

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	October	Report date	31/10/23	Person	Jordan Soal
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Main actions provided

- Litter Picking and Bin Emptying.
- Pathways cleared of leaves.
- Grass edging in various places.
- Hedge cutting and weed control on Woolborough Lane cycle path.
- Graffiti Removal.
- Crawler's Brook Woodland Path Replenished.
- Throughout September we have collected 1,820kg of litter waste.

Comments and observations

We're coming across a lot of seating slats being removed from the seating area at The Terrace, our team are checking these seats daily. We have come up with a solution to help prevent this from happening further.

With the recent heavy rainfall we have been unable to continue grass cutting using the larger machinery due to the ground being too wet for its weight.

Looking back on the stats from October 2022 we've seen a slight rise in litter waste collected compared to this year. With 1,700kg being collected in October 22.

Suggestions for future actions, improvements or additional activities planned

Now that the woodland path in Crawler's Brook has been replenished we will be monitoring the encroachment so that in the future we're able to plan in the right times to visit this area to keep it safe and well maintained.

In line with our winter work plan our team will be out clearing leaves from all Pocket Parks and high footfall areas daily to prevent any slips or trips.

As we're unable to use the ride on mowers now we will be using strimmer's to cut down the wildflower areas next week.

Sign cleaning will also be commencing this month with our team aiming to clean 100% of the signs in Manor Royal, this also includes the digital screens.

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

Please see separate document attached with some before and after photos.

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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
Weed spraying (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.