

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	November 2018
Report date	29/11/18
Person	Davey Peskett

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	X1	X4				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												X1
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												X1
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												X1
Whitworth Road	5												
Woolborough Lane	3												
Gateway 1 (Manor Royal)	-												
Gateway 2 (near Thales)	-	X1											
Gateway 3 (near Astral)	-	X1											
Gateway 4 (James Watt)	-												
The Terrace	-	X1				X3							
Crawters Brook	-												
Gatwick Road Parade	-		+1										
Woolborough Subway	-					X3							
Green Lane Subway	-					X3							

Description of “Other” activities provided

As with the previous month, we have focussed a lot of attention on leaf clearance placing extra emphasis on areas with the highest footfall, in particular Woolborough Lane and Green Lane subways where we see a lot of cyclists.

In Davey’s absence, Jon carried out various winter work tasks as detailed below.

2 new bins were installed in Magpie Walk and Faraday Road outside of Boeing/Space Gatwick (Faraday Road).

Obscene graffiti was reported in Green Lane subway and dealt with quickly and effectively by our street cleansing team.

Fly tipping was spotted on our rounds in Metcalf Way and Whittle Way.

Comments and observations

Christian and Jon attended the Manor Royal Matters meeting at the Sandman Hotel and were encouraged by the results of the live survey regarding the maintenance team.

Suggestions for future actions, improvements or additional activities planned

Maintenance team to organise mass leaf clearance along Manor Royal Road in conjunction with our tractor team.

Maintenance team to organise banner maintenance and replacement.

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.

Davey to send through a brief summary of the most relevant work that was carried out over previous months if required.

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



Box mowing of the Terrace



Leaf Clearance Manor Royal Road





Leaf Clearance Magpie Walk



Leaf Clearance Woolborough Way



Tree Lift Gatwick Road



Tree Pruning Manor Royal Road



Hedge Cut Maxwell Way

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.