MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT

Activity month	September 2019			
Report date	30/09/19			
Person	Davey Peskett			



Activities carried out (\checkmark)

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		X1		X12						
Baird Close	4												
Betts Way	1												
Cobham Way	5												
County Oak Lane	1		+2										
County Oak Way	1		+2										
Crompton Way	3												
Faraday Road	2												
Fleming Way	Various												
Gatwick Road	Various		+3										
Hydehurst Lane	2												
James Watt Way	5		+1										
Jenner Road	2												
Kelvin Lane	2		+1										
Kelvin Way	2		+1					+1					
London Road	Various		+1										
Manor Royal (road)	2/3												
Maxwell Way	4												
Metcalf Way	1												
Napier Way	3		+1										
Newton Road	2												
Priestley Way	5												
Royce Road	5												
Rutherford Way	5		+2										
Tinsley Lane	4												
Tinsley Lane North	5												
Wheatstone Close	5												
Whittle Way	5												
Whitworth Road	5												
Woolborough Lane	3												
Gateway 1 (Manor Royal)	-												
Gateway 2 (near Thales)	-	X2											
Gateway 3 (near Astral)	-	X2											
Gateway 4 (James Watt)	-	X2	1		1		t			1	1		
The Terrace	-	X2	+1		1		t			1	1		
Crawters Brook	-		1		1		1			1			
Gatwick Road Parade	-		X3					L					
Woolborough Subway	-		1		1		1				1		
Green Lane Subway	-		1		1		1				1		
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Main actions provided

For the month of September we have managed to complete the 10th grass cut of the season before the bad weather set in. Where we are now back on top of the grass, our focus has been on organising volunteer days for next month on the back of the success we had earlier in the year with the aim to keep building and hopefully entice other companies.

Comments and observations

We are continually keeping an eye on our trees as we have noticed that some are showing signs of ill health and some will also need to be lifted too. Fly tipping has again been an issue in Kelvin Way. It is always in the same spot, so we wonder if it's a repeat offender and if so, what we can do to tackle the problem.

Suggestions for future actions, improvements or additional activities planned

Our plan now will be to carry out one more grass cut with the view to save one for early next year again to help keep the grass down for the start of the new season. As mentioned above, we are finalising plans for the volunteer days in October.

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



Before: Subway by Woolborough Lane. Trying to keep this clean for the cyclists.

After



A hedge along James Watt way which is encroaching onto the pavement. (Privately owned).



More fly tipping along Kelvin Way.



Examples of rubbish left by the seating areas at the Terrace.







Before litter picking along Rutherford Way.

After



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	X12 reports (monthly)
	 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 	

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.