



County Offices  
Newland  
Lincoln  
LN1 1YL

4 December 2015

**Highways and Transport Scrutiny Committee**

A meeting of the Highways and Transport Scrutiny Committee will be held on **Monday, 14 December 2015 at 10.00 am in Committee Room One, County Offices, Newland, Lincoln LN1 1YL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in black ink, appearing to be "T McArdle", written over a horizontal line.

Tony McArdle  
Chief Executive

**Membership of the Highways and Transport Scrutiny Committee**  
**(11 Members of the Council)**

Councillors M Brookes (Chairman), A G Hagues (Vice-Chairman), M G Allan, D Brailsford, K J Clarke, R L Foulkes, R J Hunter-Clarke, J R Marriott, N M Murray, Mrs A M Newton and A H Turner MBE JP



**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE AGENDA  
MONDAY, 14 DECEMBER 2015**

<b>Item</b>	<b>Title</b>	<b>Pages</b>
<b>1</b>	<b>Apologies for Absence/Replacement Members</b>	
<b>2</b>	<b>Declarations of Members' Interests</b>	
<b>3</b>	<b>Minutes of the previous meeting of the Highways Scrutiny Committee held on 26 October 2015</b>	5 - 14
<b>4</b>	<b>Announcements by the Executive Councillor for Highways, Transport and IT and the Chief Operating Officer</b>	Verbal Report
<b>5</b>	<b>Major Schemes Update</b> <i>(A verbal report by Paul Rusted, Infrastructure Commissioner, in connection with the latest progress on the Council's major highway and transport schemes)</i>	Verbal Report
<b>6</b>	<b>Winter Maintenance Update</b> <i>(A verbal report by David Davies, Principal Maintenance Engineer, in connection with the latest situation of winter maintenance on the Council's highways)</i>	Verbal Report
<b>7</b>	<b>Roundabout Advertising</b> <i>(A report by Paul Little, Network Manager North, which provides information about the current position regarding Roundabout Advertising within Lincolnshire)</i>	15 - 26
<b>8</b>	<b>Scrutiny of Performance</b> <i>(A report by David Hair, Member Services Manager, which invites the Committee to consider the Council's new performance regime and options for how this Committee can effectively scrutinise key performance information in the future)</i>	27 - 34
<b>9</b>	<b>Civil Parking Enforcement - Mid Year Report 2015/16</b> <i>(A report by Matt Jones, Parking Services Manager, which contains a mid-year update of statistical information and developments relating to Civil Parking Enforcement from 1 April 2015 to 30 September 2015)</i>	35 - 42
<b>10</b>	<b>Permit Scheme</b> <i>(A report by Paul Rusted, Infrastructure Commissioner, in connection with the proposed introduction of a Permit Scheme for Lincolnshire. The Permit Scheme will improve the Council's ability to manage all works on the highway network, to minimise inconvenience and prevent disruption to road users)</i>	43 - 46

- 11 Highways Asset Management Policy** 47 - 54  
*(A report by Mike Coates, Highways Assessment and Lincolnshire Laboratory Manager, in connection with the need to produce a policy for Highways Asset Management prior to the development of the next Highways Asset Management Strategy. This follows a "Peer Review" of the Lincolnshire Highways Service undertaken as part of the Highways Maintenance Efficiency Programme (HMEP). The policy will require to be approved by the Executive Councillor for Highways, Transport, IT)*
- 12 Highways and Transport Scrutiny Committee Work Programme** 55 - 58  
*(A report by David Hair, Member Services Manager, in connection with the latest situation of the Committee's Work Programme)*

Democratic Services Officer Contact Details

Name: **Steve Blagg**  
Direct Dial **01522 553788**  
E Mail Address [steve.blagg@lincolnshire.gov.uk](mailto:steve.blagg@lincolnshire.gov.uk)

**Please note:** for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

All papers for council meetings are available on:  
[www.lincolnshire.gov.uk/committeerecords](http://www.lincolnshire.gov.uk/committeerecords)

# Agenda Item 3



## HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE 26 OCTOBER 2015

### **PRESENT: COUNCILLOR M BROOKES (CHAIRMAN)**

Councillors K J Clarke, R L Foulkes, R J Hunter-Clarke, J R Marriott,  
A H Turner MBE JP, C J T H Brewis, R A H McAuley and R A Renshaw

Councillors: R G Davies and R G Fairman attended the meeting and spoke

Officers in attendance:-

Alan Aistrup (Special Projects Manager), Steve Blagg (Democratic Services Officer),  
David Hair (Member Services Manager), Ian Field (Technical Development Manager  
South), Andrew Norton (Senior Planning Officer (Infrastructure)), Anita Ruffle (Group  
Manager - PTU), Paul Rusted (Infrastructure Commissioner), Mark Welsh (Flood  
Risk and Development Manager) and Steve Willis (Chief Operating Officer)

### 38 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D Brailsford and A G Hagues.

The Chief Executive, having received notice under Regulation 13 of the Local  
Government (Committees and Political Groups) Regulations 1990, had appointed  
Councillors C L T H Brewis, R A H McAuley and R A Renshaw, in place of  
Councillors Mrs A M Newton, M G Allan and N M Murray, respectively, for this  
meeting only.

### 39 DECLARATION OF MEMBERS' INTEREST

No declarations were made at this stage of the meeting.

### 40 MINUTES OF THE MEETING HELD ON 14 SEPTEMBER 2015

RESOLVED

That the minutes of the previous meeting of the Highways and Transport Scrutiny  
Committee held on 14 September 2015, be agreed as a correct record and signed by  
the Chairman.

### 41 ANNOUNCEMENTS BY THE EXECUTIVE COUNCILLOR FOR HIGHWAYS, TRANSPORT AND IT AND THE CHIEF OPERATING OFFICER

No announcements were made.

## HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE 26 OCTOBER 2015

### 42 MAJOR SCHEMES UPDATE

The Committee received a verbal update on the progress of Major Schemes as follows:-

1. Lincoln East West Link – Good progress was being made. Works on the piled foundations for the Heritage Building were under way as were utility diversions in the High Street at the top end of Tentercroft Street. Completion of carriageway completion works were now likely to be two/three months early, with completion expected in October 2016.
2. Network Rail Footbridges in Lincoln - Work had started to clear the site for the High Street Footbridge with an expected completion date of Spring 2016. Brayford Wharf East Bridge was now being redesigned by Network Rail but with no planned start date.
3. Grantham Southern Relief Road - Phase 1 of King 31 scheme commenced in September 2015 with an expected completion in April 2016. Overall, good progress was being made.
4. A17/A151 Peppermint Junction, Holbeach - consultations on planning permission for Phase 1 was now complete with orders expected to be published in Spring 2016 with a and potential start on site in Autumn 2016.
5. Skegness Business Park – discussions were ongoing with the landowner about the scope of the initial phase of the scheme.

Comments made by the Committee and responses by officers included:-

1. Was it still the intention of Network Rail to construct a footbridge at the Brayford Level Crossing?

Officers stated that Network Rail were still considering the construction of a footbridge at the Brayford Level Crossing.

2. Was it the intention for only buses to use the level crossing on the High Street when the work was completed?

Officers stated that all vehicles could use the level crossing but eventually as part of the overall Lincoln Transport Study it was proposed to pedestrianise the top end of the High Street near the level crossing.

3. When the East West link was completed would signs be installed to redirect traffic away from the City Centre?

Officers stated that appropriate signage would be installed.

4. Was preparatory work being undertaken by the Council for a Southern By-Pass during discussions to develop the South West Quadrant?

Officers stated that discussions between the Council and potential developers about the South West Quadrant were on-going and included the Southern By-Pass which was in the Council's Strategy for this area.

RESOLVED

That the update and comments made by the Committee, be noted.

43     LINCOLNSHIRE COUNTY COUNCIL'S ROLE IN THE PLANNING SYSTEM

The Committee received a presentation on the Council's role in planning and its role as the Lead Local Flood Authority and Highways Authority.

Officers stated that there had been substantial changes to planning legislation since 2010 which affected the role of the County Council. The changes included the abolition of Regional Plans, the creation of the Local Enterprise Partnerships, devolution proposals, Local Plans and Localism, the National Planning Policy Framework, de-regulation and the effects of reductions in public expenditure.

Officers stated that since the serious flooding in 2007 and the outcome of the Pitt Review into these floods the County Council had now become the Lead Local Flood and Highways Authority. The County Council was now a statutory consultee for planning applications and was required to provide technical advice on flooding matters to the district local planning authorities which could meet the standards of a planning inquiry. The County Council was also a statutory consultee in its capacity as the highways authority.

Officers stated that because of these major changes in the Council's role presentations were being made to this Committee and the Economic and Environmental Scrutiny Committees and arrangements had been made for a briefing open to all Members of the Council on 4 November 2015.

Comments made by the Committee and responses by officers, included:-

1. What was the role of Members in the process?

Officers stated that the valued knowledge of local Members was welcomed.

2. Who received the Community Infrastructure Levy monies?

Officers explained the Community Infrastructure Levy and how it ran alongside Section 106 Agreements. The Levy was payable on qualifying developments as set out in the charging schedule (which was currently being prepared). The money was collected by the District Local Authorities and a certain percentage could be claimed by a Town/Parish Council. If there was a Neighbourhood Plan the figure was 25% and where there was no Neighbourhood Plan it was 15%.

