



County Offices
Newland
Lincoln
LN1 1YL

5 December 2014

Highways and Transport Scrutiny Committee

A meeting of the Highways and Transport Scrutiny Committee will be held on **Monday, 15 December 2014 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 'Tony 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 J Hunter-Clarke, J R Marriott, R A H McAuley, N M Murray, Mrs A M Newton and A H Turner MBE JP

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE AGENDA
MONDAY, 15 DECEMBER 2014**

Item	Title	Pages
1	Apologies for Absence	
2	Declarations of Councillors Interests	
3	Minutes of the meeting held on 27 October 2014	5 - 12
4	Announcements by the Executive Councillor for Highways, Transport and IT and the Chief Operating Officer	Verbal Report
5	Winter Maintenance Update	Verbal Report
6	Major Schemes Update	Verbal Report
7	Greater Lincoln Area Major Infrastructure Projects Communications Strategy <i>(To receive a report which informs the Committee of the planned communication strategy associated with the delivery of major infrastructure projects in Greater Lincoln)</i>	13 - 30
8	Quarter 2 Performance - 1 July to 30 September 2014 <i>(To receive a report which provides key performance information that is relevant to the work of the Highways and Transport Scrutiny Committee)</i>	31 - 40
9	Speed Management - Borderline Cases Provision <i>(To receive a report which presents the results of the investigations relating to the borderline Cases provision contained within the current Speed Limit Policy in relation to mean speed and whether further relaxation is appropriate)</i>	41 - 52
10	Highways and Transport Scrutiny Committee Work Programme <i>(To receive a report which enables the Committee to consider and comment on the content of its work programme for the coming year)</i>	53 - 56

Democratic Services Officer Contact Details

Name: **Rachel Wilson**

Direct Dial **01522 552107**

E Mail Address rachel.wilson@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



**HIGHWAYS AND TRANSPORT
SCRUTINY COMMITTEE
27 OCTOBER 2014**

PRESENT: COUNCILLOR M BROOKES (CHAIRMAN)

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

Councillors: S F Kinch (Executive Support Councillor for Highways, Transport and IT, R A Renshaw and R G Fairman attended the meeting as observers

Officers in attendance:-

David Davies (Principal Maintenance Engineer), Andy Gutherson (County Commissioner for Economy and Place), Paul Rusted (Infrastructure Commissioner), Louise Tyers (Scrutiny Officer), Steve Willis (Chief Operating Officer), Richard Wills (Executive Director for Environment and Economy) and Rachel Wilson (Democratic Services Officer)

27 APOLOGIES FOR ABSENCE/REPLACEMENT MEMBERS

Apologies for absence were received from Councillor R G Davies, Executive Councillor for Highways, Transport and IT.

28 DECLARATION OF COUNCILLORS' INTERESTS

There were no declarations of interest at this point in the meeting.

29 MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2014

RESOLVED

That the minutes of the meeting held on 15 September 2014 be agreed and signed by the Chairman as a correct record, subject to it being clarified that a report on Network Rail's protocols for temporary closure of level crossings be brought to a future meeting.

30 NEW ARRANGEMENTS FOR COMMISSIONING AND DELIVERY

The Committee received a presentation from Richard Wills, Executive Director for Environment and Economy in relation to the new arrangements for Commissioning and deliver which provided further information in relation to the following areas:

- Senior Management Review – Drivers;
- Commissioning Council Principles;

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE
27 OCTOBER 2014**

- Commissioning philosophy;
- Formal interface;
- Informal interface;
- Design principle;
- Richard Wills – Role;
- Not a "directorate" – 4 operating groups;
- Executive Director for Environment and Economy – Organisation of Senior Managers;
- Organisation of Senior Managers for Highways and IT;
- 3 Commissioning Strategies;
- Sustaining and developing prosperity through infrastructure (Various priorities);
- Sustaining and developing prosperity through infrastructure;
- Commissioning;
- Delivery – Highways;
- Committee's Role;
- Key contacts for Highways;
- Conclusions;
-and reality;

Members of the Committee were provided with the opportunity to ask questions to the officers present in relation to the information contained within the report, and some of the points raised during discussion included the following:

- When referring to commissioning, it was important to note that this did not automatically mean outsourcing services. The authority was very much pro 'in house' services, but it was important to act in a way that provided the best value. One of the most effective delivery methods in Lincolnshire for Highways services has been through external contractors. A lot of work on benchmarking had been carried out to ensure that this remained true. It was also noted that other authorities, such as Leicestershire had been looking at the model used by Lincolnshire;
- The budget for footpaths and roads was currently up for discussion, and the Executive Councillor was working very hard to retain the budget, and was even asking for additional money for the capital budget and the maintenance budget;
- There was a need to try and maximise the amount of capital spending against match funding;
- 70% of Highways Officers' time was spent dealing with the operation of the roads as a network, and only 30% of the time maintaining it as an asset;
- One issue in terms of the reduction in staff numbers was resilience, and there would be a need for senior management to make a decision on whether to employ fewer specialists and more generalists;
- In the event of someone with specialist knowledge being off sick, there was the potential that there could not be cover in the short term, and any issues would need to be dealt with from existing resources;
- All contracts were set up so work was done correctly the first time, in the event that a material failed, but not substantially, then a reduction in costs would be

- agreed. If there was a major fail, then the contractors were required to correct it at their own expense. All sub-contractors were approved by the authority after checking their technical ability and financial stability;
- There were concerns regarding what the structure below the senior managers would look like. Members were advised that the Chief Operating Officer had met with the highways managers to discuss the changes to the divisions. It was reported that a degree of consistency would be established;
 - It was queried whether officer time spent dealing with issues on behalf of the utility companies was recharged, or if not, would this be an option for the future?
 - The Executive Councillor wanted there to be more focus on the road user as well as the maintenance of the roads as an asset, and for the roads to be thought of as a 'passenger transport system' rather than just an asset to be maintained;
 - It was queried whether the commissioning structure would be successful in the long term, and the Executive Director advised that it was important to choose the right structure for the right time. The commissioning model would be fit for purpose for what the council was trying to achieve, and it would help to break down the silo's;

RESOLVED

That the presentation be noted.

**31 ANNOUNCEMENTS BY THE EXECUTIVE COUNCILLOR FOR
HIGHWAYS, TRANSPORT & IT**

The Executive Support Councillor for Highways, Transport and IT advised that he had no announcements to make at this time.

The Infrastructure Commissioner provided the Committee with updates on major highways schemes as follows:

Lincoln East – West Link - the contract had now been let, and pre-start meetings had been held and work was due to start on site on 3 November 2014.

Canwick Hill – the first tender was received on 24 October 2014, and it was hoped that a successful tender would be found from this process.

Lincoln Eastern Bypass – planning permission for a different Non-Motorised User (NMU) bridge had been received and the CPO and side roads orders had been republished. A six week consultation had now started. It had been suggested that previous objections and work carried out in relation to them on the previous public inquiry would be taken into account and considered dealt with. Concerns were expressed regarding the risk that, following the delays with this project, after the General Election in May 2015, the £50m promised from central government may not be available. It was also reported that there could be a planning application submitted for 400-500 houses on the land between the bypass and Cherry Willingham. It was suggested that it could be helpful for members if the County

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE
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Commissioner for Economy and Place circulated a briefing note which explained some of the constraints and types of risk.

