

# Works List February

Location	Works
<b>Daily:</b>	
CGPC Office/Carpark	Inspect (Report any damage), Litterpick, Blow/Sweep
Multi-Sports Court - Barton Way	Inspect (Report any damage), Litterpick, Blow/sweep
The Green and Stones Orchard	Inspect (Report any damage)
Dickinson Square Office	Inspect (Report any damage), Litterpick, Blow/Sweep Check and put out dog waste bags as necessary
<b>Weekly:</b>	
Welcome signs	Inspect (Repot any damage)
The Green and Stones Orchard	Empty all litter bins and Litterpick The Green/Stones Orchard (Friday)
<b>Fortnightly</b>	
Landrover	Wash and Tidy
Water Meter	Check and report water meter
<b>Monthly:</b>	
FP01	Inspection, Litterpick
FP02	Inspection, Litterpick
FP03	Inspection, Litterpick
FP04	Inspection, Litterpick, Blow/sweep
FP05	Inspection, Litterpick
FP06	Inspection, Litterpick
FP07	Inspection, Litterpick, Inspect Steps/Handrail
FP08	Inspection, Litterpick
FP09	Inspection, Litterpick
FP10	Inspection, Litterpick, Blow/sweep
FP11	Inspection, Litterpick (Last Thursday of the month)
FP12	Inspection, Litterpick
FP13	Inspection, Litterpick, Blow/sweep
FP14	Inspection, Litterpick, Blow/sweep, Water trees.
FP15	Inspection, Litterpick, Blow/sweep
FP16	Inspection, Litterpick, Blow/sweep
FP17	Inspection, Litterpick (Last Thursday of the month), Blow/Sweep, Check drainage covers. Mill Lane strim LHS as necessary
FP18	Inspection, Litterpick, Blow/sweep
Valley Walk - Tow Path	Inspection, Litterpick, Blow/sweep
FP 10 - New Road	Inspection, Litterpick, Blow/sweep
Dulwich Way - FP10	Inspection, Litterpick, Blow/sweep
Owens Way - The Green	Inspection, Litterpick, Blow/sweep
Croxleyhall Woods Main FP's Depot	Inspection, Litterpick, Remove any overhanging branches/Trees Depot Maintenance, Small power tool service/maintenance.
Stones Orchard	Gate/Table/Bench Maintenance, Tree work, Woodchip path (If any are available). Plant new trees.
The Green	Check Jubilee Oak tree, apply aftercare as per instructions, water if necessary
The Green	Post/Table/Bench Maintenance
Waste Transfer Depot	Empty trailer when needed.
CGPC Office/carpark	Tidy up flower beds.
Salt bins	Check Salt Bins & top up, as necessary
Bus Stops	Check/undertake maintenance as necessary
Dog Bins	Inspect and report.
Waterways adoption scheme	Walk/inspect the stretch of waterway
Watford Road flower beds	Inspect and undertake necessary works
Welcome signs	Inspect, Weed
Bird Boxes	Inspect and clean out any bird boxes owned by CGPC - record location. Install new boxes
Two Bridges Roundabout/Roses	Inspection, Litterpick, weed
Annual Work Schedule	Review of annual work schedule

**Note 1: In periods of inclement weather, maintenance on machinery and tools will be undertaken.**