3. An enquiry was made whether provision could be made for a Household Waste Recycling Centre in any Neighbourhood Plan produced for Stamford?

## **HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE**

### **26 OCTOBER 2015**

Officers stated that a Neighbourhood Plan would not contain that level of detail for the inclusion of a Household Waste Recycling Centre and that it was the role of the Waste Authority to consider this matter.

4. The use of the phrase "no comment" in responses given by the highway's authority to planning applications seemed to indicate that everything was satisfactory on the highway implications. However, this was not always the case.

Officers stated that the highways authority was one of a number of consultees on a planning application and a statement was read of the specific words used when there were highway implications.

5. In the past residential planning applications had been approved where drainage was an issue. Could the Council be assured that this was no longer a problem?

Officers stated that following the Pitt Review into the effects of the floods in 2007, developers needed to have mitigation measures in place to address drainage. Also, urban creep involving the addition of ten or more houses had to be addressed by the developer.

7. The filling of drainage channels by farmers required examination.

Officers stated that under the new legislation the County Council had delegated responsibility to Internal Drainage Board to ensure that drainage channels were clear and they were able to carry out enforcement.

8. What alleviation measures were used to address drainage issues due to development?

Officers explained some of the alleviation measures for drainage arising from new development. Traffic problems needed to be acute before a planning application was refused. There was a need to focus on safety and sustainability and the need for people to examine alternative modes of transport. It was better for negotiations to take place with a developer at pre-planning application stage.

9. There was a need for the County and Districts to work together on major planning applications to avoid problems. An example was given in the City of Lincoln on a development which involved children walking on the local highway because no footpath existed.

Officers stated that this would be addressed when the new legislation came out.

Officers informed the Committee that each Lead Local Flood Authority had been allocated £13,000 to implement their new responsibilities. The Council considered that this was insufficient to carry out this task and was examining this matter further with the hope of getting more funding from the Government.



RESOLVED

(a) That the presentation, the comments made by the Committee and responses given by officers, be noted.

(b) That arrangements for a briefing on 4 November 2015, for all Members of the Council, to examine the proposals in today's presentations, be noted.

44     LINCOLNSHIRE HIGHWAYS ALLIANCE UPDATE REPORT - OCTOBER  
          2015

The Council received an update on the activity of the Lincolnshire Highways Alliance. Officers stated that there was a need to think about future arrangements as it was not possible to extend the current contracts beyond ten years. The Council was currently working with Cranfield University in connection with future operations.

Officers stated that the Council had received an extra £9m in its highways capital grant and was examining how to allocate this by working in collaboration with partners.

Officers stated that because of on-going problems with Agresso it had not been possible to provide all of the detailed performance information and this information would be provided as soon as the problems had been resolved.

Comments made by the Committee and responses of officers, included:-

1. Concerns about the problems in the Agresso system and its effects on highways?

Officers stated that the problems were being addressed. It was noted that the Value for Money Scrutiny and Audit Committees had recently considered the issues. It was hoped that all of the problems would be resolved shortly.

2. What was the impact of the reductions in public expenditure on the highways' budget?

Officers stated that the impact of reductions in public expenditure on the highways' budget would be considered in the Committee's work programme and at the budget workshop meeting on 23 November 2015.

3. It was noted that it was proposed to install updated software to the Remote Light Control System installation at the Dixon Street/Boultham Road location. A view was expressed that whatever traffic light system was introduced at this location would not assist the flow of traffic as the roads were not wide enough. It was also suggested that during the construction of the East West link road a "no left turn" from Dixon Street to the High Street, should be installed.

Officers stated that this was a difficult junction and that the problem was aggravated by only having two lanes for traffic when traffic going in three directions. Further discussions about these concerns could take place outside of the meeting.

## **HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE**

### **26 OCTOBER 2015**

4. Was it possible for someone to hack into the Remote Light Control System?

Officers stated that while this was possible the necessary security systems were in place and a risk assessment had been carried out to prevent this happening.

5. Could the final costs of officer time spent at the Lincoln Eastern By-Pass Inquiry be provided to the Committee?

Officers agreed to provide this information to the Committee when the Inquiry was completed.

6. Why was £4.5m of the Council's funding at risk next year when the Department for Transport self-assessment process was introduced?

Officers stated that there was a need for the Council to demonstrate that it was using the additional £9m funding allocated in its highway capital grant effectively. Some evidence had already been collected in this respect as described in the report.

7. Had reductions in the Council's workforce reduced the ability to deliver a service?

Officers stated that with fewer employees it was important to use those remaining as effectively and efficiently as possible. The Council was moving away from a responsive service to a planned programme of prevention on highway work.

#### **RESOLVED**

That the report, comments made by the Committee and the responses given by officers, be noted.

#### **45     TOTAL TRANSPORT UPDATE REPORT**

The Committee received a report on the current status of the Total Transport Initiative (titled TotalConnect) project being undertaken by the Passenger Transport Unit. The purpose of the project was to examine if there were opportunities to integrate public sector commissioning and delivery of transport services.

Officers stated that issues surrounding the sharing of patient and financial information by the NHS would be raised at a national level to see if the barriers could be broken down.

Comments made by the Committee and responses by officers included:-

1. Opportunities for cross border co-operation also needed to be explored with Kings Lynn and Norfolk.

Officers agreed to explore opportunities for cross border co-operation in these areas.

2. There would be many benefits to the Council and other agencies if there was improved co-ordination of public transport and it was noted that this was dovetailing into the Council's devolution plans.

RESOLVED

(a) That the report, comments made by the Committee and responses given by officers, be noted.

(b) That a further progress report be submitted to the Committee in six months' time.

46      HIGHWAY TREE SURVEY - UPDATE

The Committee received a report in connection with the progress being made with the tree risk inspection surveys which commenced in June 2011 following approval by the Executive Councillor for Highways and Transport.

Comments made by the Committee and responses of officers included:-

1. There was a need to consider the species of trees planted near the highway.

Officers agreed that in the past little consideration had been given to the type of trees planted near the highway but this was no longer the case.

2. What action was taken by officers if the owner of a tree(s) could not be identified?

Officers stated that the local knowledge of a highways officer was used in the first instance and the Land Registry was used if necessary.

3. The strongest winds were in the south west/north west area of the country. Officers stated that the inspector took wind speed into consideration.

4. What was the cost of surveys compared with the work carried out to rectify damaged trees?

Officers stated that most of the surveying work was carried out internally. Other costs involved the employment of an arboriculturalist, software and the cost of a driver to transport the arboriculturalist.

5. The health of a tree depended on the condition of the verge. People parking on the verge causing the ground to become compacted.

6. Trees covering road signs was an issue.

Officers stated that while this comment was not directly related to this report trees covering signs were recorded by the inspector in his surveys and there would be a report on this matter in due course.

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE  
26 OCTOBER 2015**

7. In Bourne some estate Management Committees had a management fee to pay for maintenance. Did this fee include a responsibility for the maintenance of trees?

Officers stated that the preference now was not to plant trees near the highway and open spaces belonged to Town/Parish Councils. Trees only became a problem when they became old.

8. Who met the cost of removing trees on private property?

Officers stated that the cost of maintenance of trees on private property was the responsibility of the owner. Our surveys included all private trees within 25m of the highway and the liability for these trees was the responsibility of the owner.

9. Were fallen trees classed as an act of God?

Officers stated that a fallen tree was not classed as an act of God and that all landowners had a responsibility for inspecting their trees.

RESOLVED

That the report, comments made by the Committee and the responses given by officers, be noted.

47 LOOKED AFTER CHILDREN/CARE LEAVERS REPRESENTATIVE -  
UPDATE

Councillor R L Foulkes, in his capacity as the Committee's Looked After Children/Care Leavers representative, reported that he had attended a Care representative's meeting on 22 September 2015, at which his role had been explained. He stated that each representative was responsible for examining the impact of any changes in policy or strategy which came under the Committee's responsibility in relation to Looked After Children/Care Leavers and to report to the Committee and relevant officers.

RESOLVED

That the report be noted.

48 HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE WORK  
PROGRAMME

The Committee received its Work Programme.

The arrangements for a budget workshop for all members of the Council at 2.00pm on 23 November 2015, were noted. It was noted that while this event was taking place before the Chancellor's Autumn Statement the workshop would provide members with an opportunity to examine the broad issues and when the budgetary situation became clearer in January 2016 a more detailed examination of the budget could take place.

RESOLVED

That the Committee's Work Programme be noted and updated accordingly, subject to the addition of the following:-

- (a) An update on Total Transport in six months
- (b) Highways Asset Management Policy – 14 December 2015

The meeting closed at 12.30 pm

**This page is intentionally left blank**

**Open Report on behalf of Richard Wills, Executive Director for Environment and Economy**

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>14 December 2015</b>
Subject:	<b>Roundabout Advertising</b>

**Summary:**

This report provides information to the Highways and Transport Scrutiny Committee about the current position regarding Roundabout Advertising within Lincolnshire.

**Actions Required:**

Members of the Highways and Transport Scrutiny Committee are invited to consider and comment on the report.

