

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	November 2019
Report date	28/11/19
Person	Ricky Warner

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	+1	+3										
County Oak Way	1	+1	+3										
Crompton Way	3												
Faraday Road	2												
Fleming Way	Various												
Gatwick Road	Various	+1	+2										
Hydehurst Lane	2												
James Watt Way	5		+1										
Jenner Road	2												
Kelvin Lane	2		+1					+1					
Kelvin Way	2		+1					+3					
London Road	Various	+1	+2										
Manor Royal (road)	2/3		+2			+3							
Maxwell Way	4												
Metcalf Way	1		+4										
Napier Way	3		+2			+2							
Newton Road	2												
Priestley Way	5		+1					+1					
Royce Road	5												
Rutherford Way	5		+2										
Tinsley Lane	4							+2					
Tinsley Lane North	5												
Wheatstone Close	5												
Whittle Way	5												
Whitworth Road	5												
Woolborough Lane	3		+1										
Gateway 1 (Manor Royal)	-			+1									
Gateway 2 (near Thales)	-												
Gateway 3 (near Astral)	-	X2											
Gateway 4 (James Watt)	-												
The Terrace	-		+4										
Crawters Brook	-												
Gatwick Road Parade	-		+4										
Woolborough Subway	-												
Green Lane Subway	-		+1			+2					+2		

Main actions provided

In November we have concentrated on litter picking and leaf clearing to keep the place safe and clean. We still have the last grass cutting round to complete before April, however we are waiting for the correct conditions needed to ensure minimal mess. In the meantime we are cutting the high footfall areas as and when we can.

Comments and observations

The biggest observation we have made this month is the fly tipping in Kelvin Way. This is becoming a weekly occurrence (see the pictures below). Another issue this month has been the litter and over-flowing bins in the Acorn Retail Park. In response to this we contacted our environmental officer who has assured us that measures are now in place to make sure extra bin changes/litter picking are carried out going forward.

Suggestions for future actions, improvements or additional activities planned

With regard to the Kelvin Way issue, we were wondering if there was any sort of deterrent we could put in place to try and stamp this out. Possibly something along the lines of a mobile camera, or a night shifts for the Rangers?

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



Bin bag and mess left outside a bus stop bin along Fleming Way.



A banner that had fallen foul of elements outside County Oak retail park which we quickly replaced.



More fly tipping along Kelvin Way.



Before and....



...after litter picking the alleyway by Rutherford Way.



Example of litter left overnight along James Watt Way.



Leaf clearing with the tractor team along Magpie Walk.



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.