**MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity month** | March 2021  |  | **Baseline hours provided** |  |
| **Report date** | 16/4/21 |  | **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) | - | +1 |  |  |  |  |  |  |  |  |  |  |  |
| 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**

**March report**  we still have experienced more fly tipping than normal which takes up time. Litter was a consistent priority, as we deep cleaned in preparation for the first grass cut of the season. We did a small amount of grass cutting towards the end of March, this was on the rabbit roundabout gateway 3. We also cleared detritus in zone 1 where the road sweepers cannot get to by the curb stones. We have attended to the plant beds on Gatwick road and will monitor more as we go into the growing season.

**Comments and observations**

Our main observations this month is that we feel fly tipping is increasing still in various areas of Manor Royal. The two cadets are serviced and ready for grass cutting operations at the beginning of April. We have purchased stronger cable ties as we are still having a few issues with Banners and fittings. This work is booked in for late April with our tractor/plant team. We have concerns that regular litter in zone 1 is because of the overloaded transport that take away recycled waste from Viridor. We have seen the litter coming out of various transport/lorries however we have not managed to gather photo evidence as of yet.

**Suggestions for future actions, improvements or additional activities planned**

Our main focus in April will be to start grass cutting in all zones. Weed spraying by WS is planned for April and we will start CBC spraying in April as well. Litter will continue to be picked up by the team, with additional support at weekends.

**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 spraysX4 dead weed removalsWeed ripper as requiredOn 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.