## **1. Background**

- 1.1 This matter has been discussed at previous meetings of both this Committee on 29<sup>th</sup> July 2013 and the Highways, Transport and Technology Scrutiny Committee on 21<sup>st</sup> January 2013.
- 1.2 The current policy relates to the sponsorship of roundabouts and has been in existence for many years and is shown in Appendix A. This policy only applies to the provision of planting on the highway with the intention that planting will be confined to the main towns. The original proposal would extend this to include the erection of advertising boards.
- 1.3 The current policy provides a framework for approval of planting schemes and small scale signing to be approved by the County Council and administered by the City/Borough/District Council.
- 1.4 The Highway Authority's role is limited to approving the planting scheme on highway safety grounds and issuing the licence to use highway ground. The County Council receives no income from these sites but the maintenance costs are borne by the applicant.
- 1.5 The proposed policy would permit the erection of advertising boards managed by local councils supported by commercial providers.

- 1.6 Following the recommendation from Scrutiny Committee in July 2013, officers met with East Lindsey staff to establish procedures and progress with the development of a trial scheme.
- 1.7 Amended documents and licence applications which form part of the policy document were produced to enable the County Council to licence any new arrangements.
- 1.8 The most noticeable change in the streetscape was the design of the new signs involving an increase to the current restrictions on the size and type of permitted signs:  
Current sign size : 630mm x 270mm ( 0.17m<sup>2</sup> )  
Proposed sign size : 1100mm x 550mm ( 0.61m<sup>2</sup> )  
A design for the new signs was developed which would enable the submission of planning applications for the proposed sites.
- 1.9 Working with the commercial partner four proposed roundabout sites were identified where local businesses had expressed an interest in advertising.
- 1.10 Plans for the progression of the trial were discussed with the Portfolio Holder. As originally voiced by some members there were continuing concerns with regard to sign clutter and distraction of motorists. Two of the proposed sites were deemed to be intrusive in terms of the Wolds Area of Outstanding Natural Beauty and proximity to National Trust property and authority was not given to proceed with these.
- 1.11 The remaining two sites, in Louth, were subject to applications for Planning Permission to East Lindsey Planning Committee on 21st November 2013.
- 1.12 Both applications were refused by the Planning Committee. The reason for refusal was that the proposed signs by reason of their size, number, positioning and design, located in an area of Special Control for Advertisements, would constitute unnecessary sign clutter and detract from the character of the area.

## **2. Conclusion**

- 2.1 When it was not possible to secure unanimous support amongst the seven local councils, the original concept of a countywide scheme was reduced in scope to trial the proposals in a single district area.
- 2.2 East Lindsey District Council produced proposals for roundabouts in their district. These proposals were based on the opportunity to work with a single supplier arrangement to cover the management of sponsorship and maintenance of selected roundabouts. Staff from the two authorities developed the proposals to enable licences to be issued by the County Council and planning applications to be submitted.



- 2.3 Planning permission for the reduced number of roundabouts was refused by the ELDC Planning Committee in November 2013, stating reasons which were consistent with previous concerns expressed by councillors and the Portfolio Holder.
- 2.4 In the two years, since the above refusal, our District Councils have continued to operate within the existing arrangements. There have been no further proposals or expressions of interest in promoting advertising on roundabouts.
- 2.5 Councillors are invited to comment on the above update.

### 3. Consultation

#### a) Policy Proofing Actions Required

n/a

### 4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Current policy with respect to roundabout sponsorship HAT 63-1-10
Appendix B	Report to Highways Scrutiny Committee on 15 July 2013

### 5. Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Lincolnshire Streetscape Design Manual	Web Site
Highways, Transport and Technology Scrutiny Committee 21st January 2013	Web Site

This report was written by Paul Little, who can be contacted on 01522 550258 or paul.little@lincolnshire.gov.uk.

# HIGHWAYS AND TRAFFIC GUIDANCE NOTES

NO. HAT 63/1/10  
SUBJECT REQUEST FOR SPONSORSHIP OF HIGHWAY PLANTING  
EFFECTIVE FROM June 2010  
AUTHOR Area Highways Manager (Boston)  
DISTRIBUTION Distribution List

## 1. Introduction

- 1.1 This HAT sets out the approved policy for the provision of planting within the highway. The policy was approved by the Environment Committee on 24 January 1996.

## 2. Scope

- 2.1 This policy only applies to requests for the provision of planting on the highway by other Councils, Community Groups and Commercial Sponsors. The policy is designed to encourage planting in suitable locations to enhance the visual environment. Borough/District/City Councils also have an interest in many planting schemes and as Planning Authorities may need to approve any associated signing in addition to approval by the Highway Authority.

## 3. Policy

### 3.1 Borough/District/City Councils

- 3.1.1 Where a Borough/District/City Council wishes to carry out planting or already does so, the Highway Authority's role will be confined to approving the planting scheme and any associated signing on highway safety grounds and issuing a licence to plant in the highway. If the Borough/District/City Council wished to enter into an agreement with a commercial sponsor this will be permitted and it will be left to that Council to determine the design of any signs and consider whether Planning permission is required.

- 3.1.2 Generally such schemes will be confined to the main towns. Existing schemes will be regularised by the Highway Authority licensing the use of highway land.

### 3.2 Community Groups and Parish Councils

- 3.2.1 The Highway Authority's role will be to approve the planting scheme on highway safety grounds and to licence the use of highway land. Generally, such schemes do not include any signing.

3.2.2 If the sponsor wishes to provide signing, two different approvals will be required:

- (a) the Highway Authority for traffic safety
- (b) the Planning Authority for planning permission

A simple solution might be to agree a standard form of sign with all the local Planning Authorities thereby removing the need to approve individual signs. This could include standard wording as in Appendix A.

### 3.3 **Commercial Organisations**

3.3.1 Where a commercial organisation agrees to carry out or sponsor a planting scheme which is not already undertaken by a Borough/District/City Council this will be encouraged. In some towns it will, subject to the agreement of the other Council, be treated as a Borough/District/City Council scheme as in paragraphs 3.1.1 and 3.1.2.

3.3.2 Elsewhere it will be dealt with direct by the Highway Authority as in paragraphs 3.2.1 and 3.2.2 except that the standard sign would read as in Appendix A.

3.3.3 Some sponsors may wish to have a sign design which is more in line with their corporate livery or logo. In such cases it will be the sponsor's responsibility to obtain the approval of the local Planning Authority. Also the sign should also retain the LINCOLNSHIRE GREEN reference and be approved by the Highway Authority.

### 3.4 **General**

3.4.1 All planting schemes will require licences to ensure they are approved on highway safety grounds but no charge will be levied.

3.4.2 There will be a general presumption that the sponsor bears the full cost of all planting schemes, including maintenance and associated signing and returning the highway to its original condition on termination of any licence. Cost sharing will be considered on an exception basis where one of the following conditions is met:

- (a) there is a significant cost saving to the Highway Authority
- (b) the site and scheme are particularly noteworthy in contributing to an improved roadside environment

Such exceptions would need the approval of the Divisional Highways Manager after consultation with the Chair and Vice Chair of the Planning and Regulation Committee.

3.4.3 Anyone undertaking planting in the highway will be required to have public liability insurance to an indemnity level of £5 million and to agree safe methods of working with the Highway Authority.

3.4.4 The standard letters and application form for use in granting the relevant licence are attached as Appendix B.

**This page is intentionally left blank**

**Open Report on behalf of Richard Wills, Executive Director for Communities**

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>15 July 2013</b>
Subject:	<b>Advertising on/Sponsorship of Roundabouts in Lincolnshire</b>

**Summary:**

This paper sets out a proposal by East Lindsey District Council to manage advertising on/sponsorship of roundabouts across the East Lindsey district of Lincolnshire, to provide a managed approach to maximise potential income, a share of which will be allocated to the County Council.

**Recommendation(s):**

Members are invited to recommend to the Executive Councillor for Highways, Transport and IT that a trial of the proposal is carried out in the East Lindsey District.

**Background**

- 1.1 This matter was discussed at a previous meeting of the committee on 21 January 2013, where East Lindsey District Council (ELDC) were proposing a county wide scheme. The committee resolved that further work was required by East Lindsey in obtaining support from the other 6 District Councils before any recommendation could be agreed by this committee. They have not been able to gain unanimous support for their proposal and have therefore submitted a revised proposal to initiate a trial in the East Lindsey District. The results of this trial will then be used to better inform the remaining councils of the potential benefits.
- 1.2 The current policy with respect to sponsorship of roundabouts (appendix A) has been in existence for many years and has remained little changed in that time.
- 1.3 The current policy provides a framework for approval of planting schemes and small scale signing to be approved by the Highway Authority and subsequently administered by the seven "District" Councils.
- 1.4 Currently the County Council receives no income from these sponsored sites. However, the costs of maintaining them is taken on by the Districts and recovered through sponsorship charges.

**1.5** By way of example, Boston Borough Council currently have nine agreements in place; with annual sponsorship costs in the range of £560 (A1121 Boardsides, Endeavour Park) £700 (A52 Tesco/B&Q) and £750 (A16 WideBargate) bringing in a total annual income of around £14,000. A copy of their agreement is included at Appendix B.

## **2. The Proposal**

**2.1** East Lindsey's proposal (Appendix C) sets out their vision for what could be achieved by working in partnership with a private company, Community Partners, by way of fully managed contracts, making advertising/sponsorship more attractive to business and thus maximise income for both East Lindsey District Council and Lincolnshire County Council.

