

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	December 2018
Report date	18/01/19
Person	Davey Peskett

Baseline hours provided	
Additional hours provided	

Activities carried out (✓)

Road / area	Zone	Grass cutting	Litter picking	Weed control	Hedge cutting	Leaf clearance	Bin empty	Waste clearance	Pavement cleaning	Edging	Sign cleaning	Winter maintenance	Other
All areas	All		X4		X1		X12						
Baird Close	4												
Betts Way	1												
Cobham Way	5												
County Oak Lane	1												
County Oak Way	1												
Crompton Way	3												
Faraday Road	2												
Fleming Way	Various												
Gatwick Road	Various					X1							
Hydehurst Lane	2												
James Watt Way	5												
Jenner Road	2												
Kelvin Lane	2												
Kelvin Way	2												
London Road	Various												
Manor Royal (road)	2/3					X1							
Maxwell Way	4												
Metcalf Way	1		+2										
Napier Way	3												
Newton Road	2												
Priestley Way	5												
Royce Road	5												
Rutherford Way	5							X1					
Tinsley Lane	4							X1					
Tinsley Lane North	5												
Wheatstone Close	5												
Whittle Way	5												
Whitworth Road	5												
Woolborough Lane	3												
Gateway 1 (Manor Royal)	-												
Gateway 2 (near Thales)	-	X1											
Gateway 3 (near Astral)	-												
Gateway 4 (James Watt)	-												
The Terrace	-												
Crawters Brook	-												
Gatwick Road Parade	-		+1										
Woolborough Subway	-					X1							
Green Lane Subway	-					X1							

Description of “Other” activities provided

In line with our action plan from November, we enlisted the help of our tractor team to carry out a mass leaf clearance of the main verges along Manor Royal road so that we could enter 2019 with all verges clear of fallen leaves.

We were also able to use our tractor hedge cutting team to help cut two of our bigger hedges. One along Manor Royal road, and one near VW along Gatwick road where the hedge was obscuring a traffic light.

Working with the tractor team again, we used the JCB to assist in the maintenance of the banners throughout zones 1 to 5.

In preparation for the Christmas break, we focussed a lot of effort on litter picking and also putting in place having someone to cover our bin round over the Christmas period.

We managed to plant some bulbs in the terrace, mainly cyclamens and tulips, which we hope will come into flower in the spring.

Comments and observations

Christian, Davey and Jon attended the Manor Royal BID Christmas function held at Lexus and very much enjoyed networking with the other attendees.

Suggestions for future actions, improvements or additional activities planned

Heading into January we will plan to box mow the roundabouts and also carry out the last grass cut to ensure the grass looks good during the winter period and is also nice and manageable when we come to cut again in the spring.

Once the grass has been cut, we will turn our attention to edging the curb lines to help neaten the verges.

A suggestion for either voluntary litter pickers and, or a permanent, full time litter picker to help free up time for the maintenance team to really focus on the detailed jobs to really enhance the area.

Photographic Impact Evidence (a selection of photos of work undertaken to demonstrate impact)



Examples of fly tipping we encountered in December



Tractor leaf Clearance Manor Royal Road

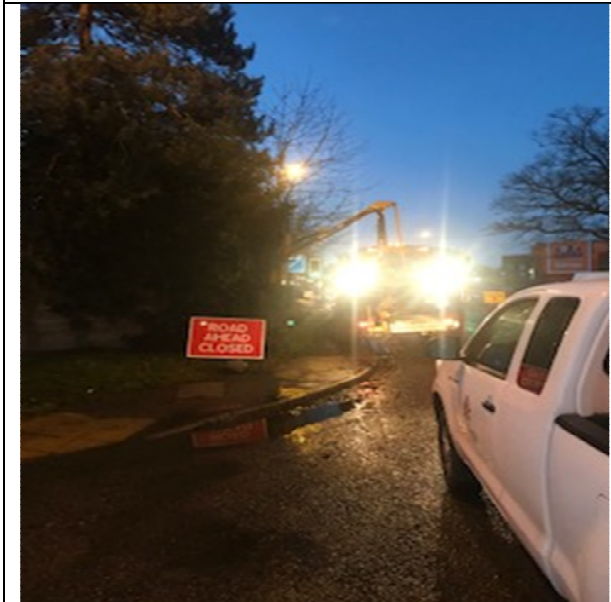




Another example of fly tipping



A sign dangerously encroaching on to the road



A before and after of our tractor hedge cutting Gatwick Road



A before and after of our tractor hedge cutting Manor Royal Road



Details of CORE and ENHANCED Service levels (contract extract)

Current Baseline Service	Proposed	Enhanced element (* estimated)
Monthly litter pick (12 pa)	Weekly litter pick (52 pa)	X40 litter picks + identify hotspots and trial extra bins
Weekly litter bin empty (52 pa)	Weekly litter bin empty (52 pa)	-
Monthly road sweep (12 pa)	Monthly road sweep (12 pa)	-
-	Remove fallen leaves and detritus from footpaths and common areas (4 pa)	X4 leaf and detritus removals
-	Washing and cleaning street furniture and signs to include street name signs, gateway / entrance signs, wayfaring signs and highways signs (2pa)	X2 washes
-	Deep cleaning/jet washing common areas, bus stops and paved areas (as required)	As required
Grass cutting (5 pa)	Grass cutting (12 pa)	* X7 grass cuts – (weather/ground conditions dependant)
Bunded/bank grass cutting (4 pa)	Bunded/bank grass cutting (10 pa)	X6 bunded/bank cuts
Hedgecutting (1-2 pa)	As required (2-3 pa)	* 1-2 Hedge cuts
Shrub maintenance (2-3 pa)	As required (4-5 pa)	* 1-2 shrub maintenance
Weedspraying (2 pa) funded by WSCC	Weed spraying (4 pa) Removal of dead standing weeds (4pa) Weed ripper as required	X2 weed sprays X4 dead weed removals Weed ripper as required On footpaths and common areas
See note 1	Box mow and maintain Gateway 3 Roundabout (10 pa)	X10 Box mow and maintain Gateway 3 Roundabout
-	Crawters Brook, The Terrace enhanced Maintenance (as Annex C)	Crawters Brook, The Terrace enhanced Maintenance (as Annex C)
-	Weekly inspection and rectification/reporting of faults found.	X52 inspections - reports/rectification of faults found
-	Reactive/response service through a single point of contact as required	Reactive/response service as required
-	Provide monthly information... <ul style="list-style-type: none"> • feedback on what has been done and what is planned • Available performance data - quantities such as volumes, lengths, waste weights etc (tba) • photographic evidence of before and after improvements, • suggestions for further/future enhancements • Attend meetings as required 	X12 reports (monthly)

Notes: (1) There is a requirement for Gateway 3 and Crawter's Brook People's Park to be maintained to a basic level as described in the Annexes.