It was confirmed that the footbridge over the level crossing at the High Street in Lincoln would still be going ahead.

32 LINCOLNSHIRE HIGHWAYS ALLIANCE UPDATE REPORT - OCTOBER 2014

Consideration was given to a report which provided an update on progress with the Lincolnshire Highways Alliance, an alliance between the County Council, Imtech, Mouchel and Kier. This Alliance delivered the majority of highway services through the Traffic Signals Term Contract, the professional Services Contract and the Highway Works Term Contract.

It was reported that the Lincolnshire Highway Alliance was now in the fifth year of a potential contractual duration of 10 years. Independent comparison of services confirmed that the Alliance continued to deliver class leading, cost effective, high quality highway services with improvement areas identified and work underway to deliver that further efficiency and improvement.

The Infrastructure Commissioner guided the Committee through the report and Members were provided with the opportunity to ask questions to the officers present in relation to the information contained within the report, and during consideration of the report, the following points were raised:

- It was evident in Boston, that the amount of positive publicity had deteriorated over the quarter;
- In terms of the professional services contract, it had reached a stage where it would be difficult to raise the performance significantly;
- It was queried whether the authority did any 'spot tendering' to check whether the contracts were providing value for money when compared with the current market. Members were advised that there were a number of framework contracts in place, but spot tendering would not be carried out for small works;
- The authority carried out a range of benchmarking activities against other midlands authorities, and so there was confidence that the Alliance was still providing value for money;
- Concerns had been raised previously regarding the quality of the weed control works, but it was thought that this year it had been slightly better;
- It was confirmed that local councils were able to take on some activities such as weed control;
- Complaints were being received regarding the surface dressing treatments which were being used, and it was queried whether it was the right specification as in some areas had increased the noise of the road. Members were advised that the material being used was of the correct technical specification and that there was currently no noise limit requirement. Noise level testing was being undertaken to define the current position and to consider a way forward.

RESOLVED

That comments made in relation to the report be noted.

33 SPALDING TRANSPORT STRATEGY

Consideration was given to a report which invited the Committee to consider the Spalding Transport Strategy 2014 – 2026 which was due to be considered by the Executive Councillor for Highways, Transport and IT.

The Committee was guided through the report, and the process, consultation, content, delivery and monitoring arrangements were explained. Members were provided with the opportunity to ask questions to the officers present and some of the points raised during discussion included the following:

- It was commented that this was the right time to be launching this Strategy and it would be beneficial to tie it in with the South east Lincolnshire Local Plan;
- It was queried whether this would be a suitable time to consider reviewing the Boston Transport Plan;
- Councillor Mrs Newton advised that she had attended the Spalding Town Forum meeting which had been held the previous week, and some of the main issues which had arisen was the wish to retain the Into Town bus service as part of the Strategy as it was well used, and would be important to fulfil the need to get more vehicles off the roads. Ideally residents would like to see another vehicle added to the service to increase frequency of journeys and encourage more people to use it. It was also thought that there was a need for Network Rail to reinstate the footbridge at Winsover Road as a priority to improve connectivity in the town and to encourage more people to walk or cycle;
- There was support for the suggestion of removing some of the town centre signal installations in order to improve traffic flow in the town;
- In relation to the additional vehicle for the Into Town bus service, it was noted that where new housing development was planned, this could create opportunities for more frequent bus services. However, it was noted that often it was more effective to have the services in place before people moved into the houses, as this encourages them to form new transport habits more easily;
- It was suggested that the wording regarding the potential for developer contribution to local bus services should be strengthened;
- As the Boston Relief Road and Grantham Relief Road were being paid for through CIL, would it be possible for development to the south east quadrant of greater Lincoln to be funded in the same way?
- The issues being faced by Spalding were similar to those in Sleaford;
- In order to have a sustainable transport system there would be a need for some degree of traffic restraint within the town centre;
- The aim of the Transport Strategy was to create a balance between providing safe facilities for pedestrians and cyclists and improving traffic flow;
- The biggest barrier to traffic flow on the A151 was the impact of the level crossings;

- There was a need to be explicit regarding what the impacts on the different types of road users would be;
- Councillor R G Fairman, the County Councillor for Spalding East and Moulton was permitted to speak by the Chairman, as a local councillor. He raised concerns regarding the amount of planned development and the impact it could have on the County's farming economy;
- It was noted that one of the key aspects of a local plan was to facilitate the delivery of growth. An underlying requirement of this was the provision of housing units;
- With plans for 3000 houses to be built to the west of the level crossing, there was a need for plans to be in place to ensure that people could continue to cross the railway line. There was also a need for provision for pedestrians and cyclists to be safely away from motorists;
- Members supported and endorsed the Strategy, and commented that the Strategy was sensible and was not just focused on car users, but it also focused on people getting to work, whether on foot, by cycling or using the buses and trains;
- There was a need for clarity in these documents, in terms of the language used. Members were advised that this was an issue that the Executive Councillor raised on a regular basis;
- It was commented that the reaction to this Strategy had been favourable, and residents felt there had been a lot of consultation. Over 100 people attended one of the public consultation sessions, and residents felt they had had an opportunity to contribute to the Strategy.

RESOLVED

1. That the Committee supports the recommendation that Executive Councillor endorses the Spalding Transport Strategy 2014-2036;
2. That the following additional comments be passed to the Executive Councillor:-
 - The important of retaining and possibly increasing the frequency of the Into Town bus service;
 - The need for a footbridge to be re-instated over the level crossing at Winsover Road as a priority.

34 HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE WORK PROGRAMME

The Committee received a report which enabled it to consider and comment on the content of its work programme for the coming year.

The Scrutiny Officer reported that the only change was the addition of the item in relation to the temporary closure of level crossings by Network Rail.

It was also suggested that a standing item be added to the agenda to provide the Committee with an update on progress of the major highways schemes. It was agreed that this would be a verbal update.

RESOLVED

1. That the work programme be noted;
2. That a verbal update on the major highways schemes be added to future agendas.

The meeting closed at 12.45 pm

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

Report to:	Highways and Transport Scrutiny Committee
Date:	15 December 2014
Subject:	Greater Lincoln Area Major Infrastructure Projects Communications Strategy

Summary:

This report is to inform the Committee of the planned Communication Strategy associated with the delivery of major infrastructure projects in Greater Lincoln.

Actions Required:

That the Committee consider and comment on the planned Communication Strategy.

1. Background

1.1 Schemes

LCC currently have three significant highway schemes in the Lincoln area planned for construction, the East West Link, Canwick Road Improvements and the Eastern Bypass. The first of these will commence in the early autumn of 2014 and will continue through 2015 – 2016 and beyond. In addition to this, Network Rail plan to erect two new footbridges in the city centre and there are plans for a new "transport hub" to be built adjacent to Lincoln Central Station, all of which will, to varying degrees, impact on the road network.