**2.2** The main changes to the existing policy, in terms of impact on the highway network and its users, is the proposed increase in the size of the signage from the current 630mm x 270mm (0.17sq.m) to 1100mm x 550mm (0.605sq.m). These issues are discussed at (3) below.

**2.3** The proposal states that they would expect to achieve an income of £90 per sign per week, using their assumptions, should there be full take up throughout the year. A 3 junction roundabout would generate £14,040 per annum and a 4 junction £18,720. These are somewhat different to the sums currently being generated by the existing schemes as detailed above, however one should take into account the "improved offer" the larger signs present. Lincolnshire County Council's share of this would be approximately 20%.

**2.4** In order to do some sensitivity testing of the figures quoted in the proposal we looked at what the other nearby authorities were doing in this respect. In November 2011 Norfolk County Council undertook a review of roundabout sponsorship (appendix D) looking at a similar proposal which concluded that £2000 per annum was achievable as an income from such advertisements.

Should members wish to pursue this proposal further it is clear there is more work to be done on costings contained therein.

## **3. Highway Network Implications**

**3.1** As previously identified, the proposed increase in size of sponsorship signs, and if the proposal is successful, the increased number, presents two potential issues; visibility /driver distraction and proliferation of "Street Clutter". Clearly if this proposal were to proceed then careful consideration would need to be given to the siting of these signs, each location given specific consideration to ensure that visibility would not be compromised and that the signs did not distract driver attention.

Perceived wisdom is that the signs should be set to face approaching traffic, perpendicular to the give way marking so that it is clearly visible to drivers whilst viewing the road ahead.



- 3.2 Previously, the scrutiny committee recommended the adoption of the recently revised “Streetscape Design Manual” which seeks to promote a sensitive approach to the impacts of the highway and its associated “Street furniture” on the environment. It seeks amongst other things to, where appropriate, remove unnecessary “clutter”. A proliferation of signs, particularly in rural areas or sensitive urban locations, is something that should be ordinarily avoided. However, it could be argued that sponsorship could bring about an improvement in the standard of maintenance of these roundabouts, be it by more frequent mowing or planting schemes.
- 3.3 Councillors may also wish to consider if these advertising signs could lead to an increase in unlawful signs being displayed within the highway and the subsequent additional resource required to deal with these.
- 3.4 East Lindsey's proposal is that a trial of a revised policy is undertaken within their district to establish the level of income that can realistically be achieved and to better understand the potential issues highlighted above. In order for this trial to be commercially attractive and provide a meaningful understanding of the economic benefits, it is proposed that the trial period be set at 3 years. Should the scheme prove successful and interest is shown by other districts a further decision could be made to expand the scheme during the initial trial period.

**Conclusion**

Councillors are invited to recommend to the Executive Councillor that a revised policy is drafted by officers for the purpose of undertaking a three year trial in the East Lindsey District.

**Consultation**

**a) Policy Proofing Actions Required**

n/a

**Appendices**

These are listed below and attached at the back of the report	
Appendix A	Current policy with respect to roundabouts
Appendix B	East Lindsey's proposal
Appendix C	Norfolk County Council's review of roundabout sponsorship

## Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Lincolnshire Streetscape Design Manual 2012	<a href="http://www.lincolnshire.gov.uk/residents/environment-and-planning/conservation/conservation-areas/every-street-matters/91118.article?tab=downloads">http://www.lincolnshire.gov.uk/residents/environment-and-planning/conservation/conservation-areas/every-street-matters/91118.article?tab=downloads</a>
Highways, Transport & Technology Scrutiny Committee report 21 January 2013	<a href="http://www.lincolnshire.gov.uk/local-democracy/how-the-council-works/committee-records/">http://www.lincolnshire.gov.uk/local-democracy/how-the-council-works/committee-records/</a>

This report was written by Alan Aistrup, who can be contacted on 01522 782070 or [alan.aistrup@lincolnshire.gov.uk](mailto:alan.aistrup@lincolnshire.gov.uk).

**Open Report on behalf of Richard Wills, Executive Director for Environment and Economy**

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>14 December 2015</b>
Subject:	<b>Scrutiny of Performance</b>

**Summary:**

Monitoring performance is a key role for each of the Council's scrutiny committees. It provides assurance where activity is meeting expectations and highlights areas performing outside expectation which require additional scrutiny. This report invites the Committee to consider the Council's new performance regime and options for how this Committee can effectively scrutinise key performance information in the future.

**Actions Required:**

The Highways and Transport Scrutiny Committee is invited;

1. To consider and comment on the report.
2. To agree how it wishes to scrutinise performance in the future.

## **1. Background**

At the September 2015 meeting of the Committee a report was presented regarding future performance reporting. The Committee was advised that there were no key performance indicators within the new Council Business Plan directly relating to Highways and Transportation but that the major projects that Highways were involved with would be reported in due course using the Council's new 'infographic' approach. Customer Satisfaction information for Quarter 1, 2015-16 was also reported within the report as usual.

At the last Agenda Setting Meeting for the Committee, usually attended by the Chairman and Vice-Chairman of the Committee along with senior Highways officers, a discussion took place regarding the approach to Performance reporting in future. It was suggested that the Committee could receive a combined quarterly performance report in written form that would include the regular Major Schemes update, the quarterly Highways Alliance report and quarterly Customer Satisfaction information. This approach would mirror that taken by other scrutiny committees in having a quarterly overview and a base to inform the business that appears on the

Committee's Work Programme. It would also provide increased transparency of the Major Schemes updates which are currently only provided in verbal form. However, verbal updates regarding Major Schemes would still be included on those Committee agenda not featuring a quarterly performance report.

The Committee is invited to consider if the proposal outlined above would meet the Committee's expectations and provide the necessary information to carry out robust scrutiny of performance. Alternatively the Committee may wish to continue receiving information in its current form or to consider some compromise between the proposal and the current offer. Any changes could be incorporated from the January 2016 meeting onwards with the first combined report appearing on the agenda for the Committee's 7 March 2016 meeting.

Customer Satisfaction information

Attached at Appendix A is Customer Satisfaction information for Quarter 2 2015-16. The figures show an increase in complaints from the previous quarter although the majority of complaints were ultimately unsubstantiated. Complaints in Quarter 2 were down from the level of complaints in the corresponding quarter of 2014-15. Compliments received by Highways and Transportation were up 37% from the previous quarter.

**2. Conclusion**

This report provides Members of the Committee with the opportunity to reflect on the performance information they receive and to consider the timing and format of information they receive in the future

**3. Consultation**

**a) Policy Proofing Actions Required**

n/a

**4. Appendices**

These are listed below and attached at the back of the report	
Appendix A	Customer Satisfaction information – Quarter 2 2015-16

**5. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by David Hair, who can be contacted on 01522 552080 or [davidr.hair@lincolnshire.gov.uk](mailto:davidr.hair@lincolnshire.gov.uk)

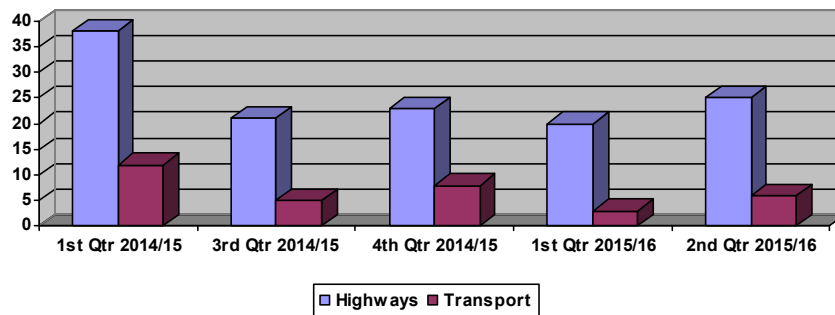
**This page is intentionally left blank**

## Customer Satisfaction Information – Scrutiny Committees

<b>Highways and Transport Scrutiny Committee</b>		
<b>Date Range for Report</b>	1 <sup>st</sup> July – 30 <sup>th</sup> September 2015 (1 <sup>st</sup> April – 30 <sup>th</sup> June 2015)	
<b>Total number of complaints received across all LCC service area.</b>	149 (105)* individual school complaints not included.	
<b>Total number of complaints relating to <u>Highways and Transport Scrutiny Committee</u></b>	31 (23)	
<b>Total number of compliments relating to <u>Highways and Transport Scrutiny Committee</u></b>	48 (35)	
<b>Total Service Area Complaints</b>	Highways	25 (20)
	Transport	6 (3)
<b>Highways Complaint Reasons</b>	Age	0 (0)
	Breach of confidence	1 (0)
	Conduct/Attitude/Rudeness of staff	2 (0)
	Delayed Assessment of Service Request	1 (1)
	Disability	0 (0)
	Disagree with Policy	2 (1)
	Disagree with Procedure	4 (7)
	Gender	0 (0)
	Insufficient Information Provided	2 (1)
	Lack Of Choice	0 (0)
	Other	0 (0)
	Procedural – Other	3 (2)
	Procedure Not Followed	6 (3)
	Professional - Other	0 (4)
	Service Delay	4 (1)
<b>Transport Complaint Reasons</b>	Age	0 (0)
	Assessment of a service request	0 (0)
	Breach of confidence	0 (0)
	Conduct/Attitude/Rudeness of staff	1 (0)
	Disability	0 (0)
	Disagree with Policy	4 (0)
	Disagree with Procedure	1 (0)
	Geographic Location	0 (0)
	Insufficient Information Provided	0 (0)

	Lack of Choice	0 (0)
	Other	0 (1)
	Policy of LCC not to provide service	0 (0)
	Policy – Other	0 (0)
	Procedural – Other	0 (1)
	Procedure not followed	0 (0)
	Professional - Other	0 (1)
	Service Delay	0 (0)
<b>Service Area Compliments</b>	Highways	47 (31)
	Transport	1 (4)
<b>How many LCC Corporate complaints have not been resolved within service standard</b>		8 (8)
<b>Number of complaints referred to Ombudsman</b>		12 (7)

**Total Complaint Receipts by Quarter**



## Summary

### LCC Overview of Complaints

The total number of LCC complaints received for this Quarter (Q2) shows a 42% increase on the previous Quarter (Q1). When comparing this Quarter with Q2 2014/15, there is a 3% increase, when 145 complaints were received.

