

City of Mitcham Operations Maintenance Schedule Summary 2023

OPERATIONS MAINTENANCE SCHEDULE SUMMARY 2023

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Maintenance of Sports Fields

What we do each visit:

- Mowing
- Brush cutting around structures
- Irrigation system check

What we do on an ad hoc or as required basis:

- Sports changeover, including:
 - Aeration
 - Fertilising
 - Top dressing
 - Wicket/Goal square preparation
 - Pest insect and weed control
 - Irrigation system check
- Litter and debris collection
- Divot repair and rolling
- Irrigation maintenance
- Tree trimming

Sports Field Name	Frequency
<ul style="list-style-type: none">• AA Bailey Reserve• Blackwood Hill• Hawthorndene Oval• Hewett Reserve• Kingswood Oval• Manson Reserve• Mortlock Park• Norman Baseball• Price Memorial Oval• St Marys Park	Mowing fortnightly (April – August) Mowing weekly (September – March)
	Sports changeover to Cricket September/October
	Sports changeover to football April
<ul style="list-style-type: none">• CC Hood Reserve	Mowing once per month

Maintenance of Reserves

What we do each visit:

- Mowing
- Brush cutting
- Litter and debris collection
- Edging
- Blowing footpaths
- Weed control

What we do on an ad hoc or as required basis:

- Furniture and fence repair
- Visual Inspection of footbridges for wear/damage
- Irrigation maintenance
- Tree trimming

Reserve Name	Frequency: Fortnightly
<ul style="list-style-type: none">• Mitcham Reserve• Soldiers Memorial Gardens	

Reserve Name	Frequency: Every three weeks
<ul style="list-style-type: none">• 20 Road Reserve (Dorene St to Donald St)• AA Bailey Reserve or Bailey Reserve• Apex Park• Avenue Road Reserve• Balham Reserve• Barrans Reserve• Batchelor Reserve• Belair Triangle• Birksgate Drive Reserve• Blackwood Oval• Blythewood Reserve• CC Hood Reserve• Denman Reserve• Donald Street Reserve• Francis Reserve• Goodale Reserve• Grant Jacob Reserve• Haddington Reserve• Hawthorndene Oval• Hewett Sports Ground• Karinya Reserve• Kinedana Reserve• Kingswood Oval• Ludgate Circus Reserve• Manson Reserve• McElligots Reserve	

- Meadowbank Reserve
- Minno Reserve
- Monalta Reserve
- Mortlock Park
- Naomi Reserve
- Netherby Reserve
- Norman Reserve
- Norman Street Reserve
- Oxford Circus Reserve
- Price Memorial Oval
- Riverside Reserve
- Sherwood Drive Reserve
- Sierra Nevada Reserve
- Skitch Reserve
- St Marys Park
- Strathcona Reserve
- Suffolk Reserve
- Sutton Gardens
- Thurles Street Reserve
- Treetop Park
- Waite Street Reserve
- Westbourne Community Memorial Hall

Reserve Name	Frequency: Every four weeks
<ul style="list-style-type: none"> • Bonython Reserve • Champion Way Res • Coromandel Parade Reserve • Coromandel Pde Verges • Creswell Avenue Screen Reserve • Farm Lane Reserve - Road Reserve • Fergusson Avenue Screen Reserves • Gamble Garden • Grand Boulevard Screen Reserve • Grand Boulevard South Reserve • Hayman Reserve • Highfield Reserve • Minda Farm Reserve • Nunyara Reserve • Winns Bakehouse Museum • Woodlake Drive Reserve 	

Reserve Name	Frequency: Every six weeks
<ul style="list-style-type: none"> • 10 - Road Reserve (Denis to Dorene St) • Abercrombie Reserve • Alexander Ross Reserve • Apex Park (tennis courts) • Archibald Park • Ardrossan Ave Verge • Argyll Walk Roundabout 	

