MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	September	Report date	29/09/23	Person	Jordan Soal

Activities carried out (✓)									8			nce	
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												
Baird Close	4		✓										
Betts Way	1		✓										
Cobham Way	5		✓										
County Oak Lane	1	✓	✓										
County Oak Way	1	✓	✓				√		✓				
Crompton Way	3	✓	✓	✓			✓						
Faraday Road	2	✓	✓				✓			1			
Fleming Way	Various	✓	✓				✓			1			
Gatwick Road	Various	✓	✓	✓			✓			✓			✓
Hydehurst Lane	2		✓				✓						
James Watt Way	5	✓	✓	✓					✓	✓		✓	
Jenner Road	2		✓										
Kelvin Lane	2	✓	✓										
Kelvin Way	2	✓	✓					✓					
London Road	Various	✓	✓				✓						
Manor Royal (road)	2/3	✓	✓	✓			✓		✓	✓		✓	
Maxwell Way	4		✓				✓						
Metcalf Way	1	✓	✓				✓						
Napier Way	3	✓	✓				✓						
Newton Road	2	✓	✓										✓
Priestley Way	5	✓	✓				✓						
Royce Road	5		✓										
Rutherford Way	5	✓	✓				✓						
Tinsley Lane	4		✓		✓		✓	✓					
Tinsley Lane North	5		✓										
Wheatstone Close	5		✓										
Whittle Way	5		✓										
Whitworth Road	5		✓										
Woolborough Lane	3	✓	✓	1	1					1			
Gateway 1 (Manor Royal)	-	✓	✓	✓						✓		✓	
Gateway 2 (near Thales)	-	✓	✓	✓					✓	✓		✓	
Gateway 3 (near Astral)	-	✓	✓							1			
Gateway 4 (James Watt)	-	✓	✓	✓					✓	✓		✓	
The Terrace	3	✓	✓										
Crawters Brook	2	✓	✓										
Gatwick Road Parade	5	✓	✓						✓	1			✓
Woolborough Subway	3	✓	✓										
Green Lane Subway	3		✓										

Main actions provided

- Litter Picking and Bin Emptying.
- Grass cutting throughout Manor Royal.
- Grass edging in various places.
- Detritus clearing from traffic islands and roundabouts.
- Small pockets of wildflower areas cut back.
- Throughout September we have collected 1,240kg 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.

With leaves now starting to fall we will start to use our Hako sweeper to sweep the main footpaths to prevent any leaf build up.

Looking back on the stats from September 2022 we've seen a drop in litter waste collected compared to this year. With 1,920kg being collected in September 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 Manor Royal Road.

We are going to start on our winter work plan in between grass cutting, traffic islands will continue to be cleared of detritus and weeds along with signs being cleaned.

Grass areas will be cut at the end of October.

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

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

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT 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	X2 washes
	name signs, gateway / entrance signs, wayfaring signs and highways signs (2pa)	
-	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)	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	Reactive/response service as required
	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.