### Overall Highways Complaints

This Quarter Highways has received 25 complaints which is a 25% increase from last Quarter when they received 20 complaints. This is a 42% decrease from Quarter 2 of 2014/15 when 43 were received.

The outcomes of the 20 complaints were:

- 1 complaint was substantiated
- 3 complaints were partially substantiated
- 21 complaints were not substantiated

The substantiated complaint was regarding a delay in replacing a parking sign in a timely manner.

The three partly substantiated complaints were regarding:

- Nature/content of letter to member of public
- Delay in replacement parking signage
- Delay in removing part of a dangerous sign post



Of the 21 not substantiated complaints, 6 complaints were regarding parking restrictions/permits and enforcement. There are no other themes to the not substantiated complaints.

#### Overall Transport Complaints

This Quarter Transport has received 6 complaints which is an increase of 3 from last Quarter when they received 3 complaints. This is a decrease of 1 complaint from Quarter 2 of 2014/15 when 7 were received.

The outcomes of the 3 complaints were:

- 1 complaint was substantiated
- 5 complaints were not substantiated

The substantiated complaint was regarding a delay in arranging transport to college.

Of the 5 non substantiated complaints, 4 complaints were regarding the allocation and transport arrangements and 1 complaint was regarding the tendering process.

#### Overall Compliments

The overall compliments received for Highways and Transport shows an increase of 37% this Quarter, with 48 compliments being received compared to 35 received last Quarter.

#### Highway Compliments

Highways received 47 compliments this Quarter. The compliments were:

- 46 compliments regarding maintenance work that has been carried out
- 1 compliment for the Lincolnshire Road Safety Partnership for a visit they hosted

#### Transport Compliments

Transport received 1 compliment this Quarter and was regarding arranging transport quickly for a child in foster care.

#### Ombudsman Complaints

In Quarter 2 of 2015/16, 12 LCC complaints were registered with the ombudsman. 1 of these complaints was recorded against Highways and was in relation to speed limit and condition of highway. This was recorded as outside jurisdiction (to peruse court action) and unlikely to find fault with decision.

**This page is intentionally left blank**

**Open Report on behalf of Richard Wills, Executive Director for Environment and Economy**

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>14 December 2015</b>
Subject:	<b>Civil Parking Enforcement - Mid Year Report 2015/16</b>

**Summary:**

This report contains a mid-year update for statistical information and developments related to Civil Parking Enforcement from 1 April 2015 to 30 September 2015.

**Actions Required:**

The Committee is asked to note and make comment on the report.

**1. Background**

Whilst the annual parking report will cover the period from 1 April 2015 to 31 March 2016 it is useful to be able to update the current year activities and developments to allow a more informed debate for parking matters. The report will also contain statistical information relating to penalty charges and appeals.

**APCOA Parking UK – Enforcement Team**

APCOA currently employ 28 enforcement officers, 4 supervisors, 1 manager and 2 office staff in Lincolnshire.

**Management Action**

Close co-operation between the Council's Parking Services Team and APCOA management occurs on a regular basis in order to maximise the resources available and provide the best possible service to residents and visitors to the County.

By utilising more efficient travel plans, detailed patrol routes coupled with a systemic review of manpower resources and patrol requirements, the Council has been able to deliver more patrol hours and increased visits to all areas of the County without incurring extra costs.

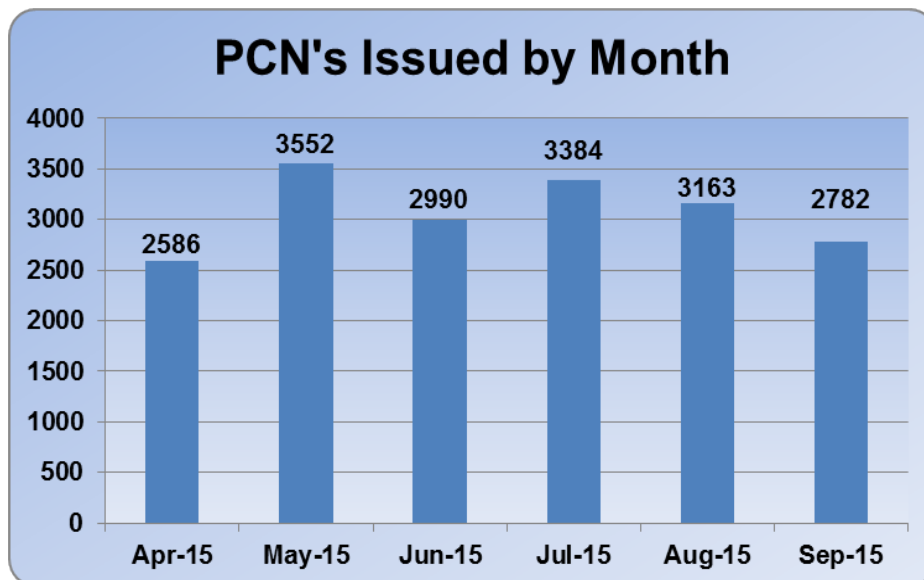
## Financial Situation

One of the tasks of Parking Services is to ensure the service provided by the contractors is as efficient as possible. By working with the contractors to improve efficiencies, and thus reduce costs, the service is expecting a surplus in excess of £100,000 for financial year 2015/2016.

This projection is based on past performance figures and enforcement experience to date, however, ultimately it is only a broad indicative figure which will be subject to change.

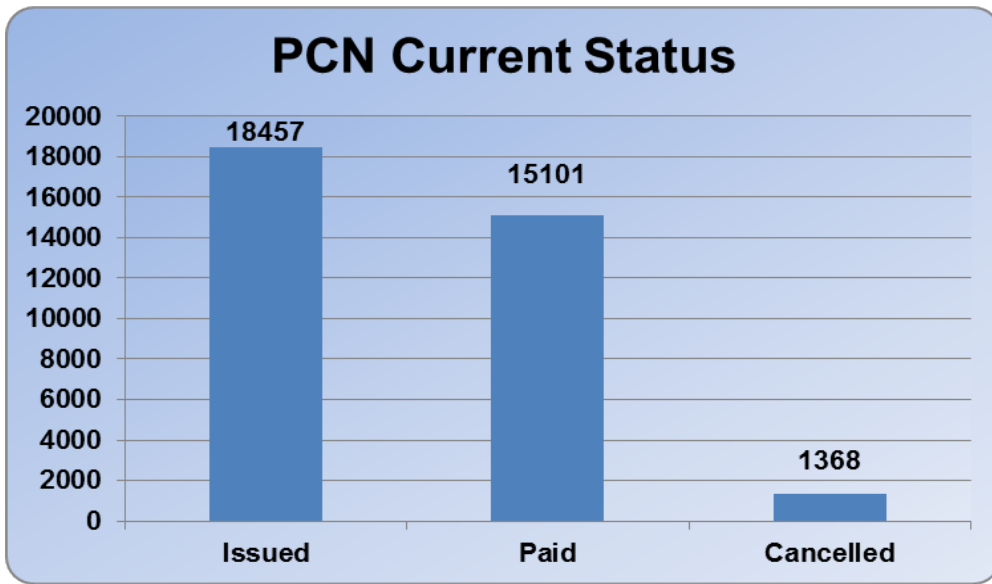
In line with the Traffic Management Act 2004, any surplus arising from on-street parking and enforcement is ring-fenced and can only be spent on specific highway related activity.