1.2 Other Works

It is estimated that while the above schemes are in construction there will also be a further 30 highways maintenance schemes, 11 large housing developments, numerous planned and unplanned utility works, 33 major events and some 140 smaller events. These too will have varying degrees of impact on the network in and around Lincoln. Some will require traffic management in their own right, some will attract high numbers of visitors and some, the Lincolnshire Show for example, have both.

1.3 Events

In addition to the usual events programme held every year in Lincoln, the summer of 2015 will see additional significant events and celebrations taking place. These include Lincoln Castle Revealed, the 800th anniversary of Magna Carta, the opening of the Bomber Command Memorial and the National Cycle Time Trials to name a few. It is vital that we have early and constructive dialogue with as many of the event organisers as possible so that we can determine how these events will be affected by the infrastructure works and vice versa. Most, if not all of the event organisers are known to us and direct contact will be made via the Special Projects Manager. Close liaison with the Lincolnshire Events Safety Advisory Group (LESAG), and the emergency services will also be an essential requirement in this process

1.4 Communications Plan

It is therefore essential that a coordinated Communication Plan is put into effect to ensure the wider community is kept informed of what is happening and how this will impact upon them whilst significant investment in Lincoln's infrastructure is undertaken. This is a real success story, however we need to ensure as far as is reasonably practicable, Lincoln is "open for business" as usual during this time.

A comprehensive Communications Plan (Appendix A) has been compiled, following a broad consultation process, through two workshop sessions with invitations extended to County, City of Lincoln, North Kesteven and West Lindsey councillors in addition adjacent Parish Councils were also invited. Additionally a range of external stake holders from the Emergency Services, Bus Operators, Tourism, and the business community also contributed to these workshops. As well as traditional communications through the media and digital channels we will work with local employers to minimise the impacts of these works.

1.5 Sustainable Transport and Alternative Working Arrangements

Work is currently underway to provide a "park and ride" site located just off the A46 at the Whisby Garden Centre which will provide between 300 and 600 additional parking spaces to cater for the predicted increased demand afforded by the Castle Revealed and Magna Carter exhibition.

In conjunction with the Council's Smarter Choices and Accessibility Team we will build upon existing relationships with major employers, local businesses and other organisations, e.g. Chamber of Commerce, Lincoln BIG and Federation of Small Businesses, to promote alternate means of access to the city, such as cycling, walking, car sharing and public transport. We will also actively encourage people to consider flexible working patterns or work bases for the duration of the programme of works. Recent experience from the Access LN6 project shows that the success of "Modal Campaigns", whereby residents and businesses are encouraged, in the spring and summer, to

consider cycling and walking with the promotion of bus and train travel in autumn/winter are delivering positive outcomes.

As a family of local authorities we should be seen to be leading by example in the way in which we promote these choices to our own staff and those of our partner organisations. Full use will be made of internal "intranet" news and information channels that already exist and senior managers will be asked to positively promote and facilitate flexible working arrangements for staff.

If each person that currently travels daily, to Lincoln by car could use an alternative mode of transport, work from home or from one of the available "touch down" points outside of the city, on just one occasion per week, the reduction in peak hour traffic would be significantly reduced.

There are many "short term" benefits to this approach during the construction phases of the infrastructure projects by reducing the overall impact of the works themselves. In the longer term some of these benefits may well become "locked in" as businesses and commuters see the advantages of more flexible working arrangements and alternative modes of transport. This has the potential to have a positive impact on air quality within already sensitive areas of the city and contribute towards overall carbon reduction.

2. Conclusion

2.1 Our Commitment

The programme of works and events planned over the next few years will present a significant challenge for all who seek to deliver them and for those whose daily life will be affected by them. It is essential therefore that an effective communication network is set up and maintained throughout the duration of these works. These measures need to be flexible and adaptable to meet the frequent situation changes that will inevitably occur throughout the programme. The provision of clear concise and accurate information to the wider community is essential if we are to minimise the impacts of the construction phases on the normal routine functioning of the city.

In order to achieve this, sufficient resources must be made available and all parties must be committed to delivering first rate information and data. The very best use of all communication and media sources will ensure that any communication is comprehensively delivered. We will encourage as many organisations and individuals to register with us to receive information directly, via a range of digital formats.

We will actively inform and encourage people to consider alternative travel and / or work patterns in order to reduce "normal" traffic levels so those who are required to travel in and around the City for essential journeys can continue to do so with the minimum of disruption.

We will encourage feedback from the wider community and make our best endeavours to ensure this is acted upon. However it must be recognised there

will be, at times, conflicting opinions and needs. Compromise will often be required, by all concerned to bring about an acceptable outcome. Mediation and communication skills of the highest order will need to be at the forefront of this strategy.

2.2 Resources

The first of these highway schemes, the East West Link commenced on the 3rd November with the Canwick Road contract commencing on the 8th December and the High Street footbridge early in the New Year. This period is of course the lead up to Christmas, with the associated increase in traffic for shopping and culminating in the Christmas Market from the 4th to 7th December. It is imperative we demonstrate our commitment to this strategy at an early stage in order that the wider community retain confidence in our ability to provide credible methods of management and communication.

As we move into 2015 the impact of infrastructure schemes and the number of events increases rapidly and therefore the volume and complexity of information to be disseminated rises too. In order that we are able to manage this information flow effectively, dedicated resource will be required to ensure timely and accurate information is provided.

There are significant benefits to identifying resources and establishing and procedures as soon as possible. This will enable the protocols to become established whilst initially we have fewer, infrastructure projects ongoing. This can then be tested in the knowledge of the well-established network management requirements of the Christmas Market and Christmas shopping traffic in general.

There are two main elements to resource requirements, physical (staff) and financial. Much of the former, for highway schemes, will be handled by the Project Leaders, their teams and appointed contractors. However the gathering, interpretation and assessment of information from outside of LCC will require additional resource. As will the preparation of information and communications for distribution to the broadcast media, press, and digital outlets from all sources, this service is best provided by communication professionals.

As previously stated, it is considered beneficial that information is posted in the form of printed displays on or adjacent to site hoardings or in adjacent LCC owned property. The investigation into the use of billboards or other similar outlets is worthy of consideration. It is therefore proposed that a specific "advertising" budget is identified. This is a modest sum that allows for printing of suitably sized displays of "artists impressions" (which currently exist from the planning documents), the hire of space on billboards where appropriate and costs associated with digital media outlets such as SMS messages. The capital investment in the three major highway schemes totals over £125m and therefore the proposed investment (including staff) over a two year period equates to just 0.06% of the capital cost.

An estimate of the resources, over and above that which will be delivered by existing project staff, is £37,500 per annum. This requirement will be periodically reviewed in light of the progress of schemes and the inevitable changes that such a dynamic programme of works, developments and events will bring about over time.

It is anticipated that these costs will be significantly offset through the reduction in staff time dealing with reactive requests for information, media interviews and in dealing with a large volume of enquiries from businesses, road users and the wider public.

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	Greater Lincoln Area Major Infrastructure Projects Communications Plan

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 Alan Aistrup, who can be contacted on 01522 553015 or alan.aistrup@lincolnshire.gov.uk.

