

MANOR ROYAL BID MAINTENANCE TEAM ACTIVITY REPORT



Activity month	November	Report date	30/11/22	Person	Jordan Soal
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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												
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	3	✓	✓	✓		✓	✓		✓				
Crawters Brook	2		✓				✓		✓				
Gatwick Road Parade	5		✓			✓			✓				
Woolborough Subway	3		✓	✓		✓	✓		✓			✓	
Green Lane Subway	3		✓			✓			✓				

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Main actions provided

Our main focus this month has been litter and leaf clearance, the worst of the built-up leaves have been collected and we will continue to maintain these areas.

With the heavy rainfall recently, we have been clearing drains and gullies to prevent flooding.

This month we have collected 2,140kg of leaves and 2,200kg of litter.

Comments and observations

Our team attended another successful Manor Royal event in which we received some very good feedback from different business who are seeing a big improvement within Manor Royal.

We also received this compliment this month from a resident –

Compliment details

Service: Neighbourhood Services

Staff member name (if given): People working in manor royal

Compliment:

I was driving past the Gatwick school on a very busy and wet morning when I saw two council workers trying to help by clearing a blocked drain that was causing flooding across the road and additional traffic. Nobody was stopping to allow them to work and people were driving through the puddle soaking the worker who continued to try his hardest to help!! Wouldn't see this very often, thank you!!! I hope you get recognition for what you did!!

Suggestions for future actions, improvements or additional activities planned

We will be continuing to keep footpaths clear of leaves using our small mechanical sweeper/vacuum.

While continuing on with leaf and litter clearing, we will be making a start on cleaning road/entrance signs.

Banners will be replaced and repaired.

We have identified some overgrown areas which will be starting to clear as part of our winter maintenance.

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

Please see separate document attached with some before and after photos.

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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) 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... <ul style="list-style-type: none"> • 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.