



FOI DISCLOSURE

NBC 2736-1149

Part 3



Prepared on the 18th December 2013

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓			•	

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11 [REDACTED] came out to investigate.No repair yet	
Escalator warning system	✓				
External warning boxes	✓				
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 29th August 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓			Support bar in disabled toilet has come away from wall-reported 31/8/11	Repaired 1/9/11
Public toilet (Disabled)		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse toilet(s) 24hr		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Lock on double doors near loading bay lift needs replacing. Lady bus drivers toilet adjacent to bay A blocked-reported 2/9/11	Replaced 1/9/11 Unblocked 2/9/11
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate.No repair yet	
Escalator warning system	✓				
External warning boxes	✓				
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 5th September 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓				
Public toilet (Disabled)		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse toilet(s) 24hr		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		New lock and key required for electric cupboard-reported 7/9/11 Lock to bay 19 needs attention-reported 9/9/11	
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes	✓				
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C12th September 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓				
Public toilet (Disabled)		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse toilet(s) 24hr		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		New lock and key required for electric cupboard-reported 7/9/11 Lock to bay 19 needs attention-reported 9/9/11	Done w/c 5/9/11 Bay 19 door now o.k.
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate.No repair yet	
Escalator warning system	✓				
External warning boxes	✓				
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C19th September 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓				
Public toilet (Disabled)		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse toilet(s) 24hr		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11 [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-will take down to investigate.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C26th September 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓				
Public toilet (Disabled)		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse toilet(s) 24hr		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Fire door to Grosvenor-magnetic closure damaged and faulty-reported 26/9/11	
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-will take down to investigate.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 3rd October 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓				
Public toilet (Disabled)		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse toilet(s) 24hr		✓		Standards are not as expected in the toilets, staff will be guided through what to do by management	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Fire door to Grosvenor-magnetic closure damaged and faulty-reported 26/9/11	
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11 [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay--will take down to investigate.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

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Weekly Maintenance Checks – Bus Station W/C 10th October 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)	✓				
Public toilet (Ladies)	✓				
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Blocked urinal-reported 13/10/11	Unblocked 13/10/11
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Fire door to Grosvenor-magnetic closure damaged and faulty-reported 26/9/11	Now repaired 13/10/11
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓			• ,	

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Grevfriars –reported 14/7/11. [REDACTED] same out to investigate.No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-will take down to investigate.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 17th October 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			

Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Grevfriars –reported 14/7/11 [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security .	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 24th October 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Blocked w.c. next to disabled toilet- reported 24/10/11 New jumbo toilet roll dispenser waiting to be fitted-reported 25/10/11	Repaired 24/10/11
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		New soap dispensers waiting to be fitted-reported 25/10/11	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓		Thin part of ceiling came down on pedestrian on Sunday 23 rd October (near Travel Shop)-reported 24/10/11	
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate.No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 31st October 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		New jumbo toilet roll dispenser waiting to be fitted-reported 25/10/11-re reported 3/11/11 Broken lock 3 rd cubicle along-reported 3/11/11	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		New soap dispensers waiting to be fitted-reported 25/10/11-re reported 3/11/11. Broken toilet seat-reported 3/11/11	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Rubber strip surround to bay 8 door has come away-reported 1/11/11	
Escalators	✓				

Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓		Thin part of ceiling came down on pedestrian on Sunday 23 rd October (near Travel Shop)-reported 24/10/11	
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] same out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security.	
External signage	✓				
Internal public address system	✓				

Seating	✓				
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Weekly Maintenance Checks – Bus Station W/C 7th November 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		New jumbo toilet roll dispenser waiting to be fitted-reported 25/10/11-re reported 3/11/11-re reported 10/11/11 Broken lock 3 rd cubicle along-reported 3/11/11	Lock repaired 4/11/11
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		New soap dispensers waiting to be fitted-reported 25/10/11-re reported 3/11/11.	Soap dispensers fitted 4/11/11
				Broken toilet seat-reported 3/11/11	Seat repaired 4/11/11
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Rubber strip surround to bay 8 door has come away-reported 1/11/11-re reported 10/11/11 Rubber strip to Bay 1 has come away-reported 10/11/11	
Escalators	✓				