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GREATER LINCOLN AREA MAJOR INFRASTRUCTURE PROJECTS



COMMUNICATIONS PLAN

LINCOLN MAJOR SCHEMES – COMMUNICATION PLAN

Scope

This document sets out the aims, roles and responsibilities of Lincolnshire County Council (LCC) to communicate effectively the impacts on the traveling public and business' during the construction of major highways infrastructure schemes. It also details how LCC aim to coordinate and cooperate with other infrastructure providers, utility companies, developers and other key stakeholders in the delivery of other projects that will impact on the city's road network.

The key objectives of this plan are:

- To pro-actively engage with all key stake holders, works promoters, event organisers, emergency services, the business community, residents, visitors and commuters (collectively the wider community) to construct an effective communications network.
- To make the most effective use of the available communication channels to keep the wider community informed in advance, of details of planned works and traffic management arrangements and how this will impact upon them.
- To make the most effective use of the available communication channels to keep the wider community informed of any potential misinformation or rumour and be pro-active in redressing any resulting implications.
- To make the most effective use of the available communication channels to keep the wider community informed, with as much advanced notice as is reasonably practical, details of un-planned disruptions and incidents, how this will impact upon them and how this can be best mitigated.
- To make the most effective use of the available communication channels to keep the wider community informed of how they can impact positively on minimising delay and disruption by changing their working pattern, mode of travel or place of work.
- To require or actively seek the agreement (as applicable) of all project sponsors, works promoters, contractors and event organisers to formally sign up to the objectives of, and process within, this communication strategy.
- To compile timely and accurate information in respect of all planned events, projects and "other works" that will impact on the effective movement of people in, around and out of the city.
- To use this information to gain a greater understanding of the interaction between schemes, events and other works. Thus allowing informed decision

making in respect of the timing, extent, phasing and impact of traffic management provisions across the city and beyond.

- To use this information in order to work closely with the Emergency Services to minimise disruption to service and call out times

This plan seeks to provide a frame work and methodology that will enable the public, private and voluntary sectors, involved in the delivery of the above programme of events and works to communicate in a structured and proactive way, to deliver effective information. It is of paramount importance that during this period, , the city and surrounding area continues to function as a place to live, work and visit.

Communication Channels

LCC will achieve an integrated presence across traditional and digital media, consisting of:

- Traditional media: Providing timely information and interview opportunities. Embedding a culture of openness amongst staff, as well as a willingness to engage with the media
- Web: Maintaining and developing the LCC website as a leading and trusted source of travel information, advice and other services
- Mobile: Roadworks.org features, optimised for access via mobile
- Syndication: Transport data made openly available to third parties wherever possible, enabling news outlets to innovate new information services for passengers at no or minimal cost to LCC
- Digital Marketing: Advertisements and features on local media outlet websites
- Social Media: Engagement with customers and stakeholders through social media where this supports LCC's objectives
- Marketing: LCC owned property and equipment should be used to advertise news and information to support cost effective delivery

Roles & Responsibilities

Overall responsibility for the delivery of the communication plan will be via the Special Projects Manager reporting directly to the Chief Operating Officer, Environment & Economy. He will be assisted by the Communications Team, Senior Project Leaders, Project Teams, the Digital Engagement Team and other Directorate and non-Directorate colleagues.

Externally to LCC there will be a requirement to liaise, coordinate and cooperate with, amongst others, LCC appointed contractors on major schemes, Network Rail

and their contractors, utility companies, City and District Councils, Emergency Services, Lincolnshire Chamber of Commerce, Lincoln Business Improvement Group, Visit Lincoln, Sincil Bank Traders and other business groups, Lincoln University, Bus Operators and many others.

The key to this plan is effective two way information flow. People expect timely and accurate information on how their daily life will be affected by these works, today, next week and next month. In return it is fair to ask for constructive feedback from all stakeholders to enable their concerns to be given proper consideration. It must, however, be recognised that the needs of one group or individual may conflict with those of others.

Co-ordination of Infrastructure Projects

It is expected that each project team and their appointed contractors will participate in regular coordination meetings. These will be particularly important in the lead up to the start of works and to any planned changes to traffic management arrangements as the works progress. These meetings will be facilitated by LCC Special Projects Manager.

The project team will prepare at least one month prior to the commencement of works on site, a **Project Initiation Report**. This will set out the aims of the schemes and how it will impact on the daily lives of those who live and work in Lincoln. Emphasis should be given to the benefits of the end product, whilst acknowledging the short term challenges brought about by the construction phase(s). (Appendix A)

The report should also contain an outline project plan showing the key elements of construction and critical path items. This overview should be replaced with a "contractor's version" as soon as this is available. Once work has commenced the project plan should be updated to show actual progress against planned at regular intervals (monthly on projects of less than 9 months duration, minimum 3 monthly on longer term projects). The reasons for any significant variance to programme should be explained, except in circumstances where this information could be deemed as "commercially sensitive" or of a confidential nature.

Lincoln Major Infrastructure Projects – Communications Strategy Project Initiation Report					
Project Title					
Date Prepared		Version	Updated By	Date	
Project. Lead				Contact Details	
Communication Lead				Contact Details	
Planned Start date				Planned Completion Date	
Description of Project					
		<i>Give a brief description of the project including a description of its location and extent</i>			
Project Overview					
		<i>Set out the aims of the schemes and how it will impact, positively, on the daily lives of those who live and work in Lincoln. Emphasis should be given to the benefits of the end product, whilst acknowledging the short term challenges brought about by the construction phase(s)</i>			
Project Plan					
<i>Provide an outline project plan (Gant chart) showing the key elements of construction and critical path items. This overview should be replaced with a "contractor's version" as soon as this is available. Once work has commenced the project plan should be updated to show actual progress against planned at regular intervals (monthly on projects of less than 9 months duration, minimum 3 monthly on longer term projects). The reasons for any significant variance to programme should be explained, except in circumstances where this information could be deemed as "commercially sensitive" or of a confidential nature.</i>					

Key Project Milestones	Description		Target date
KM1	<i>Include key traffic management phases, start and completion of key construction phases, any notable construction activities, delivery of major structural elements etc. etc.</i>		
KM2			
KM3			
KM4			
KM5			
KM6			
KM7			
KM8			
KM9			
KM10			
Other relevant Documents, Reports and Drawings			
Title	<i>Insert document title</i>	Location	<i>Insert file path or URL</i>
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Images, Photographs and Videos			
Description	<i>Brief description of Image</i>	Location	<i>Insert file path or URL</i>
Description		Location	
Description		Location	
Description		Location	
Description		Location	
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Description		Location	
Description		Location	
Description		Location	

In addition to the above, as a minimum requirement the project team/contractor will provide a **Project Update** on a weekly basis (Appendix B). The update will include the following information

