MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT

Activity month	February 2020					
Report date	3/03/20					
Person	Ricky Warner					

Baseline hours provided Additional hours provided



Activities carried out (✓)

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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		+2										
County Oak Way	1		+2										
Crompton Way	3		+2										
Faraday Road	2												
Fleming Way	Various												
Gatwick Road	Various		+4										
Hydehurst Lane	2												
James Watt Way	5		+2										
Jenner Road	2		+1										
Kelvin Lane	2							+1					
Kelvin Way	2												
London Road	Various		+2										
Manor Royal (road)	2/3		+4			+3							
Maxwell Way	4												
Metcalf Way	1		+4					+1					
Napier Way	3		+2										
Newton Road	2												
Priestley Way	5												
Royce Road	5		+1										
Rutherford Way	5		+2										
Tinsley Lane	4		+2										
Tinsley Lane North	5		+1										
Wheatstone Close	5												
Whittle Way	5												
Whitworth Road	5												
Woolborough Lane	3												
Gateway 1 (Manor Royal)	-												
Gateway 2 (near Thales)	-		+2										
Gateway 3 (near Astral)	-				<u> </u>				ļ				
Gateway 4 (James Watt)	-												
The Terrace	-		+4		ļ	+1							
Crawters Brook	-												
Gatwick Road Parade	-		+7										
Woolborough Subway	-												
Green Lane Subway	-		+1										

Main actions provided

For February, We have spent the majority of our time leaf clearing, and preparing ready for the grass cutting season to commence. We have been collecting tree debris as well as leaf clearing verges, litter picking and graffiti removal.

Comments and observations

Our main observation this month has been that the majority of the signs are starting to look like they need a good blitz with the intensive cleaning team to get them clean and well presented. We have also found that due to the two storms we had this month a vast majority of the banners have broken or come down completely. Also within this month there seems to have also been a rise in graffiti.

Suggestions for future actions, improvements or additional activities planned

Our main plans for the coming weeks are preparing machinery i.e. ride on mowers, strimmer's and so on ready for grass cutting. Meanwhile we are waiting for the bad weather to pass so that we can spend a day with the tractor team to replace/fix banners and banner arms. We have requested the intensive cleaning team to also clean bins and signs over the next coming weeks.

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



Picture above shows a spate of vandalism on the art work of wool borough lane subway which appeared to be some kind of hardened plastic substance, luckily removed without any lasting damage to the art work.



Pictured above is a bin we have put in place in Tinsley lane to reduce litter in the area, which in turn lowers the amount of litter that blows onto to manor royal from Tinsley Lane.



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)	X2 weed sprays
	Removal of dead standing weeds (4pa)	X4 dead weed removals
	Weed ripper as required	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 feedback on what has been done and what is planned Available performance data - quantities such as volumes, lengths, waste weights etc (tba) 	X12 reports (monthly)
	 photographic evidence of before and after improvements, suggestions for further/future enhancements Attend meetings as required 	

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.