MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT

Activity month	January
Report date	27/01/22
Person	DS & JS



Activities carried out (

)

Activities carried out (✓)	1	1	1	1		1	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				X20						
Baird Close	4		✓										
Betts Way	1		✓										
Cobham Way	5		✓										
County Oak Lane	1		✓			✓	✓	X4					
County Oak Way	1		✓			✓	✓	X2	✓				
Crompton Way	3		✓				✓						
Faraday Road	2		✓				✓	✓					✓
Fleming Way	Various		✓	✓			✓					✓	✓
Gatwick Road	Various		✓	√		✓	✓	Х3					✓
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	3	✓			✓	✓				
Crawters Brook	2	✓				✓				
Gatwick Road Parade	5	✓			✓	✓				
Woolborough Subway	3	✓	✓	✓	✓	✓	✓		✓	
Green Lane Subway	3	✓								

Main actions provided

Over the last month our main priority has been a deep clean litter pick where we have been picking in Zones, with the litter increase in certain areas we have been able to relocate bins as a trial to see if this can help reduce the litter. Fly tipping has also increased throughout late December and January, these areas can be see above under 'Waste Clearance'. We are now currently in the process of replacing damaged/faded banners.

Comments and observations

We have had our small works team in to help with sign repairs located in Newton Road and Faraday Road. Old and faded banners are starting to be replaced in various areas which we will continue to do over the next couple of weeks, these areas are show in 'other'

There has been a significant increase in fly tipping recently so these areas will now be monitored more frequently.

Suggestions for future actions, improvements or additional activities planned

Winter work and grot spot clearances is underway and we will soon be making a start on traffic islands to remove weeds and debris, unfortunately some of these aren't accessible due to road works taking place. This year's grass cutting round has now been scheduled, we will update you on this shortly before the grass cutting season starts, this will mean that you will be able to know when the grass is due to be cut (weather dependant).

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.