- A brief resume of the works undertaken in the past 7 days, including the start or conclusion of key project milestones.
- A brief resume of the works planned for the following 7 day period, again including any key project milestones that are scheduled to start or to complete during this time.
- A plan and written description of the traffic management arrangements that will be in place for the following 7 days.
- 14 days advance notice of any planned changes to traffic management arrangements (plan and description).
- Details of any planned "out of hours" operations scheduled in the next 7 days.
- Any other relevant or interesting information about the project such as major lifting operations, transportation of major structural elements, archaeological finds, etc...
- The above information will be collated by the Communication Team and with the help of the Digital Engagement Team the updated information will be placed on the various information streams detailed earlier in this document and shared with strategic partners.
- All media streams, such as web pages, will be updated weekly regardless of the content of the above reports. This will ensure that the public and stakeholders have confidence in the timeliness of information placed in the public domain. **"No change" is a positive communication!**

Lincoln Major Infrastructure Projects – Communications Strategy Project Update Report			
Project Title			
Date Prepared		Version	Updated By
Project Lead		Contact Details	
Communications Lead		Contact Details	
Report Period From	<i>Day and date</i>	Report Period to	<i>Day and date</i>
Details of Past and Planned Progress			
Progress made and tasks completed in past 7 days	<i>Give a brief description of the works completed during the past week. Use bullet points and plain English. Highlight any completed key project milestones or points of interest.</i>		
Planned tasks to be undertaken in the next 7 days	<i>Give a brief description of the works planned to be undertaken during the next week. Use bullet points and plain English. Highlight any up-coming key project milestones or points of interest.</i>		
Traffic Management Arrangements			
<i>Provide a written description of the traffic management arrangements that will be in place for the following 7 days. Give a written description, 14 days in advance of any significant changes to traffic management arrangements. Use plain English.</i>			
Traffic Management Plans			
Title	<i>Insert document title</i>	Location	<i>Insert file path or URL</i>
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	

Out Of Normal Hours Working Arrangements			
<i>Provide a written description of any "out of normal hours" working arrangements planned for the coming week.</i>			
Additional Information			
<i>Provide details of any other relevant or interesting information about the project such as major lifting operations, transportation of major structural elements, archaeological finds, etc...</i>			
Other relevant Documents, Reports and Drawings			
Title	<i>Insert document title</i>	Location	<i>Insert file path or URL</i>
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Title		Location	
Images, Photographs and Videos			
Description	<i>Brief description of Image</i>	Location	<i>Insert file path or URL</i>
Description		Location	
Description		Location	
Description		Location	
Description		Location	
Description		Location	
Description		Location	
Description		Location	
Description		Location	

Information Exchange

It is the intent of LCC to rely largely on digital and broadcast media to disseminate information to the public and stakeholders. In the case of digital media the Communications Team will "invite" all stakeholders and members of the public to "sign up" to their preferred method of engagement; this could be via social media, email (roadworks@lincolnshire.gov.uk), text message, etc. Wherever possible we will use existing "communications networks" as used by Lincoln BIG for example, as a way of ensuring we reach as many people as possible. In order for this to be as effective as possible we will need to rely on the commitment of stakeholders and others.

Advertising & Additional Information

Where major infrastructure projects meet face to face with public areas, site hoardings will have "information boards" which give details of the project; this can be similar to the information provided for digital media as detailed above. This should also include appropriately sized "artists impressions" or schematic drawings of the completed scheme. Where appropriate, viewing "windows" should be made in hoardings to enable the public to follow progress of schemes on the ground.

Summary

The programme of works and events planned over the next few years will present a significant challenge for all who seek to deliver them and for those whose daily life will be affected by them. It is essential therefore that an effective communication network is set up and maintained throughout the duration of these works. These measures need to be flexible and adaptable to meet the frequent situation changes that will inevitably occur throughout the programme. The provision of clear concise and accurate information to the wider community is essential if we are to minimise the impacts of the construction phases on the normal routine functioning of the city.

In order to achieve this, sufficient resources must be made available and all parties must be committed to delivering first rate information and data. The very best use of all communication and media sources will ensure that any communication is comprehensively delivered. We will encourage as many organisations and individuals to register with us to receive information directly, via a range of digital formats.

We will actively inform and encourage people to consider alternative travel and / or work patterns in order to reduce "normal" traffic levels so those who are required to travel in and around the City for essential journeys can continue to do so with the minimum of disruption.

We will encourage feedback from the wider community and make our best endeavours to ensure this is acted upon. However it must be recognised there will be, at times, conflicting opinions and needs. Compromise will be required at times, by all concerned to bring about an acceptable outcome. Mediation and communication skills of the highest order will need to be at the forefront of this plan.

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Open Report on behalf of Steve Willis, Chief Operating Officer

Report to:	Highways and Transport Scrutiny Committee
Date:	15 December 2014
Subject:	Quarter 2 Performance – 1 July to 30 September 2014

Summary:

The accompanying appendices to this report provide key performance information that is relevant to the work of the Highways and Transport Scrutiny Committee.

Actions Required:

The Committee is invited to consider and comment on the performance information contained in the appendices to the report.

1. Background

The appendices to the report provide key performance information relating to Highways and Transportation, which is aligned to the relevant priorities and performance indicators set out in the Council's Business Plan.

Council Business Plan and Council Priority Activity Performance

Appendix A highlights performance relevant to this committee against the following:

- Council Business Plan Performance Indicators: There are a number of indicators in the Council Business Plan that are within the remit of this scrutiny committee. Appendix A contains any of these that are worse than target (red) or better than target (green).
- Council Priority Activities: Corporate Management Board have identified a number of Council Priority Activities, these are the key projects and programmes that will deliver the most significant changes and new commitments as detailed in the 2012-2015 Council Business Plan and Organisational Strategy, as well as the Executive Director's objectives. There are currently 33 priority projects and programmes, four of which are in the remit of this scrutiny committee.
- Council Priority Activities Exception Highlight Reports: Where a Council Priority Activity is reporting significant issues (red) a project highlight report has been included to provide further information.

Appendix B contains a summary of performance information.

Appendix C is a breakdown of customer satisfaction information.

2. Conclusion

The Committee is asked to consider the content of the appendices of this report.

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	Council Business Plan and Council Priority Activity Performance
Appendix B	Performance Summary
Appendix C	Customer Satisfaction Information

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 Steve Willis, who can be contacted on 01522 554848 or steve.willis@lincolnshire.gov.uk.