Lift	✓				
Lighting & clocks throughout		✓		Clock taken down by person unknown and battery stolen w/c 7/11/11.	Battery replaced 10/11/11
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓		Thin part of ceiling came down on pedestrian on Sunday 23 rd October (near Travel Shop)-reported 24/10/11	
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11 [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security.	
External signage	✓				
Internal public address system	✓				

Seating	✓				
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Weekly Maintenance Checks – Bus Station W/C14th November 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		New jumbo toilet roll dispenser waiting to be fitted-reported 25/10/11-re reported 3/11/11-re reported 10/11/11	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Rubber strip surround to bay 8 door has come away-reported 1/11/11-re reported 10/11/11 Rubber strip to Bay 1 has come away-reported 10/11/11 Bay doors 1,9,11,17,19,20,A,B,C,G and H not locking-reported 18/11/11	

Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓		Thin part of ceiling came down on pedestrian on Sunday 23 rd October (near Travel Shop)-reported 24/10/11	
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓				
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security. Cannot repair-will take to Benn Security.	
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 21st November 2011

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		New jumbo toilet roll dispenser waiting to be fitted-reported 25/10/11-re reported 3/11/11-re reported 10/11/11. Lock to toilet door 4" door down broken-reported 21/11/11	Repaired 24/11/11
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Urinal leaking bay 18 toilets-reported 25/11/11	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Rubber strip surround to bay 8 door has come away-reported 1/11/11-re reported 10/11/11 Rubber strip to Bay 1 has come away-reported 10/11/11 Bay doors 1, 9, 11, 17, 19, 20, A, B, C, G and H not locking-reported 18/11/11 Bay door 1 has come off its runners – reported 21/11/11	Repaired 22/11/11
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			
throughout NBC 2736-1149 # of Disclosure NBC 2736-1149	Good	Fair	Poor	ISSUES	OUTCOME
Decoration				Thin part of ceiling came down on	

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Hole appeared entrance to Greyfriars –reported 14/7/11. [REDACTED] came out to investigate. No repair yet	
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security. Cannot repair-will take to Benn Security.	
External signage	✓				
Internal public address system	✓				

Seating	✓				
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Weekly Maintenance Checks – Bus Station W/C 2nd January 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		May be a problem with voicebox by National Express bay-voicebox now taken down-will try to repair –if cannot repair will take to Benn Security. Cannot repair-will take to Benn Security. Picked up from Benn Security-will fit next week.	Voicebox repaired and fitted back in place-working o.k. 7/1/12
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 9th January 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		New jumbo toilet roll holders fitted. 9/1/12	
Public toilet (Ladies)		✓		New jumbo toilet roll holders fitted 9/1/12	
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 16th January 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 23rd January 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓		Broken lock-2 nd cubicle along-reported 25/1/12	
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 30th January 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		2 broken locks--reported 1/2/12	
Public toilet (Ladies)		✓		Broken lock-2 nd cubicle along-reported 25/1/12	Repaired 2/2/12
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Broken and crumbling steps on approach to Bus Station from Ladys Lane-reported 3/2/12	
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and will take to Benn Security to repair 3/2/12	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 6th February 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		2 broken locks-reported 1/2/12	Repaired 9/2/12
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Broken tap-reported 7/2/12	Repaired 9/2/12
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	√			Broken and crumbling steps on approach to Bus Station from Ladys Lane-reported 3/2/12	Partial repair 8/2/12-will fully repair when weather becomes more clement
Escalator warning system	√				
External warning boxes		√		Voicebox malfunction bay H-Taken down and will take to Benn Security to repair 3/2/12	
External signage	√				
Internal public address system	√				
Seating	√				

Weekly Maintenance Checks – Bus Station W/C 13th February 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Broken and crumbling steps on approach to Bus Station from Ladys Lane-reported 3/2/12	Partial repair 8/2/12-will fully repair when weather becomes more clement. Full repair completed-16/2/12
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and will take to Benn Security to repair 3/2/12	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 20th February 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓		Two jumbo toilet roll holders damaged- reported 21/2/12	
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair 22/2/12.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 27th February 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓		Two jumbo toilet roll holders damaged- reported 21/2/12	
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Both soap dispensers in Mens toilets broken. Two new dispensers ordered- will be fitted next week.	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair 22/2/12.	
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 5th March 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Broken lock 3 rd toilet along-reported 6/3/12	Repaired 8/3/12
Public toilet (Ladies)		✓		Two jumbo toilet roll holders damaged-reported 21/2/12	Repaired
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Both soap dispensers in Mens toilets broken. Two new dispensers ordered-will be fitted next week.	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Window between C & B boarded up Bay E window broken boarded up	
Escalators	✓				

Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair 22/2/12.	
External signage	✓				
Internal public address system	✓				

Seating	✓					
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Weekly Maintenance Checks – Bus Station W/C 12th March 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Both soap dispensers in Mens toilets broken. Two new dispensers ordered- will be fitted next week.	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Window between C & B boarded up Bay E window broken boarded up	
Escalators	✓				

Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	√				
Escalator warning system	√				
External warning boxes		√		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair 22/2/12.	
External signage	√				
Internal public address system	√				

Seating	✓				
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Weekly Maintenance Checks – Bus Station W/C 19th March 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Both soap dispensers in Mens toilets broken. Two new dispensers ordered- will be fitted next week.	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Window between C & B boarded up Bay E window broken boarded up Hole in roadway-reported 20 th March- [REDACTED]	

Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓					
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair 22/2/12.	
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 26th March 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Two blocked toilets-reported 28/3/12-	Unblocked 29/3/12
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Both soap dispensers in Mens toilets broken. Two new dispensers ordered- will be fitted next week.	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Window between C & B boarded up Bay E window broken boarded up Hole in roadway-reported 20 th March-	

Escalators	✓				
Lift	✓			—	
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓				
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair-picked up-will fit next week.	
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 2nd April 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Both soap dispensers in Mens toilets broken. Two new dispensers ordered- will be fitted next week.	Renewed 5/4/12
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Window between C & B boarded up Bay E window broken boarded up Hole in roadway-reported 20 th March- [REDACTED]	

Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓					
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair-picked up-will fit next week.	
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 9th April 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Window between C & B boarded up Bay E window broken boarded up Hole in roadway-reported 20 th March-	

Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓					
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair-picked up-will fit next week.	Voicebox fitted 11/4/12
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 16th April 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window between C & B boarded up Bay E window broken boarded up Hole in roadway-reported 20 th March-	

Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓				
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓		Voicebox malfunction bay H-Taken down and taken to Benn Security for repair-picked up-will fit next week.	Voicebox fitted 11/4/12
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 23rd April 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window between C & B boarded up Bay E window broken boarded up Hole in roadway-reported 20 th March- [REDACTED]	

Escalators	✓			,	
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				

Loading bay / Compactor	✓				
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Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 30th April 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	

				Hole in roadway-reported 20 th March- ██████████	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				


Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			

External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 7th May 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	

				Hole in roadway-reported 20 th March- 	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			

External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 14th May 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		-	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	

				Hole in roadway--reported 20 th March- r	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			

External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 21st May 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Tap broken in disabled toilet-reported 21 st May	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	

				Hole in roadway--reported 20 th March- ██████████	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				


Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Fire door near bays 20 and A-handle broken-reported 21 st May	
Escalator warning system	✓				
External warning boxes		✓			

External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 28th May 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Tap broken in disabled toilet-reported 21 st May	Repaired.
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	

				Hole in roadway-reported 20 th March- 	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓			Fire door near bays 20 and A-handle broken-reported 21 st May	Repaired.
Escalator warning system	✓				
External warning boxes		✓			

External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 4th June 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	Re reported by Alan Craggs 8/6/12

				Hole in roadway-reported 20 th March-	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 11th June 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓		Overflowing ball valve in 1 st cubicle- reported 12/6/12	Repaired 13/6/12
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Bay 20 urinals blocked-reported 11/6/12.	Unblocked 13/6/12
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	Re reported by Alan Craggs 8/6/12

				Bay 10 lock needs attention-reported 12/6/12 Hole in roadway-reported 20 th March- ██████████	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 25th June 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	Re reported by Alan Craggs 8/6/12

				Bay 10 lock needs attention-reported 12/6/12 Hole in roadway-reported 20 th March- ██████████	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 2nd July 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	Re reported by Alan Craggs 8/6/12

