**MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity month** | February 2021 |  | **Baseline hours provided** |  |
| **Report date** | 4/3/21 |  | **Additional hours provided** |  |
| **Person** | Christian Threader |  |  |  |

**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** |  | **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 |  | +2 |  |  |  |  |  |  |  |  |  |  |
| Faraday Road | 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| Fleming Way | Various |  |  |  |  |  |  |  |  |  |  |  |  |
| Gatwick Road | Various |  | +3 |  |  | +2 |  |  |  |  |  |  |  |
| Hydehurst Lane | 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| James Watt Way | 5 |  | +3 |  |  |  |  | +2 |  |  |  |  |  |
| Jenner Road | 2 |  | +1 |  |  |  |  |  |  |  |  |  |  |
| Kelvin Lane | 2 |  | +2 |  |  |  |  |  |  |  |  |  |  |
| Kelvin Way | 2 |  | +4 |  |  |  |  | +3 |  |  |  |  |  |
| London Road | Various |  | +1 |  |  |  |  |  |  |  |  |  |  |
| Manor Royal (road) | 2/3 |  | +3 |  |  | +5 |  |  |  |  |  |  |  |
| Maxwell Way | 4 |  |  |  |  |  |  |  |  |  |  |  |  |
| Metcalf Way | 1 |  | +5 |  |  | +2 |  | +2 |  |  |  |  |  |
| Napier Way | 3 |  | +2 |  |  | +2 |  | +1 |  |  |  |  |  |
| Newton Road | 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| Priestley Way | 5 |  |  |  |  |  |  |  |  |  |  |  |  |
| Royce Road | 5 |  | +1 |  |  |  |  |  |  |  |  |  |  |
| Rutherford Way | 5 |  | +2 |  |  |  |  |  |  |  |  |  |  |
| Tinsley Lane | 4 |  | +2 |  |  | +1 |  |  |  |  | +1 |  |  |
| Tinsley Lane North | 5 |  | +1 |  |  | +1 |  |  |  |  |  |  |  |
| Wheatstone Close | 5 |  |  |  |  |  |  |  |  |  |  |  |  |
| Whittle Way | 5 |  |  |  |  |  |  |  |  |  |  |  |  |
| Whitworth Road | 5 |  |  |  |  |  |  |  |  |  |  |  |  |
| Woolborough Lane | 3 |  |  |  |  | +2 |  |  |  |  |  |  |  |
| Gateway 1 (Manor Royal) | - |  | +2 |  |  |  |  |  |  |  |  |  |  |
| Gateway 2 (near Thales) | - |  | +2 |  |  |  |  |  |  |  |  |  |  |
| Gateway 3 (near Astral) | - |  |  |  |  |  |  |  |  |  |  |  |  |
| Gateway 4 (James Watt) | - |  |  |  |  |  |  |  |  |  |  |  |  |
| The Terrace | - |  | +4 |  |  | +4 |  |  |  |  |  |  |  |
| Crawters Brook | - |  |  |  |  |  |  |  |  |  |  |  |  |
| Gatwick Road Parade | - |  | +7 |  |  |  |  |  |  |  |  | +2 |  |
| Woolborough Subway | - |  |  |  |  | +3 |  |  |  |  |  |  |  |
| Green Lane Subway | - |  | +1 |  |  | +3 |  |  |  |  |  |  |  |

**Main actions provided**

**Februarys report**  general cleaning has been the main focus this month. The maintenance team have been removing fly tipping and carrying out daily litter picking. High footfall areas including Gatwick parade, bus stops and foot bridges were gritted in the early part of the month when conditions were deemed icy and dangerous. The remainder of the banners were installed with the support of our JCB operator across various Zones of Manor Royal. In preparation for this terms grass cutting the team have been tree lifting to make grass mowing more accessible.

**Comments and observations**

Our main observations this month is that we feel fly tipping is increasing in Kelvin Way and Rutherford Way. We have increased visits to Crawters Brook following recent reports of litter and we have observed that Crows and Magpies are a particular concern as they are creating the litter. We will need to review whether we have the right type of bin for this area.

**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 Cadet that we use for grass mowing is being serviced and new cutting blades will be attached and should be ready for use next week. We will start pedestrian mowing at the Terrace and the Triangle entrance in March.

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

**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)  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…   * 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.