Date created: 16-Oct-14

Position as at 30-Sep-14

Symbol Key				
Green - No Issues	Blue - No significant concerns	Red - Significant issue(s)	Not yet started	Missing information

Activity Name	Overall Summary		Comment
	Aug 2014	Sep 2014	
Highways and Transport Scrutiny Committee			
Project			
Grantham Southern Relief Road			<p>The Grantham Southern Relief Road (GSRR) has 2 main elements; the Southern Quadrant Link Road (SQLR) and King31 (including HA A1 link).</p> <p>LCC are progressing the detailed design of SQLR, along with design changes through planning. Publishing Orders (CPO and SRO) is to be re-programmed until judicial Review (against the planning permission) full appeal is heard on 31 October 2014 to mitigate risk.</p> <p>At request of the landowner LCC are now actively involved in designing and procuring the road works on King31, including use of Highways Agency for A1 connection.</p> <p>Significant Local Enterprise Partnership (LEP) funding has been approved which improves financial viability.</p>
			<p>Scrutiny Comments: Progress was reported as part of the Quarter 1 performance item at the 15 September 2014 Committee. The Committee was satisfied with the progress of this project.</p>
Lincoln East West Link Road Phase_1			<p>Scheme is on programme and within budget. Construction work starts on 3/11/14.</p>
			<p>Scrutiny Comments: Progress was reported as part of the Quarter 1 Performance item at the 15 September 2014 Committee. The Committee were satisfied with the progress of this project and noted that work on the project would start shortly.</p>

Activity Name	Overall Summary		Comment
	Aug 2014	Sep 2014	
Lincoln Eastern Bypass	◆	◆	<p>Non confirmation of orders has resulted in new planning application for Non-Motorised User bridge and a need to republish Orders.</p> <p>Scrutiny Comments: Progress was reported as part of the Quarter 1 Performance item at the 15 September 2014 Committee. The Committee were advised that a new planning application for a non-motorised bridge would be considered by the Planning and Regulation Committee on 6 October 2014 and new Compulsory Purchase Order and Side Road Order would be considered by the Executive on 7 October 2014.</p>
Spalding Western Relief Road	●	●	<p>Further contact with the developer for Phase 1, no further progress on Phases 2 and 3. The Transport Strategy will be taken to H&T Scrutiny Committee on 27th October.</p> <p>Scrutiny Comments: Progress was reported as part of the Quarter 1 Performance item at the 15 September 2014 Committee. The Committee were satisfied with the progress of this project and noted that the detailed design had now been completed and the developer would be submitting a planning application.</p>

Performance Indicators

Reported Quarterly

The following 2 indicators are reported quarterly and by calendar year with a 3 month data lag, therefore data reported at Quarter 2 is from 30th June 2014.

Good Connections CBP Indicators 2014/15 (calendar year) – 3 month lag							
Indicator Name	Target 30/06/2013	Actual 31/06/2013		Target 30/06/2014	Actual 30/06/2014		Target 31/12/2014
GC:LRSP:03 Number of people KSI in road traffic collisions	219	173	+	214	197	●	427
The actual number of 197 Killed or Seriously Injured Casualties for the first half of 2014 is below the target of 214							
GC:LRSP:04 Number of children KSI in road traffic collisions	13	10	+	13	13	●	26
The actual number of Children (0 to 15 yrs inclusive) Killed or Seriously Injured of 13 for the first half of 2014 is the same as the half year target. There have been no fatalities within this figure.							

Reported annually

The following indicators are reported on an annual basis at Quarter 4 2014/15:

CBP Indicators 2014/15 (financial year)									
Indicator Name	Reporting Frequency	Owner	Target 2012/13	Actual 2012/13		Target 2013/14	Actual 2013/14		Target 2014/15
NI168 Principal roads where maintenance should be considered	Annual 31/03	Paul Rusted	4%	3%	+	4%	3%	+	4%
NI169 Non-principal classified roads where maintenance should be considered	Annual 31/03	Paul Rusted	8%	12%	◆	12%	13%	◆	12%
HT:01 Unclassified Roads that require maintenance	Annual 31/03	Paul Rusted	25%	28.60%	◆	30%	29%	+	30%
HT:03 % Network treated in advance of ice and frost forming	Annual 31/03	Paul Rusted	34%	34%	●	34%	34%	●	34%
Other Key Indicator 2014/15 (financial year)									
NI178i Bus services running on time - % non-frequent services on time	Annual 31/03	Andrew Addo-Smith	79%	74.3%	◆	80%	75%	◆	79%

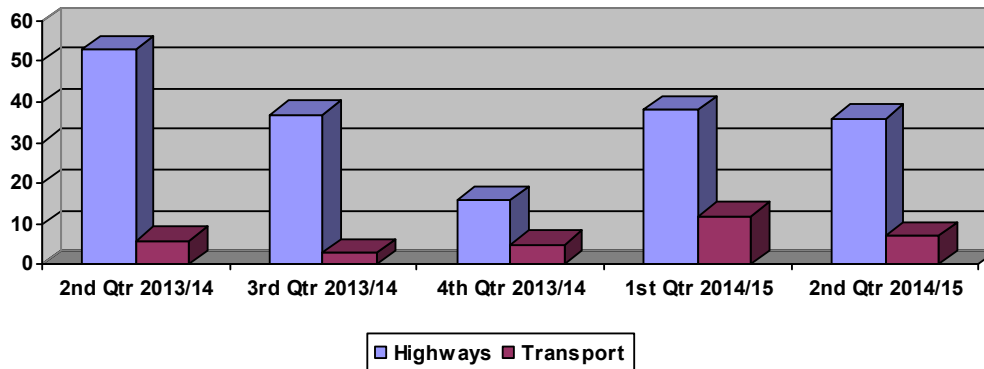
APPENDIX C

Customer Satisfaction Information – Scrutiny Committees

Highways and Transport Scrutiny Committee		
Date Range for Report	1 st July – 30 th September 2014 (1 st April – 30 th June 2014)	
Total number of complaints received across all LCC service area.	145 (157) * individual school complaints not included.	
Total number of complaints relating to <u>Highways and Transport Scrutiny Committee</u>	43 (50)	
Total number of compliments relating to <u>Highways and Transport Scrutiny Committee</u>	30 (23)	
Total Service Area Complaints	Highways	36 (38)
	Transport	7 (12)
Highways Complaint Reasons	Age	0 (0)
	Breach of confidence	0 (1)
	Conduct/Attitude/Rudeness of staff	1 (3)
	Delayed Assessment of Service Request	1 (0)
	Disability	0 (0)
	Disagree with Policy	0 (1)
	Disagree with Procedure	5 (11)
	Gender	0 (0)
	Insufficient Information Provided	3 (1)
	Lack Of Choice	0 (0)
	Other	1 (1)
	Procedural – Other	8 (5)
	Procedure Not Followed	9 (9)
	Professional Other	6 (3)
	Service Delay	2 (3)
Transport Complaint Reasons	Age	0 (0)
	Assessment of a service request	0 (0)
	Breach of confidence	0 (2)
	Conduct/Attitude/Rudeness of staff	0 (2)
	Disability	0 (0)
	Disagree with Policy	1 (1)
	Disagree with Procedure	3 (0)

	Geographic Location	0 (0)
	Insufficient Information Provided	0 (1)
	Lack of Choice	0 (0)
	Other	0 (0)
	Policy of LCC not to provide service	0 (0)
	Procedural – Other	0 (2)
	Procedure not followed	1 (4)
	Professional - Other	2 (0)
	Service Delay	0 (0)
Service Area Compliments	Highways	25 (21)
	Transport	5 (2)
How many LCC complaints have not been resolved within service standard		11 (12)
Number of LCC complaints referred to Ombudsman		11 (1)

Total Complaint Receipts by Quarter



Summary

LCC Overview of Complaints

The total number of LCC complaints received for this quarter (Q2) shows an 8% decrease on the previous quarter (Q1). When comparing this quarter with Q2 2013/14 there is a 36% decrease.

