MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT

Activity month	November –
Activity month	
	December 2021
Report date	21/12/2022
Person	DS & JS

Baseline hours provided	
Additional hours provided	



Activities carried out (√)			1			1						1	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	Х4				X13						
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	✓	✓				✓						
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		✓			✓	✓						
Gateway 1 (Manor Royal)	-	✓	✓			✓							
Gateway 2 (near Thales)	-	✓	✓										
Gateway 3 (near Astral)	-	✓	✓										

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

Main actions provided

With the weather on our side we have been able to complete a grass cut on the main roads in early December, now with the grass cutting season over we're able to move onto our winter work. A deep clean litter pick is underway, this will be completed in Zones. We are also still experiencing additional fly tips within manor Royal, still with no evidence of where it's coming from, the areas can be seen above.

Comments and observations

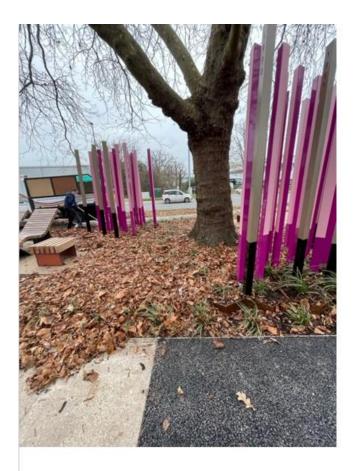
We are starting to see a small increase in litter around the Food outlets on the Gatwick Road.

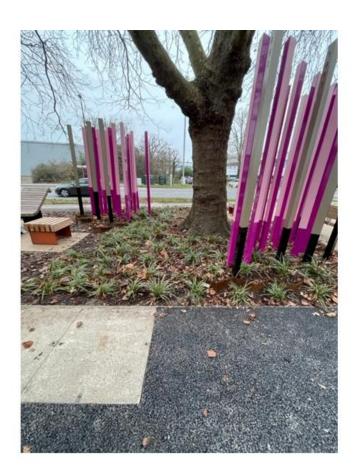
Suggestions for future actions, improvements or additional activities planned

Winter work and grot spot clearances is underway, we are currently reviewing our maintenance schedule for next year to ensure we have all necessary tools and equipment to have a successful year, this includes servicing and sharpening our tools and equipment plus trialling a few cleaning chemicals to help with a better quality finish.

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







We have started clearing the leaves on the Gatwick Road Pocket Park, giving the new plants chance to develop.



Currently over the last month we have collected a total of 1,020KG of leaves with Manor Royal.



We have been turning our attention to a lot of tucked away litter in ditch lines and bushes, over the last 2 months we have collected a total of 2320KG of litter from Manor Royal.





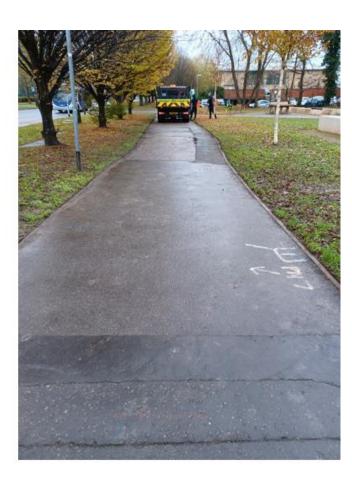




With additional help from our Street Cleaning team we're able to keep the wider pathways clear using our <u>Hako</u> Sweeper. We are also now equipped with a Terrier T10 Leaf Vacuum, which mulches the leaves so we're able to collect more are one time.







We have trialled edging within Manor Royal so that we can work out the length of time it will take to complete all edging.



In Manor Royal we have calculated 19,645.96 metres of edging.

With the debris we collected from edging these pathways we were able to reuse this in other areas to fill in damaged verges.



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	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.