- Barr St Reserve
- Belair Rd Verge
- Betty Long Garden
- Birksgate Drive Islands (x 3)
- Birksgate Reserve
- Blackwood Park Boulevard Res
- Bligh Avenue Swamp
- Branson Reserve
- Brookman Reserve
- Brown Hill Creek Rd Verges
- Bruce Miller Reserve
- Burbank Reserve
- Chellaston Reserve
- Clapham Reserve
- Coreega Avenue Traffic Island
- Crozier Reserve
- Culley Ave Verge
- Daphne Grove Reserve
- Day Drive Reserve
- Delwood Reserve
- Devonshire Street Reserve
- Doncaster Ave Reserve
- Donnybrook Reserve
- Donnybrook Verge
- Eliza Place Reserve
- Eyre Boulevard Reserve
- Five ash Dr - Road Reserve - Eastern Side.
- Florida Court Reserve
- Frome Reserve
- Fulton Place Road Island
- Garnet Avenue Reserve
- Glenalta Reserve
- Godden Reserve
- Gully Reserve
- Gunther Parade Reserve
- Hannaford Reserve
- Harvey Hayes Reserve
- Hi-Line Reserve (back of CC Hood, Tafquin St)
- Hillrise Road Reserve
- Hillview Reserve
- JWS Morris Reserve
- Kegworth Reserve
- Keith W Pearson Reserve
- Kent Road Reserve
- Kentucky Reserve
- Kiley Court Reserve
- Kiley Court Verge
- Knofel Park
- Laffers Road Reserve
- Light Place Reserve
- Light Place Verges

- Lorraine Ave Verge
- Lynton Depot
- Marion Street Reserve
- Marschall Boulevard Reserve
- Martlesham Crescent Reserve
- Mitcham Cemetery
- Myrtle Rd Corner Verges
- Myrtle Road Drainage Reserve
- Nieass Reserve
- Old Belair Rd Verges
- Osborne Street Reserve
- Ossie Goldsworthy Reserve
- Panorama Drive Verge
- Pasadena Community Centre (Scout Hall)
- Pasadena Reserve
- Pastor Caval Lookout
- Piazza Reserve
- Portland Place Laneway
- Quinlan Avenue Reserve
- Ragless Reserve
- Ritz Boulevard Reserve
- River Red Gum Reserve (Win Gilchrest)
- Rochester Avenue Reserve
- Rozelle Reserve
- Scroop Reserve
- Shepherds Court Reserve
- Shepherds Hill Verge
- St Marys Street Reserve
- St Marys Street Verge
- Sun Valley Reserve
- The Strand Reserve
- Thiselton Reserve
- Thorngate Reserve
- Tidworth Crescent Reserve
- Tidworth Reserve
- Tolmer Reserve
- Trevor Terrace Drainage Reserve
- Vancouver Reserve
- Whicker Park
- William Rufus Dr Reserve (Until reserve gets sold)

Reserve Name	Frequency: Every twelve weeks
<ul style="list-style-type: none"> • Bailey Reserve, Blackwood • Beaconsfield Rd Verge • Bellevue Dr Verge • Christine Reserve • Culley Ave Res • Deneland Drive Reserve • Downer Avenue Reserve • Eve Road Reserve 	

- Gibbs Park
- Gladys Street Road Reserve
- Heath St
- Hillview Ave Verge (Cnr Sleeps Hill Rd & Vacant Block)
- Macs Flat
- Northcote Verges
- Petherick Street Drainage Reserve
- Pine Lodge Dr Verge
- Roseberry Ave Verge
- Roseberry Reserve
- Sleeps Hill Reserve
- Sturt River Reserve (somerset)
- Vancouver Drainage Res
- Wescombe Reserve
- Wetland Reserve
- Windy Point (Top Carpark) turf area

Reserve Name	Frequency: Twice per year
<ul style="list-style-type: none"> • Blackwood Hill Reserve (Ruin) • Clematis Drive • Heath Street Stairs (leila Street Drainage) • Riverside Drive Orchard 	

*Note, Excludes the following:

- Irrigation (is mentioned in ad hoc/on request maintenance section)
- Tennis courts, nets and fencing
- Cricket nets
- Baseball netting
- Basketball courts and rings
- SMG creek line footbridge inspection (BHKCSP)
- Flag inspections

Colonel Light Garden Verges

What we do each visit:

- Mowing
- Brush cutting
- Edging
- Blowing footpaths
- Weed control

What we do on an ad hoc or as required basis:

- Litter and debris collection

Colonel Light Gardens	Frequency: Every six weeks
• Colonel Light Gardens Verges	

Garden Bed Maintenance

What we do each visit:

- Watering between October and April
- Weed control
- Litter and debris collection

What we do on an ad hoc or as required basis:

- Planting between May to July
- Fertilising
- Mulching
- Tree trimming
- Rose pruning between July and August