## Penalty Charge Notices Issued on Street



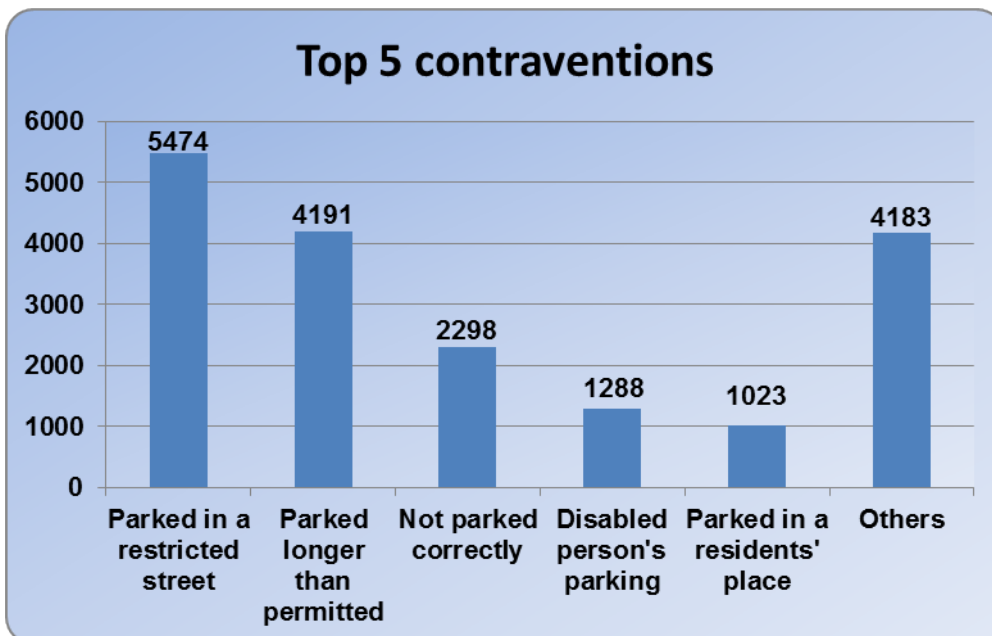
A total of 18,457 PCN's have been issued from the 1 April 2015 to 30 September 2015 for on-street contraventions in Lincolnshire. Variations between months are due to a combination of staff levels or seasonal effects caused by tourism.

## Appeals and Outcomes



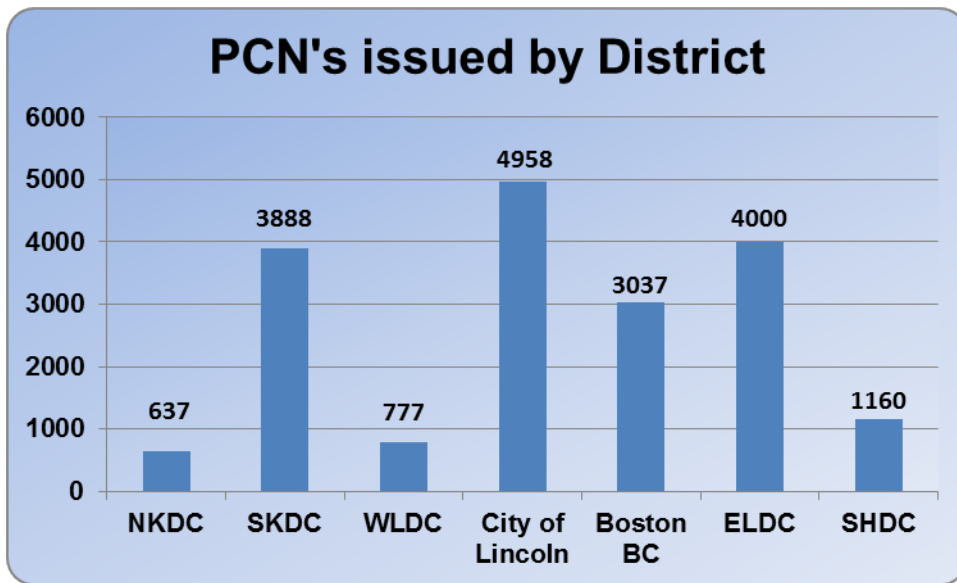
Cancellation rates remain relatively stable since the introduction of Civil Parking Enforcement in December 2012. Recent changes to legislation has resulted in a wider level of discretion being shown for those in the process of loading, especially around observation times for allowing such an activity to occur.

## Contraventions



Parking on single and double yellow lines continues to be the most common reason for issuing a penalty charge.

## Penalty Charge Notices Issued on Street by District Area



Lincoln accounts for a shade over quarter of all penalty charges issued.

### Central Processing Unit

The ongoing partnership between the Nottinghamshire County Council's Central Processing Unit, Lincolnshire County Council's Parking Services and APCOA continues to provide an efficient service with controlled costs, delivering true value for money. Ongoing operational meetings continue to improve service delivery.

## 2. Conclusion

### 3. Consultation

#### a) Policy Proofing Actions Required

n/a

### 4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Location Visits - April to September 2015

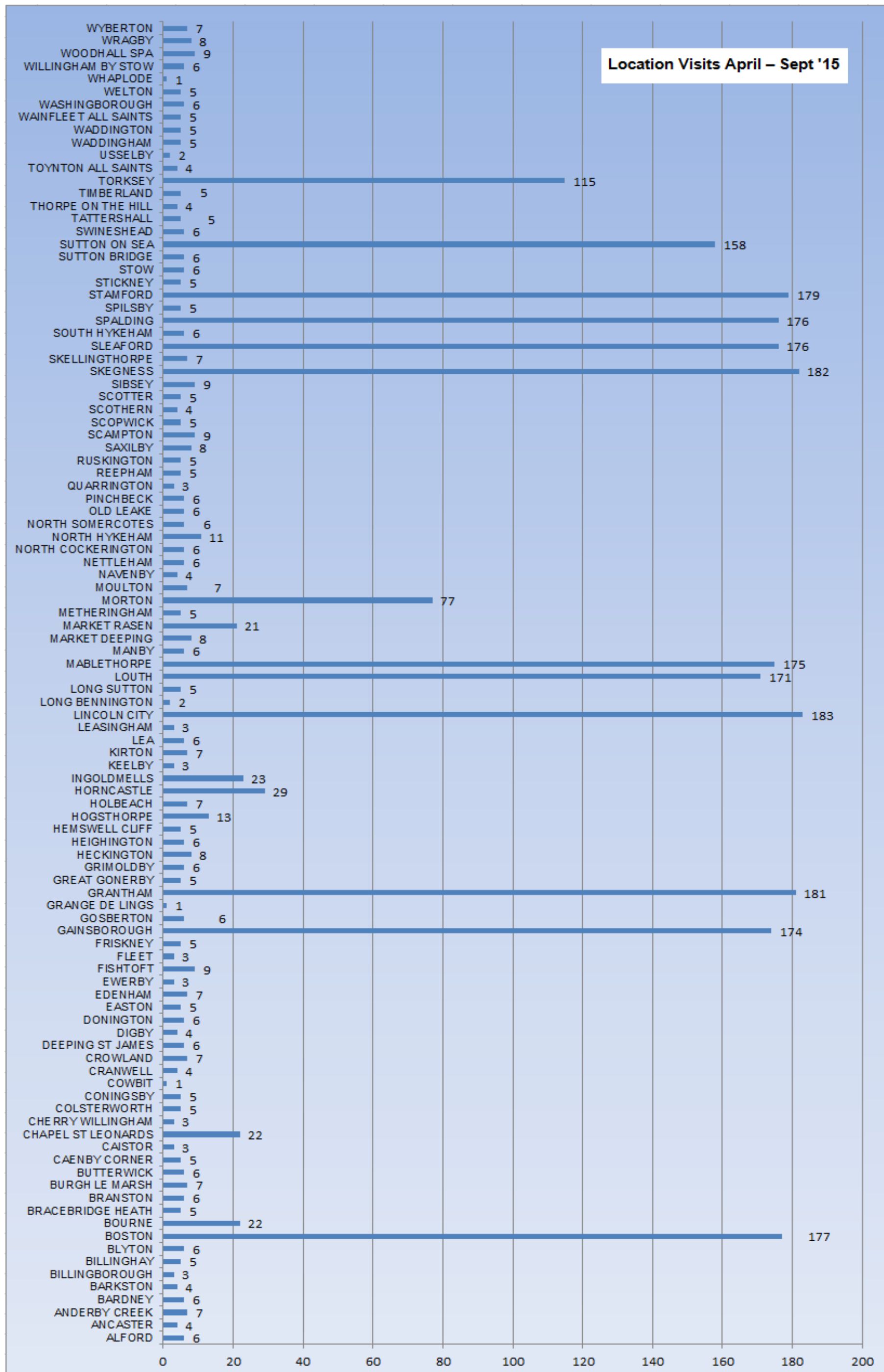
### 5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Matt Jones, Parking Services Manager, who can be contacted on 01522 552110 or [matt.jones@lincolnshire.gov.uk](mailto:matt.jones@lincolnshire.gov.uk).

**This page is intentionally left blank**





**This page is intentionally left blank**

**Open Report on behalf of Richard Wills, Executive Director for Economy and Environment**

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>14 December 2015</b>
Subject:	<b>Permit Scheme</b>

**Summary:**

This report sets out the detail for the proposed introduction of a Permit Scheme for Lincolnshire. The Permit Scheme will improve the Council's ability to manage all works on the highway network, to minimise inconvenience and prevent disruption to road users.

**Actions Required:**

The Committee is asked to note and make comment on the report.

## **1. Background**

The Authority is considering the introduction of a Permit Scheme to replace its existing Notice Scheme to control third party activity on the highway. The Permit Scheme will allow the Authority to proactively manage this activity to minimise its impact on the highway network and its users.

The Department for Transport (DfT) have just issued standard, national guidance on the introduction of a Permit Scheme. This has simplified the consultation and other elements required to introduce a scheme and it is now believed to be an appropriate time to consider the introduction of a scheme in Lincolnshire.

