MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT

Activity month	February
Report date	28/02/22
Person	JS



Activities carried out (√)			_			1		ı	ı	,	,	1	
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		Х3				X20						
Baird Close	4												
Betts Way	1		✓										
Cobham Way	5		✓					✓					
County Oak Lane	1		✓				✓						✓
County Oak Way	1		✓				✓						✓
Crompton Way	3		√				√						✓
Faraday Road	2		√				√						√
Fleming Way	Various		✓	✓			✓					✓	X5
Gatwick Road	Various		✓	✓			√					√	X4
Hydehurst Lane	2		√				√					√	
James Watt Way	5		✓									√	✓
Jenner Road	2		√										
Kelvin Lane	2		√										
Kelvin Way	2		√										
London Road	Various		√				√					√	✓
Manor Royal (road)	2/3		✓				✓					√	X4
Maxwell Way	4		√				√					√	
Metcalf Way	1		√				√						√
Napier Way	3		√				√						
Newton Road	2		✓										
Priestley Way	5		✓				✓						
Royce Road	5		✓										
Rutherford Way	5		✓				✓					✓	
Tinsley Lane	4		✓				✓	Х3					
Tinsley Lane North	5												
Wheatstone Close	5												
Whittle Way	5		✓										✓
Whitworth Road	5		✓										✓
Woolborough Lane	3		✓				✓						✓
Gateway 1 (Manor Royal)	-		✓		✓	✓							✓
Gateway 2 (near Thales)	-		✓										
Gateway 3 (near Astral)	-		✓									✓	√

Gateway 4 (James Watt)	-	✓					✓	
The Terrace	3	✓		✓				✓
Crawters Brook	2	✓		✓				
Gatwick Road Parade	5	✓		✓				✓
Woolborough Subway	3	✓		✓				✓
Green Lane Subway	3	✓						

Main actions provided

With fly tipping and litter reducing over the last month (1610kg has still been collected in February) we have been able to undertake various other tasks. One of our main responsibilities recently has been to replace banners, most old/faded banner have now been replaced and our attention has been drawn to the banners that have been broken/damaged during the storm. We have also been able to start clearing traffic islands and the entrances into Manor Royal.

With additional support from our Street Cleaning Team, we have been able to undertake sign cleaning throughout Manor Royal with nearly 75% of signs now being cleaned.

Tree Lifting has been completed along Manor Royal Road to help with future grass cutting.

These areas are highlighted above in 'other'.

Comments and observations

With the current road works in place we have noticed a slight increase in litter around where they're working, this will be monitored and observed over the coming weeks.

Suggestions for future actions, improvements or additional activities planned

Our main plans for the coming weeks are to prepare our machinery for grass cutting. The John Deere Mower that we use for grass cutting has been serviced. We are hoping to start grass cutting in March if the weather stays on our side.

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)	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.