Garden Bed Name	Frequency: Once per week
<ul style="list-style-type: none">• Avenue Rd Res• Blackwood Central• Centennial Park Cemetary• Civic Center• Cultural Village• Cumberland Community Centre• Flinders Drive Photinia Hedge• Karinya Reserve• McElligotts Reserve• Mitcham Community Centre• Soldiers Memorial Gardens• Tiwu Kumangka Community Centre• Tower Art Daws Road• Windy Point (x 2)	

Garden Bed Name	Frequency: Once per month
<ul style="list-style-type: none">• 3 Ayr Av, Torrens Park (Council House)• Blackwood Central (Memorial/Bandstand)• Council Chambers• Depot Lawns• Gambles Cottage• Mitcham Community Centre• Pembroke Reserve• Richmond Road Memorial Hall, 1 Richmond Rd Westbourne Park• Waverley Street Reserve	

Garden Bed Name	Frequency: Once per eight weeks
<ul style="list-style-type: none">• 38 Mead St (side of property)• Adey Rd Rain Garden	

- Aldershot
- Angas / Goodwood Rd (x 2)
- Angas/Belair Road Garden
- Angas/Sussex roundabout + Islands
- Appleberry Crescent Beds
- Arcadia Court
- Ayr Ave Verge
- Balham Reserve (x 2)
- Barr Smith Dr/Birksgate
- Barrens Reserve - Roadside & center beds
- Barr-Smith Garden Bed
- Batchelor Reserve (x 2)
- Belair Community Centre
- Belair Pub/Tyre Nature Strip
- Belair Triangle/Island
- Birdwood Garden Bed (roundabout)
- Birksgate Drive Rose beds
- Birksgate long native strip
- Blackwood Central
- Blackwood Library
- Blackwood Park Roundabout/islands
- Blackwood Senior Citizens Streetscape
- Blythewood Corner
- Blythewood Road Corner (x 2)
- Bonython Reserve (All Garden Beds)
- Bonython Way Reserve (Formal)
- Brenchley Grove
- Cambridge Terrace
- Cashel/Day Drive
- Centennial Park Cemetary
- Champion Way Garden Bed
- Chellaston Reserve
- Civic Center
- Clearview/Hawker Island
- Cnr Aldershot St Rain Garden
- Coreega Avenue Agapanthus Bed
- Cornish Court
- Coromandel Parade Reserve
- Coromandel Parade Reserve Roses - (Cumming Street Garden Beds)
- Coromandel Pde Roundabouts/Side Islands
- Coromandel Valley PS Frontage
- Craiglee and Protea Island
- Creswell Triangle Bed
- Cultural Village
- Cumberland Community Centre
- Daniel St Culdesac
- Day Drive /Forbes St Beds
- Devonshire / Denning
- Doncaster Roundabout
- Dorene Street Roses/Side Islands
- East Parkway Garden Bed

- Edward Street rain garden
- Eli St Dead End
- Eynesbury Reserve
- Farm Lane End Garden
- Fisher Beds
- Fisher Crescent Garden
- Fisher Crescent Garden Bed 2
- Flinders Drive Photinia Hedge (collected as part of presentation run)
- Gartrell Electrical Box Garden
- Gault Roundabout
- George / Belair
- Gladstone Road Carpark
- Gloucester Ave Rain Garden
- Grand / Fergusson Roundabout
- Grange / Verco
- Grange Road house blocks
- Grass Lily Road Island
- Greenwood Grove
- Grenache Circuit Garden Strip
- Grenache Roundabout Garden
- Harvey Hayes Res
- Hewett Sports Ground
- Highfield Drive Beds
- Highfield Steps
- Hilda Terrace Garden
- Hillside/Glenwood
- Keith Rd Dead End (Gamble Cottage)
- Keith W Pearson Reserve
- Kent Rd Rain Gardens
- Kiley Court Reserve
- Kyre Ave
- Kyre Avenue Islands
- Lincoln Avenue
- Lochness Ave Rain Garden
- Lochwinnoch/Fife Beds
- Lynton Depot
- Lyric Place
- Lyric Place Garden
- Main Road Blackwood Ash Trees Beds
- Marlborough/Llanfair Garden
- Martlesham Crescent Reserve
- McElligotts Reserve
- McLaren St Connector
- Minda Farm Reserve
- Mitcham Cemetary
- Mitcham Community Centre
- Mitcham Res (Gum Garden Beds)
- Mitcham reserve (nature Gardens & memorial)
- Mortlock Park
- Netherby Reserve
- Neville