Working with our professional services partner, Mouchel, we have undertaken a preliminary review of the introduction of a Permit Scheme and have visited existing schemes to develop an understanding of the issues which may materialise.

Permit schemes provide highway authorities with the means to better manage activities on their road network, to minimise inconvenience and prevent disruption to road users. Permit schemes require that anyone carrying out works in the highway needs to apply for permission, in advance of the works.

A Permit Scheme has the potential to improve management of all works on local highway networks including our own works and significantly reduce unnecessary disruption to road and highway users. Where schemes are implemented, the

Authority grants permits to undertake works on the highway which enables improved co-ordination of works and reduced disruption on the network. This provides greater control over works in their areas, for example, working outside peak hours when appropriate.

There are a number of different types of Permit Schemes:

- **Single Authority Schemes** - cover some, or all, of the highway network managed by an individual local highway authority
- **Common Schemes** – a group of local highway authorities, covering a particular area or sub-region, agree to implement functionally identical permit schemes, which are then managed separately by the individual local highway authorities
- **Joint Schemes** – a group of local highway authorities agree to implement a single scheme, managed and run centrally on behalf of them all

We are exploring the opportunity to develop a common or joint scheme with neighbouring authorities.

There are then two recognised approaches to implementing one of the Permit Scheme models identified:

- Permits required for all roads, including minor roads, each application scrutinised individually with fee discounts waivers applied clearly set out in the scheme; or
- Permits required only for strategically significant streets (usually reinstatement categories 0, 1, 2 and traffic sensitive street) using the NRSWA noticing regime on all other roads

We currently expect to implement a scheme for the whole network.

The successful introduction of a scheme will require around twelve additional staff to those currently deployed on our street works operation. The additional cost of this resource will be offset by the income received from permit fees. A robust cost benefit analysis will be undertaken as part of the implementation process to ensure that the Authority is not exposed to any cost risk.

A comprehensive consultation process will be undertaken as part of the project commencing in January and lasting for three months. Main consultees will include organisations which have used the existing service over the last two years such as utility companies.

The implementation date for the scheme is currently planned for October 2016.

## **2. Conclusion**

The Committee's comments are sought on the proposals prior to the implementation of the scheme in October 2016.

## **2. Consultation**

n/a

### **a) Policy Proofing Actions Required**

n/a

## **3. Appendices**

None
------

## **5. Background Papers**

There are no background papers associated with this report.

This report was written by Paul Rusted, Infrastructure Commissioner, who can be contacted on 01522 553071 or [paul.rusted@lincolnshire.gov.uk](mailto:paul.rusted@lincolnshire.gov.uk).

**This page is intentionally left blank**

### Open Report on behalf of Richard Wills, Executive Director for Environment and Economy

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>14 December 2015</b>
Subject:	<b>Highways Asset Management Policy</b>

#### Summary:

In March 2015 a "Peer Review" of the Lincolnshire Highways Service was undertaken as part of the Highways Maintenance Efficiency Programme (HMEP). One of the recommendations from this review was to produce a policy for Highways Asset Management prior to the development of our next Highways Asset Management Strategy.

This report outlines the proposed policy for members to consider. Subject to the agreement of the Committee, the policy will be submitted to the Executive Councillor for Highways, Transport and IT for his consideration and approval. Any comments made by the Scrutiny Committee will be presented to the Executive Councillor for his consideration when taking the decision.

#### Actions Required:

- (1) Members of the Highways and Transport Scrutiny Committee are invited to consider and comment on the report.
- (2) To agree that the policy be submitted to the Executive Councillor for Highways, Transport and IT for his approval.

## 1. Background

- 1.1 Lincolnshire County Council is responsible for managing 8,741km of highway network and associated assets with a Gross Replacement Cost of approximately £10bn. This is the Council's largest asset in value terms.

In recent years the Government has encouraged Highways Authorities to develop an "Asset Management" approach to managing and maintaining their highways networks. This resulted from national concerns that budget constraints and the increasing costs of highways maintenance works had resulted in a focus on short term repairs to address legal responsibilities rather than long term planning and maintenance. This had led to a

progressive deterioration in the national network and will ultimately increase the eventual cost of repairs.

- 1.2 Asset Management is defined as “a structured, long term approach to planning, optimal maintenance and eventual renewal of our infrastructure.”

Lincolnshire County Council has embraced this approach and our Highways Assets are managed in accordance with our Highways Asset Management Strategy and Plan which was originally introduced in 2006, refreshed in 2012 and is currently being reviewed.

- 1.3 In December 2014 the Government announced the capital maintenance settlement for local highways authorities for the period from 2015-2021. This settlement provides some stability in the funding for local highway authorities and assists in the implementation of an Asset Management approach to maintenance works.

As part of this settlement the Government also introduced an "incentive" element to the funding whereby authorities are assessed as being in one of three bands which will determine the level of funding they will receive.

Below is a table which shows the potential impact of the incentive funding on the County Council.

	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
Total Funding Available	£31.0m	£31.0m	£31.0m	£31.0m	£31.0m	£31.0m
Basic Grant	£31.0m	£28.4m	£27.6m	£25.0m	£25.0m	£25.0m
Incentive Funding Level 1	£31.0m	£30.7m	£29.6m	£26.8m	£25.6m	£25.0m
Incentive Funding Level 2	£31.0m	£31.0m	£30.6m	£29.2m	£28.0m	£26.8m
Incentive Funding Level 3	£31.0m	£31.0m	£31.0m	£31.0m	£31.0m	£31.0m

- 1.4 The banding level achieved by authorities is dependent on a self-assessment questionnaire and supporting evidence which is heavily focused on the implementation of an asset management approach to highways maintenance and the adoption of the national guidance produced by the HMEP (Highways Maintenance Efficiency Programme).



- 1.5 Lincolnshire County Council is in a good position to obtain the maximum level of award from the incentive fund. Our initial assessment is that we are a strong Band 2 authority with good prospects of achieving Band 3 within the next 12 to 18 months.
- 1.6 In March 2015 a "Peer Review" of the Highways Service was undertaken. Feedback from the Peer Review and HMEP guidance advises that a separate Highways Asset Policy, Strategy and Plan should be produced which supports the County Council's long term vision and commissioning outcomes.
- 1.7 A draft Highways Asset Management Policy document has been produced and is appended for member consideration and comment. Following approval of the new policy a new Asset Management Strategy will be developed for the period 2016-2021 to align with the funding from the capitalised maintenance grant. This strategy document will be brought to a future Highways and Transport Scrutiny Committee.

**2. Conclusion**

- 2.1 The Highways Service is in a good position to meet the guidance of the HMEP and achieve the highest "Band 3" level of capital maintenance grant funding. This Asset Management Policy is part of a programme of work to ensure that the current level of funding for Highways is maintained and the network is maintained in accordance with the principles of good asset management practice.

**3. Consultation**

**a) Policy Proofing Actions Required**

n/a

**4. Appendices**

These are listed below and attached at the back of the report	
Appendix A	Highways Asset Management Policy

**5. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Mike Coates, who can be contacted on 01522 555231 or [mike.coates@lincolnshire.gov.uk](mailto:mike.coates@lincolnshire.gov.uk) .

## **Lincolnshire County Council**

### **Highway Asset Management Policy**

Lincolnshire County Council has established a long term vision and purpose for the county, as set out below, which reflects the changing world in which we operate.

#### **Our Vision**

Lincolnshire County Council – working for a better future

- Building on our Strengths
- Protecting your lifestyle
- Ambitious for the future

#### **Our Purpose**

- Investing in infrastructure and the provision of services
- Commissioning for outcomes based on our communities needs
- Promoting community wellbeing and resilience
- Influencing, coordinating and supporting other organisations that contribute to the life of Lincolnshire
- Making best use of all our resources

The above set the context for Lincolnshire County Council's Highway Asset Management Policy.

Lincolnshire County Council recognises that the highways network and associated infrastructure plays a vital role in enabling the county to prosper and achieve its objectives. Our highways network is one of the largest in the country and comprises over 8,700km of carriageway, 4,000km of footways, 70,000 street lights, 600 signals installations and 3,000 structures. The highways asset also includes associated drainage, street furniture and road markings and has a gross replacement cost of approximately £10bn.

In order to ensure that the highways network is maintained to an appropriate standard the county council has developed this Highways Asset Management Policy and the associated strategy which are linked to the authority's purpose and relevant commissioning outcomes (below).

#### **Sustaining and growing business and the economy**

*This commissioning strategy covers how the council will help businesses to be the drivers of economic growth through supporting a climate in which they are able to invest, enhance their business performance, and offer attractive jobs to a skilled workforce.*

The highways network plays a vital role in the success of the Lincolnshire economy through access for goods, services, employment, education and leisure. Our asset management strategy will ensure that we maximise the benefits of our continuing investment in this vital asset.

### **Protecting and sustaining the environment**

*This commissioning strategy covers how the council will protect, enhance and balance our environmental needs.*

Our asset management strategy sets out how we will make best use of our resources and through effective treatments at the right time or the use of appropriate technology we will minimise the environmental impact of our maintenance operations.

