

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	August	Report date	07/09/23	Person	Jordan Soal
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Main actions provided

- Litter Picking and Bin Emptying.
- Grass cutting throughout Manor Royal.
- Hedge cutting using our tractor flail.
- Weed spraying Pocket Parks.
- Sign Repairs.
- All broken and faded banners replaced.
- Throughout August we have collected 1,620kg of litter waste.

Comments and observations

We are continuing to see fly tipping on Kelvin Way, this area is still being frequently checked by our team.

We are starting to see that the seating in The Terrace is being unbolted, this area is being checked by our team every morning.

Looking back on the stats from August 2022 we've seen a drop in litter waste collected compared to this year. With 1,850kg being collected in August 22.

Suggestions for future actions, improvements or additional activities planned

We will be continuing with grass cutting, with the next area being cut will be Fleming Way and Manor Royal Road.

Wildflower areas are now starting to die back, this areas will be cut at the end of October.

Manor Royal entrance signs will be cleaned over the next couple of weeks along with any other signs that require cleaning.

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.