- Newland Court Garden
- Norman St Reserve Rain Garden
- O'Neil Street Side Islands
- Over 50s Club Frimley Grove
- Oxford Circus Arch way
- Pastor Cavel (Leawood Gardens)
- Price Memorial
- Princes Rd
- Princes Rd & Welbourne St
- Quinlan Avenue Roundabouts
- Quinton Court
- Ragless Reserve Garden Bed
- Rectory Walk
- River Red Gum Reserve (Gartrell / Win Gilchrist Corner Bed)
- Simla Avenue rain garden
- Smith-Dorrien & Tutt Roundabout
- Smith-Dorrien/Kitchener Median
- Soldiers Memorial Gardens (x 2)
- Springfield Ave
- Springfield Avenue Entrance
- Star Lilly / Grand Boulevard Beds
- Sun Dew Reserve Corner Garden
- Sutton Gardens
- The Farm Lane Road Islands
- Tree Top Reserve
- Turners Avenue Chicane
- View Street Median Strip
- Waite Rd
- Waite Road Roundabouts & Side Island
- Watahuna & Sycamore
- Watahuna Roundabout/Islands
- Weemala Drive
- Willunga Kindy Bed
- Windy Point
- Winston / Somerset Garden Bed
- Winston/Avenue Garden Bed
- Woodlake Drive Garden Beds
- Woodlake Reserve Garden Beds
- Woodland and Springfield Ivy Bed
- Woodland Road Roses
- Works Depot

Playground Maintenance

What we do each visit:

- Visual inspection of playground
- Blowing footpaths
- Litter and debris collection
- 1 weekly inspection – quick limited visual inspection, small checklist of high use and new playgrounds for any obvious defects (these sites are identified by *)
- 10 weekly inspection – larger checklist, thorough inspection, testing Softfall levels, entrapments and structural integrity of chains, links etc.
- Annual audit – Formal inspection – Playground and other park furniture.

What we do on an ad hoc or as required basis:

- Playground repairs
- Softfall top up

Playground Name	Frequency: Every 10 Weeks
<ul style="list-style-type: none">• AA Bailey Reserve*• Alexander Ross Reserve• Apex Park*• Archibald Park• Avenue Road Reserve*• Balham Reserve• Barrans Reserve• Batchelor Reserve• Belair Community Centre• Birksgate Drive Reserve• Blackwood Oval• Burbank Reserve• CC Hood Reserve• Crozier Reserve• Delwood Reserve• Denman Reserve• Donald Street Reserve• Donnybrook Reserve• Downer Reserve• Fisher Reserve• Francis Reserve• Godden Reserve• Goodale Reserve*• Haddington Reserve• Hayman Reserve• Hewett Sports Ground• Hillview Reserve• Jackson Reserve• Karinya Reserve• Kegworth Reserve• Kent Road Reserve	

- Kinedana Reserve
- Kingswood Oval*
- Manson Reserve
- Marion Street Reserve
- McElligotts Reserve
- Meadowbank Reserve
- Minda Farm Reserve (X-trail)
- Mitcham Reserve*
- Monalta Reserve
- Mortlock Park*
- Naomi Reserve
- Netherby Reserve
- Norman Street Reserve
- Ossie Goldsworthy Reserve
- Pasadena Reserve
- Piazza Reserve
- Portland Place Laneway
- Price Memorial Oval
- Riverside Reserve
- Rozelle Reserve
- Sherwood Drive Reserve
- Sierra Nevada Reserve
- St Marys Park
- Strathcona Reserve
- Suffolk Reserve
- Thiselton Reserve
- Thurles Street Reserve
- Treetop Park*
- Waite Street Reserve*
- Waverley Street Reserve
- Whicker Park
- Woodlake Drive Reserve

Barbecues

What we do each visit:

- Limited visual inspection for wear/damage
- Cleaning of cooking surfaces, body and empty fat tins

What we do on an ad hoc or as required basis:

- Annual electrical inspection of barbecues to check that they are operational and safe to use. Done between May and June.

