

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	February 2019
Report date	25/02/19
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				X12						
Baird Close	4												
Betts Way	1												
Cobham Way	5												
County Oak Lane	1												
County Oak Way	1							+1					
Crompton Way	3												
Faraday Road	2												
Fleming Way	Various									+1			
Gatwick Road	Various												
Hydehurst Lane	2												
James Watt Way	5												
Jenner Road	2												
Kelvin Lane	2												
Kelvin Way	2							+1					
London Road	Various												
Manor Royal (road)	2/3									+1			
Maxwell Way	4		+1					+1					
Metcalf Way	1												
Napier Way	3												
Newton Road	2												
Priestley Way	5		+2										
Royce Road	5												
Rutherford Way	5		+1			X1		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)	-												
Gateway 3 (near Astral)	-												
Gateway 4 (James Watt)	-												
The Terrace	-												
Crawters Brook	-												
Gatwick Road Parade	-		+1										
Woolborough Subway	-		+1										
Green Lane Subway	-		+1			X1							

Description of “Other” activities provided

Our main focus in February has been the edging of the verges, in particular Fleming Way and Manor Royal Road which we hope to have completed before we commence grass cutting within the next few weeks.

We also noticed that some of the banners were damaged after a couple of days of high winds and we set about fixing these ASAP. As well as the banners, we’ve also been looking at the maintenance of the tables and benches at the Terrace and the signs at Faraday Road.

We again worked with our tractor team to undertake a big leaf clearance of Magpie Walk.

Comments and observations

February has really been a month for getting on top of all our attention to detail jobs as mentioned above, as well as getting everything prepared for the grass cutting season. The Cadet (ride on mower) has been serviced and ready to go and the maintenance signs have been cleaned ready to be displayed for when we’re working. We also aim to arrange for the main signs at the gateways to be jet washed so that they are looking as clean as possible.

We’ve noticed that the new beds have been installed at gateway 1 and are so far looking great, but we will make sure to keep monitoring them as frequently as possible going forward. The bulbs that we planted in the Terrace are now slowly starting to sprout, so we look forward to these hopefully starting to flower very soon.

Suggestions for future actions, improvements or additional activities planned

In March we’ll look to get going with grass cutting and hopefully get a good early start.

As briefly mentioned once before, would there be any scope for potentially installing some outdoor exercise equipment in one of the pocket parks as we strongly believe this would really benefit and be popular with a lot of the workers in Manor Royal.

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



Before and after of our Trilo working in Magpie Walk



Before and after of a CRM we received by Rutherford Road



Edging before and after 1



Edging before and after 2



Drug needle found in the hedges by Maxwell Road



Example of litter found on the floor next to a newly installed bin

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.