1 staff Overtime	15.00 -	17.00

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			driver 50%					
<p><b>Specification / Nature of Activity</b></p>	<p><b>General Duties all year round are:</b></p> <ul style="list-style-type: none"> <li>• Litter Picking.</li> <li>• Bin emptying and service.</li> <li>• Hand sweeper where mechanical sweeper can't reach.</li> <li>• Report fly tipping and fly posting if found.</li> <li>• Weed control and weed spraying as required.</li> <li>• Check and report any defective street furniture.</li> <li>• Keep all landscaped area neat and tidy.</li> <li>• Report any damaged street nameplates.</li> <li>• Clear any dog fouling.</li> <li>• Report any dead animals wild or domestic.</li> <li>• Remove Graffiti if able, if too much then report.</li> <li>• Cut back and prune Beds and Clear Vegetation from paths.</li> <li>• Monitor and clean, check for issues and report.</li> <li>• Fortnightly inspect all play areas and carry out maintenance.</li> <li>• Inspect tree stock and report defects, action as required.</li> <li>• Monitor and service fountains and water features, report faults.</li> <li>• Clear and report excessive bird droppings or issues resulting from.</li> </ul> <p><b>Seasonal work and one off work:</b></p>							

	<ul style="list-style-type: none"> <li>• Replant and restock plants where required.</li> <li>• Leaf clearance in the winter.</li> <li>• Gritting if required when HCC request and we have the capacity to undertake.</li> <li>• Annual deep clean <ul style="list-style-type: none"> <li>- Bin &amp; Furniture</li> <li>- Moss &amp; Weed in paved areas</li> <li>- Weed Spraying 2 – 3 times per year in summer.</li> </ul> </li> <li>• Graffiti Clearance done when reported within 7 days or 24hours if offensive or racist.</li> <li>• Road Kill and dead animal or vermin cleared when reported.</li> <li>• Spillages e.g. Paint, sick, sewage and fouling.</li> <li>• Seasonal bedding displays if required including hanging baskets.</li> <li>• Name plates – maintenance &amp; replacement if required.</li> </ul>
<b>Performance Measures</b>	Performance is measured by CORVU and is based on a quarterly survey of service across the Borough
<b>Non compliance procedure</b>	<b>NA</b>
<b>Non compliance procedure</b>	
<b>Existing value of contract</b>	UNKNOWN
<b>Boundary area</b>	The BID area: <i>The Riverside, Marlowes, Bridge Street, Waterhouse Street, Bank Court</i>
<b>Proposed additional activity to be undertaken by BID</b>	To be determined during consultation
<b>Annual cost of additional activity to be undertaken by BID</b>	To be determined during consultation