Overall Highways Complaints

Complaint receipts for Highways show a 5% decrease from last quarter where they received 38 complaints. This is 32% decrease from quarter 2 of 2013/14 when 53 were received.

The outcome of the 36 complaints received was:

- 6 complaints were upheld.
- 13 complaints were partially upheld.
- 17 complaints were not upheld.

The 6 complaints that were upheld were regarding:

- Lack of communication to previous correspondence.
- Scaffolding on Lincoln High Street.
- Debris left on footways after grass cutting.
- Lack of drain cleaning on Vauxhall Road, Boston.
- Open excavation in footway in Newton on Trent
- Conduct and attitude of a fellow colleague.

This quarter there were 3 complaints received regarding penalty charge notices.

Overall Transport Complaints

Complaint receipts for Transport show a decrease of 5 complaints this quarter compared to the 12 they received in the previous quarter.

The outcome of the 7 complaints received was:

- 0 complaints were upheld.
- 3 complaints were partially upheld.
- 4 complaints were not upheld.

There were no themes this quarter for transport complaints.

Overall Compliments

The overall compliments received for Highways and Transport shows an increase of 30% this Quarter.

Highway Compliments

Highways received 25 compliments in Quarter 1, this a 19% increase compared to the 21 compliments they received from the previous Quarter. The compliments are:

- Praise for Craig Harrison.
- Praise for Paul Little.
- Praise for Maxine Stukins.
- Compliment from a customer who received a call back within a day of contact.
- 21 compliments regarding maintenance work that has been carried out.

Transport Compliments

Transport has received 5 compliments this quarter this is a decrease of 3 compliments as 2 were received in Quarter 1. The compliments were:

- 1 compliment received for the Travel team regarding AccessLN6.
- Praise for the Smarter Choices Team regarding the cycle challenge.
- Compliment for Sam Cotterill for her home to school transport assistance.
- Praise on the speed of bus pass being sent after online application being submitted.
- Compliment for the review of AC Williams bus route.

Ombudsman Complaints

In Quarter 2 of 2014/15, 11 LCC complaints were registered with the ombudsman. Highways and Transport received 1 complaint that was considered by the ombudsman.

Further in-depth analysis, if required, is available by contacting the Quality and Performance team on 01522 782037 (ext 0037).

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

Report to:	Highways and Transport Scrutiny Committee
Date:	15 December 2014
Subject:	Speed Management - Borderline Cases Provision

Summary:

This report presents the results of the investigations relating to the Borderline Cases provision contained within the current Speed Limit Policy in relation to mean speed and whether further relaxation is appropriate.

Actions Required:

- i) To consider and comment on the data gathered in terms of threshold parameters for Borderline Cases.
- ii) To consider whether the current requirement of a Borderline Case in relation to mean speeds be kept at the current level of +/- 1mph or relaxed to +/- 2mph or +/- 3mph.

1. Background

A Task and Finish Group comprising nine non-executive County Councillors undertook a review of the Council's current speed management policies. Councillor Michael Brookes was appointed the Chairman of the Task and Finish Group.

On 9 June 2014, the Highways and Transport Scrutiny Committee approved the Speed Management in Lincolnshire final report. The report was presented to the Executive on 1 July 2014 and all the recommendations were agreed. The formal response to the recommendations and associated Action Plan is attached at Appendix A and was considered by this Committee in September 2014.

Recommendation 3 of the Action Plan required further investigations to be undertaken with respect to the level at which the borderline case criteria for mean speeds be set. Currently it is set at +/- 1mph. Any proposal within this range is reported to Planning and Regulation Committee for further and final consideration.

As part of the Task and Finish Group outcomes it was debated whether the current level could be relaxed to +/- 2mph or +/- 3mph thereby providing greater flexibility and discretion by Planning and Regulation Committee.

The current Speed Limit Policy states that:

'In circumstances where the length and density of development criteria are met but the mean speed data falls within +/-1 mph of the Mean Speed Limit Table, further speed readings are to be obtained along the length of road under review to determine overall mean speed readings'.

The attached table at Appendix B shows the mean speed results of the investigations carried out at the trial sites across the County.

The table also shows what the possible outcome would be if the level was relaxed to either +/- 2mph or +/- 3mph, for a proposed speed limit using the current Mean Speed Limit Table in the existing Speed Limit Policy below:

Mean Speed	Limit
< 32 mph	30 mph
33 – 42 mph	40 mph
>43 mph	50 mph

It needs to be noted that in such cases any proposal would require a report being considered by Planning and Regulation Committee in accordance with the Speed Limit Policy.

As can be seen from the table in Appendix B, by building in greater plus or minus miles per hour flexibility, provides the potential for a reduction in speed limit and therefore an increased number of reports being presented to Planning and Regulation Committee for consideration.

The number of reports taken to Committee at present on this particular matter is low. However if there is to be a change in the level this may potentially increase the number of requests and resulting workload.

As can be seen from Appendix B, out of the eight trial sites that have been investigated, three of those under the current policy could potentially be reported to Planning and Regulation Committee as a Borderline case. If the flexibility was relaxed further this would potentially only increase the number of reports by two. However it must be borne in mind that these sites have been identified through the consultation process and these may be the majority of sites with potential issues across the County.

Following the work of the Task and Finish Group and the consultation exercise it is clear that there is a desire to provide greater discretion/flexibility in relation to setting local speed limits in the County. With this in mind and from the information in Appendix B it would appear reasonable that a small relaxation in Borderline cases to +/- 2mph would not significantly be detrimental to the setting of appropriate levels of local speed limits.

This would also provide Planning and Regulation Committee with additional detailed information for sites of specific concern so that further flexibility in terms of debating and setting appropriate local speed limits is available.

2. Conclusion

It is proposed that any new policy will be subject to public consultation and this will be progressed once the new draft policy has been considered by this Committee.

Whilst any relaxation may result in an increase in workload it would appear from the data that this may not be too onerous of an issue.

It is difficult to place a cost on any additional workload. However it would be expected that any additional costs would be met from existing budgets and as stated above this may not have a significant impact.

3. Consultation

a) Policy Proofing Actions Required

Not applicable

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Action Plan from recommendations of Speed Management Review in Lincolnshire
Appendix B	Table of mean speed readings from trial sites

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
Speed Management in Lincolnshire Final Report - June 2014	County Offices Newland Lincoln
Speed Limit Policy - July 2008	County Offices Newland Lincoln

This report was written by Graeme Butler and Andy Wharff, who can be contacted on 01522 550445 or 01522 555738 or graeme.butler@lincolnshire.gov.uk and andy.wharff@lincolnshire.gov.uk.