				Bay 10 lock needs attention-reported 12/6/12 Hole in roadway-reported 20 th March- ██████████	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C9th July 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	Re reported by Alan Craggs 8/6/12

				Bay 10 lock needs attention-reported 12/6/12 <u>Hole in roadway-reported 20th March-</u>	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C16th July 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors			✓	Bay 2 window broken-boarded up Bay 10 window broken-boarded up Bay 12 window broken-boarded up Bay 17 window broken-boarded up Window between D & E-boarded up Bay E window broken-boarded up 18/4/12 Window broken between F and G 5/5/12-reported this morning Window between C & B boarded up Bay E window broken boarded up	Re reported by Alan Craggs 8/6/12


				Bay 10 lock needs attention-reported 12/6/12 Hole in roadway-reported 20 th March- ██████████	
Escalators	✓				
Lift	✓				
Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				

Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				

Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 23rd July 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Office door damaged-reported 27/7/12. New soap dispensers need fitting-reported 27/7/12	
Public toilet (Ladies)		✓		New soap dispensers require fitting-reported 27/7/12	
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Loose door handle to ladies toilets-reported 27/7/12	
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Hole in roadway-reported 20 th March- 	
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓		Cover to light on subway to Mayorhold broken-reported 27/7/12	
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓		●		
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				


Weekly Maintenance Checks – Bus Station W/C 30th July 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Office door damaged-reported 27/7/12. New soap dispensers need fitting-reported 27/7/12	Attended 30/7/12. Fitted 31/7/12
Public toilet (Ladies)		✓		New soap dispensers require fitting-reported 27/7/12	Fitted 31/7/12
Public toilet (Disabled)		✓			
Mezzanine toilets		✓		Loose door handle to ladies toilets-reported 27/7/12	Repaired 30/7/12
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Hole in roadway-reported 20 th March- [REDACTED]	
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓		Cover to light on subway to Mayorhold broken-reported 27/7/12	Attended to 31/7/12
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 6th August 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓			
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Hole in roadway-reported 20 th March- 	
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓			✗	
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 13th August 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		Blocked urinals-reported 14/8/12	Unblocked 15/8/12
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓		Damaged roadway by Bay A –reported to [REDACTED] 14/8/12. E mailed picture.	[REDACTED] visited 15/8/12. Will pass to [REDACTED] (structural engineer) to investigate further.
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 20th August 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		2 faulty taps reported 20/8/12	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				
Lighting & clocks		✓			

throughout					
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage	✓				
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 27th August 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		2 faulty taps reported 20/8/12 Blocked sink in attendants office- reported 28 th August.	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓			
Item	Good	Fair	Poor	ISSUES	OUTCOME
Decoration throughout		✓			
Windows/Glass throughout	✓				
Cleanliness of concourse	✓				
Cleanliness of lower mall and subways	✓				
Cleaners storage areas and rest room	✓				
Loading bay / Compactor	✓				

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage		✓		"Your speed is" signs not functioning-reported 3/18/12	
Internal public address system	✓				
Seating	✓				

Weekly Maintenance Checks – Bus Station W/C 3rd September 2012

Item	Good	Fair	Poor	ISSUES	OUTCOME
Public toilet (Men's)		✓		2 faulty taps reported 20/8/12 Blocked sink in attendants office- reported 28 th August. Door lock missing on 4 th door-reported 3/9/12	
Public toilet (Ladies)		✓			
Public toilet (Disabled)		✓			
Mezzanine toilets		✓			
Concourse light boxes	✓				
Concourse signage	✓				
Concourse & bus bay doors		✓			
Escalators	✓				
Lift	✓				

Lighting & clocks throughout		✓				
Item	Good	Fair	Poor	ISSUES		OUTCOME
Decoration throughout		✓				
Windows/Glass throughout	✓					
Cleanliness of concourse	✓					
Cleanliness of lower mall and subways	✓					
Cleaners storage areas and rest room	✓					
Loading bay / Compactor	✓					

Item	Good	Fair	Poor	ISSUES	OUTCOME
Stairwells/subways	✓				
Escalator warning system	✓				
External warning boxes		✓			
External signage		✓		"Your speed is" signs not functioning-reported 3/8/12. Still not functioning 3/9/12	
Internal public address system	✓				
Seating	✓				