Barbecue Location	Frequency:
<ul style="list-style-type: none">• AA Bailey Reserve• Apex Park• Avenue Road Reserve• Avenue Road Reserve• CC Hood Reserve• Chellaston Reserve• Cumberland Community Centre• Donnybrook Reserve• Karinya Reserve• Manson Reserve• McElligotts Reserve• Mitcham Reserve• Mitcham Reserve• Mitcham Reserve• Norman Street Reserve• Waite Street Reserve	Limited visual inspection Frequency 10 weeks
	Cleaning weekly (April to September)
	Cleaning twice per week (October to March)

Streetscape weed spraying

What we do each spray run:

- Spray weeds on:
 - Roadside verges
 - Median strips
 - Laneways
 - Unmade roadways

What we do on an ad hoc or as required basis:

- Brush cut

Areas we spray	Frequency: 4 sprays per year as required (Summer, Autumn, Winter & Spring)
<ul style="list-style-type: none">• All Main Roads in the areas listed below.• Clarence Gardens• Melrose Park• St Marys• Pasadena• Lower Mitcham• Westbourne Park• Netherby• Mitcham• Cumberland Park• Daw Park• Bedford Park• Panorama• Hawthorn• Kingswood• Torrens Park• Colonel Light Gardens• Springfield• Urrbrae• Clapham• Brown Hill Creek• Shepherds Hill Road• Blackwood CBD area• Coromandel Parade Craighburn Farm	

*Note. Excludes the following:

- Annual Caltrop weed control program.
- Broadleaf weed control on verges and reserves (Sports fields are covered)

Line Marking 23/24 Program

Line marking is undertaken on a programmed 4 yearly cyclic basis. Typically between September to April

What we do when we line mark:

- Repaint existing lines
- Replace missing reflective pavement markers e.g. 'cats eyes'
- Traffic control devices e.g. rumble bars and bump stops

What we do on an ad hoc or as required basis:

- Paint new lines on direction from City Mitcham Traffic Team
- Repainting identified hazards

Line Marking Local Roads	<ul style="list-style-type: none">• Clapham• Colonel Light Gardens• Hawthorn• Kingswood• Lower Mitcham• Lynton• Mitcham• Netherby• Springfield• Torrens Park• Urrbrae• Westbourne Park
Line Marking Major Roads	<ul style="list-style-type: none">• Newark Road, Torrens Park• Princes Road, Kingswood• Tutt Avenue, Kingswood
Line Marking School Zones	<ul style="list-style-type: none">• Colonel Light Gardens• Belair• Bellevue Heights• Blackwood• Clapham• Colonel Light Gardens• Daw Park• Eden Hills• Hawthorndene• Pasadena• St Marys

***Notes.**

- A map would best represent this, in particular school zones as it is onerous to list all streets surrounding the school. Waiting on an export of this school list.

Stormwater Side Entry Pit maintenance

What we do each visit:

- Inspect side entry pit condition.
- Clean side entry pit if required.

What we do on an ad hoc or as required basis:

- Replace damage side entry pit lids
- Repair side entry pits frames.

Side Entry Pits	Frequency:
154 high priority side entry pits	Inspected once per month
3,821 side Entry Pits	TBC

Stormwater headwall/outlet maintenance

What we do each visit:

- Inspect headwall/outlet condition
- Remove silt, sediment or blockages from flow paths.

What we do on an ad hoc or as required basis:

- Repair headwall/outlets.

Headwall/outlets	Frequency: TBC
756 headwalls/outlets	

Stormwater in-line Gross Pollutant Trap & Grated Inlet Pit maintenance

What we do each visit:

- Inspect infrastructure condition
- Clean pits and traps if required.

What we do on an ad hoc or as required basis:

- Repair traps and pits.

In-line Gross Pollutant Traps	Every 6 months
Grated inlet pits	TBC

Stormwater Gross Pollutant Trap maintenance

What we do each visit:

- Inspect frame and net condition
- Clean nets and concrete pan areas.

What we do on an ad hoc or as required basis:

- Repair frames and nets.

Gross Pollutant Trap	Frequency
Urrbrae Wetlands	December to February – Monthly inspections. Cleaning at 30% full
	March to November – 2 inspections per month. Cleaning at 30% full
Sherwood Drive Reserve	Monthly inspections. Cleaning at 50% full
Grand Boulevard South Reserve	Monthly inspections. Cleaning at 50% full
Minda Farm Reserve/Holly Hock Court	Monthly inspections. Cleaning at 50% full

Stormwater rain garden maintenance

What we do each visit:

Rain Gardens	Frequency
Watering (between October and April)	TBC
Weed control	
Litter and debris collection	
Cleaning of inlets and outlests	TBC
Removal of built-up sediment in filter media area	TBC

What we do on an ad hoc or as required basis:

- Planting
- Repair any damage to infrastructure

***Notes.**

- Majority of frequencies listed above are reliant on award of *Programmed Stormwater Infrastructure Cleaning* tender and subsequent negotiations.
- An interactive map was prepared for the above tender, this could be used to represent cleaning frequencies and location of assets.

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