### **Sustaining and developing prosperity through infrastructure**

*This commissioning strategy facilitates growth and prosperity through encouraging investment and enhancing the economic potential of the county.*

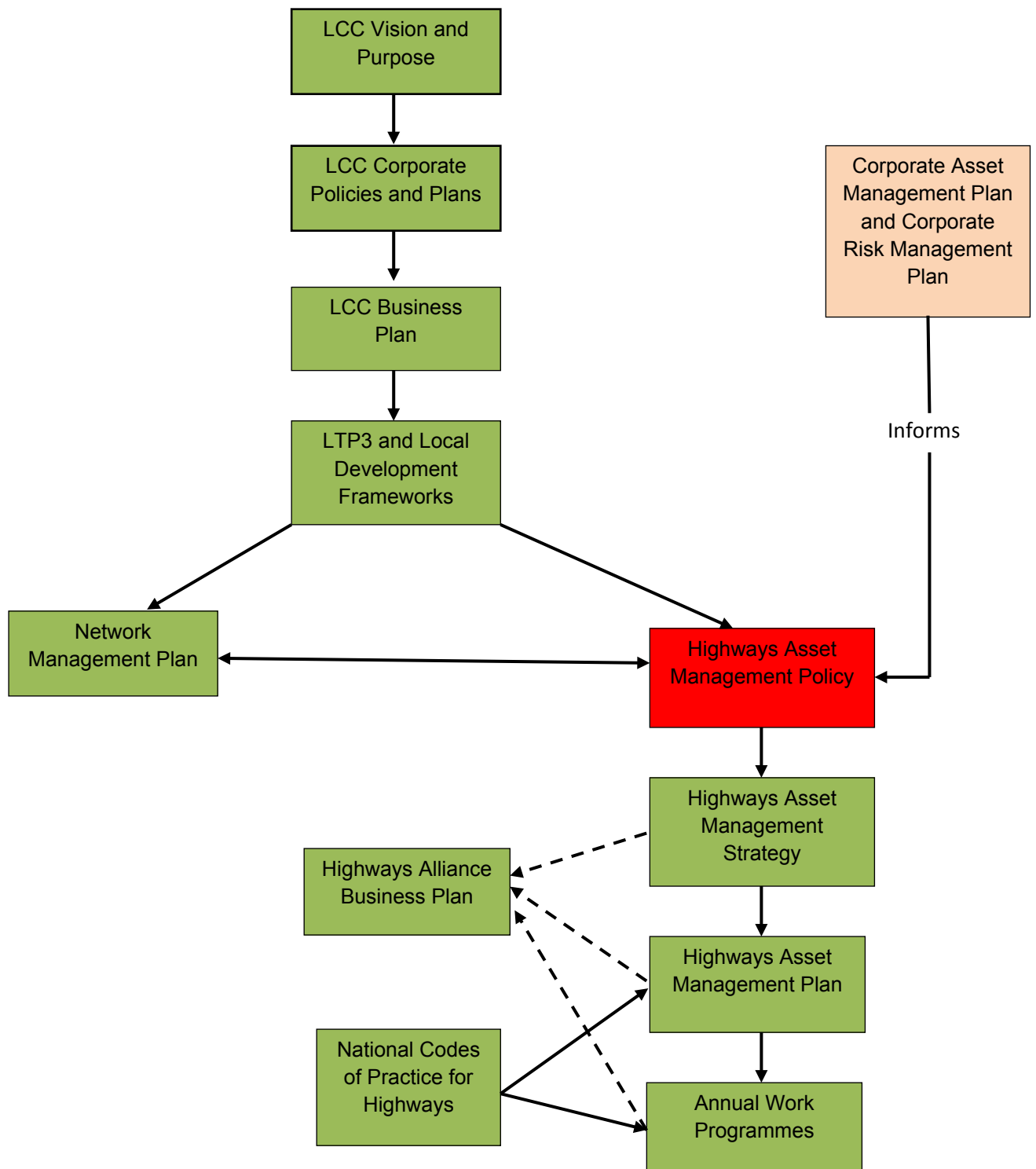
There are a number of key industries in Lincolnshire where future investment and growth are critically dependent on access to an effective highways network. Our asset management strategy will help support the Greater Lincolnshire Local Enterprise Partnership (LEP) and other partners to maximise investment opportunities for the county.

### **Protecting the public**

*This commissioning strategy covers all the works required in order to protect the communities in Lincolnshire*

A well maintained highways asset is an important element in the delivery of a safe network which manages road traffic collisions to the minimum and allows vulnerable people to access support and services within their own communities. An effective asset management strategy will also support the delivery of road safety initiatives and help to minimise road traffic collisions.

The following diagram illustrates how our asset management policy, strategy and plan relate to other council plans and national guidance.



## **Policy Statement**

Lincolnshire County Council believes that effective asset management is fundamental to the delivery of its highways service and the realisation of its long term vision and purpose.

Asset management principles enable informed decisions to be made about investment and maintenance funding; assist in the targeting of resources and the management of risks associated with our statutory duty to manage and maintain public infrastructure.

Lincolnshire County Council will ensure that the principles of highways asset management are embedded in the delivery of our highways services and the maintenance and improvement of network.

In delivering our highways asset management strategy and plan we will

- Adhere to the relevant statutory requirements for the service
- Mitigate risks of all sorts to service users and the county council
- Implement a risk based approach to reactive and planned maintenance activities in accordance with national guidelines and codes of practice.
- Take account of the environmental impact and sustainability of our plans and operations
- Communicate with our customers and service users and take account of their needs
- Maximise the return on our investment and take a long term approach based upon the whole life cost of maintaining our assets
- Prioritise works using data from engineering surveys and inspections
- Ensure that a preventative maintenance approach is adopted
- Identify areas of the network which are vulnerable to adverse weather events and take steps to mitigate this where practicable.
- Identify the pressures that new infrastructure projects and development place on our maintenance budgets
- Seek to remove redundant assets from the network

## Policy and Scrutiny

### Open Report on behalf of Richard Wills, Director responsible for Democratic Services

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>14 December 2015</b>
Subject:	<b>Highways and Transport Scrutiny Committee Work Programme</b>

#### Summary:

This item enables the Committee to consider and comment on the content of its work programme for the coming year.

#### Actions Required:

To consider and comment on the work programme as set out in Appendix A to this report.

## 1. Background

The Committee's work programme for the coming year is attached at Appendix A to this report. The Committee is invited to consider and comment on the content of the work programme.

### Work Programme Definitions

Set out below are the definitions used to describe the types of scrutiny, relating to the items on the Work Programme:

Budget Scrutiny - The Committee is scrutinising the previous year's budget, or the current year's budget or proposals for the future year's budget.

Pre-Decision Scrutiny - The Committee is scrutinising a proposal, prior to a decision on the proposal by the Executive, the Executive Councillor or a senior officer.

Performance Scrutiny - The Committee is scrutinising periodic performance, issue specific performance or external inspection reports.

Policy Development - The Committee is involved in the development of policy, usually at an early stage, where a range of options are being considered.

Consultation - The Committee is responding to (or making arrangements to) respond to a consultation, either formally or informally. This includes pre-consultation engagement.

Status Report - The Committee is considering a topic for the first time where a specific issue has been raised or members wish to gain a greater understanding.

Update Report - The Committee is scrutinising an item following earlier consideration.

Scrutiny Review Activity - This includes discussion on possible scrutiny review items; finalising the scoping for the review; monitoring or interim reports; approval of the final report; and the response to the report.

**2. Conclusion**

To consider and comment on the Work Programme.

**3. Consultation**

**a) Policy Proofing Actions Required**

This report does not require policy proofing.

**4. Appendices**

These are listed below and attached at the back of the report	
Appendix A	Highways and Transport Scrutiny Committee Work Programme

**5. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by David Hair, who can be contacted on 01522 552080 or davidr.hair@lincolnshire.gov.uk



**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE**

Chairman: Councillor Michael Brookes  
 Vice Chairman: Councillor Andrew Hagues

<b>14 December 2015</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report (Verbal)
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report (Verbal)
Scrutiny of Performance	Steve Willis, Chief Operating Officer, Development Services	Performance Scrutiny
Civil Parking Enforcement Mid-Year Report 2015/16	Matt Jones, Parking Services Manager	Update Report
Permit Schemes	Paul Rusted	Status Report
Roundabout Advertising	Paul Little	Status Report
Highways Asset Management Policy	Mike Coates, Highways Assessment & Lincs Laboratory Manager	Pre-decision Scrutiny

<b>18 January 2016</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Lincolnshire Highways Alliance	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Budget Proposals 2016/17	Dave Simpson, Assistant Head of Finance	Budget Scrutiny
Grantham Transport Strategy	Satish Shah, Network Manager South	Status Report
Enhancing our Users' Experience	Satish Shah	Status Report

<b>7 March 2016</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report

<b>7 March 2016</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report

### **To be scheduled**

- Pedestrian Crossings
- Traffic Regulation Order Policy
- Charging and Income Generation on the Highway
- Recruitment of School Crossing Patrol Staff
- Speed Limit Policy and Traffic Policy for Schools Update (September 2016)
- Future Service Delivery
- Total Transport update (18 April meeting)

**For more information about the work of the Highways and Transport Scrutiny Committee please contact David Hair, Member Services Manager, on 01522 552080 or by e-mail at [davidr.hair@lincolnshire.gov.uk](mailto:davidr.hair@lincolnshire.gov.uk)**