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**EXECUTIVE RESPONSE TO SPEED MANAGEMENT IN LINCOLNSHIRE SCRUTINY REVIEW –
ACTION PLAN ARISING FROM RECOMMENDATIONS**

Recommendation	Recommendation Accepted? Yes/No	Initial Response	Action	Timescale	Who
1. That the criteria for identifying a settlement contained within the existing Speed Limit Policy should be maintained.	Yes	Noted. This will be included within the revised Speed Limit Policy.	The existing Speed Limit Policy will be revised and brought back to the Highways and Transport Scrutiny Committee for consideration.	April 2015	Andy Wharff/ Graeme Butler
2. That the current gaps within lengths of development provision contained within the existing Speed Limit Policy should be maintained.	Yes	Noted. This provision will be included within the revised Speed Limit Policy.	This provision will be included within the revised Speed Limit Policy.	April 2015	Andy Wharff / Graeme Butler
3. That the borderline cases provision contained in the current Speed Limit Policy should be amended so that if the length and number of development units fronting the road under review is within 20% (currently 10%) of that	Partly	Noted. This recommendation will be investigated further and the results and possible options reported to the Highways and Transport Scrutiny Committee for further consideration.	This element of the policy will be considered further and brought back to the Highways and Transport Scrutiny Committee for consideration. Once agreed, this provision can be included within the revised policy.	December 2014	Andy Wharff / Graeme Butler

Recommendation	Recommendation Accepted? Yes/No	Initial Response	Action	Timescale	Who
<p>required or that the mean speed data falls within +/- 3mph (currently +/- 1mph) of the Mean Speed Limit Table these are classed as borderline cases. Under these circumstances any requests to change the speed limit are considered by the Planning and Regulation Committee. The local member should continue to be consulted on these cases prior to consideration at the Committee.</p> <p>If this recommendation is accepted that it is reviewed after six months after its implementation to ensure that the parameters are set at the correct level.</p>					

Recommendation	Recommendation Accepted? Yes/No	Initial Response	Action	Timescale	Who
4. That a menu of options for those sites which have speed issues but which are not appropriate for a lowering of the speed limit, e.g. bends and junctions, be developed.	Yes	Noted. Options will be developed and included within the revised Speed Limit Policy.	A menu of options will be developed following discussions with appropriate officers and the Lincolnshire Road Safety Partnership and brought back to the Highways and Transport Scrutiny Committee for consideration. Once agreed, these options can be included within the revised policy.	April 2015	Andy Wharff / Graeme Butler
5. That the current 20mph speed limit provision contained within the existing Speed Limit Policy should be maintained and that any requests for a 20mph speed limit should be assessed on a case by case basis.	Yes	Noted. This provision will be included within the revised Speed Limit Policy document.	This provision will continue to be included within the revised Speed Limit Policy.	April 2015	Andy Wharff / Graeme Butler
6. That a toolkit is developed for consideration of any	Yes	Noted. A toolkit will be investigated and developed and included	A toolkit will be developed to include options to address speed and parking issues to	April 2015	Andy Wharff / Graeme Butler

Recommendation	Recommendation Accepted? Yes/No	Initial Response	Action	Timescale	Who
requests for school safety measures. This should detail a menu of options for possible solutions to address specific issues at individual sites and include a flowchart which explains the process to reach the most appropriate solution.		within a new Speed Management Strategy.	cater for specific sites and brought back to the Highways and Transport Scrutiny Committee for consideration. Once agreed, the toolkit will be included as part of the new Speed Management Strategy.		
7. That when school safety measures are implemented, the school works in partnership with the County Council to support the work being done on speed management, including reviewing regularly their School Travel Plan.	Yes	Noted. This can be developed further and options included within the new Speed Management Strategy.	Options to address this specific issue will be discussed further with Road Safety Officers and will be included within the toolkit of options for school sites.	April 2015	Lincolnshire Road Safety Partnership. Andy Wharff/ Graeme Butler
8. That the County Council develop an overarching Speed	Yes	Noted. The various documents can be collated and included within this	Officers will collate all of the various policies together under one overarching	June 2015	Andy Wharff / Graeme Butler

Recommendation	Recommendation Accepted? Yes/No	Initial Response	Action	Timescale	Who
Management Strategy which incorporates all elements of speed management including speed limits and school safety measures.		strategy.	strategy.		
9. That the Community Speed Watch scheme is endorsed and that it is included within the proposed Speed Management Strategy as a self-help tool for local communities in managing speeding issues.	Yes	Noted. This can be included within the toolkit and developed further and be included as part of the Speed Management Strategy.	Officers in the Road Safety Partnership will lead on this specific project, but it will also be included within the toolkit of options within the Speed Management Strategy.	Ongoing	Lincolnshire Road Safety Partnership

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Speed Management in Lincolnshire - Trial Sites Investigations

Location	Existing Speed Limit(mph)	Mean Speed Results(mph)	Current Policy with +/-1mph	Possible Limit with +/-2mph	Possible Limit with +/-3mph	Comments
B1188 Branston	50mph	44	50	40	40	
	40mph	37	40	40	40	
A153 West Willoughby	50mph	52	50	50	50	
A607 Fulbeck	40mph	35	40	40	30	
	40mph	29	30	30	30	
A16 Sibsey Road Boston	50mph	44	50	40	40	
	40mph	37	40	40	40	
A153 Haltham	60mph	44	50	40	40	
B1198 Scampton to Brattleby	50mph	46	50	50	50	
B1198 Brattleby	40mph	40	40	40	40	
B1198 Cammeringham	40mph	45	50	50	40	
Changes from existing			3	5	5	

Additional readings in village centre

Previous committee decision to reduce by one level using discretionary power

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Policy and Scrutiny

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

Report to:	Highways and Transport Scrutiny Committee
Date:	15 December 2014
Subject:	Highways and Transport Scrutiny Committee Work Programme

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 Louise Tyers, who can be contacted on 01522 552102 or louise.tyers@lincolnshire.gov.uk

HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE

Chairman: Cllr Michael Brookes

Vice Chairman: Cllr Andrew Hagues

19 January 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report
Budget Proposals for 2015/16	Steve Willis, Chief Operating Officer and Andy Gutherson, County Commissioner for Economy and Place	Budget Scrutiny
Lincolnshire Highways Alliance	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Grantham Southern Quadrant Link Road Side Road and Compulsory Purchase Orders – Approval to Proceed	Les Outram, Senior Project Leader	Pre-Decision Scrutiny (Executive 3 February 2015)
Future Service Delivery	Steve Willis, Chief Operating Officer and Paul Rusted, Infrastructure Commissioner	Status Report
Highways Maintenance Plan	Paul Rusted, Infrastructure Commissioner	Update Report

9 March 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report
Quarter 3 Performance Report – 1 October to 31 December 2014	Steve Willis, Chief Operating Officer	Performance Scrutiny
Protocol for Emergency Level Crossing Closures	TBC	Status Report
Draft Speed Limit Policy	Graeme Butler, Projects Manager and Andy Wharff, Area Highways Manager	Update Report

9 March 2015		
Item	Contributor	Purpose
Civil Parking Enforcement – Mid-Year Update	Mick Phoenix, Parking Services Manager	Update Report

20 April 2015		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report
Lincolnshire Highways Alliance	Paul Rusted, Infrastructure Commissioner	Update Report

For more information about the work of the Highways and Transport Scrutiny Committee please contact Louise Tyers, Scrutiny Officer, on 01522 552102 or by e-mail at louise.tyers@lincolnshire.gov.uk