Lincolnshire COUNTY COUNCIL
Working for a better future

County Offices
Newland
Lincoln
LN1 1YL

2 September 2016

Highways and Transport Scrutiny Committee

A meeting of the Highways and Transport Scrutiny Committee will be held on **Monday, 12 September 2016 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

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, 12 SEPTEMBER 2016

Item	Title	Pages
1	**Apologies for Absence/Membership Changes**	
2	**Declarations of Members' Interests**	
3	**Minutes of the previous meeting of the Highways and Transport Scrutiny Committee held on 11 July 2016**	5 - 10
4	**Announcements by the Executive Councillor for Highways, Transport and IT and Chief Operating Officers**	
5	**Highway Asset Management Plan** *(To receive a report from Paul Rusted, Infrastructure Commissioner which asks the Committee to consider changes to the Highway Asset Management Plan. The report will be considered by the Executive Councillor for Highways, Transport and IT on 19 September 2016)*	To Follow
6	**Street Lighting Transformation Project Update** *(To receive a report from Richard Hardesty, Senior Project Leader, which provides an update on the Street Lighting Transformation Project)*	11 - 14
7	**Performance Report, Quarter 1 - 1 April to 30 June 2016** *(To receive a report from Paul Rusted, Infrastructure Commissioner, which sets out performance of the highways service including the Lincolnshire Highways Alliance Major Highway Schemes Update; and the Customer Service Information for Quarter 1 of 2016/17)*	To Follow
8	**Update on Local Bus Matters** *(To receive a report from Anita Ruffle, Group Manager Passenger Transport Unit, which describes legislative proposals relating to public transport, along with an update on the activities being delivered under the Total Transport Initiative)*	15 - 28
9	**Development Road and Sustainable Drainage Specification and Construction** *(To receive a report from Mark Welsh, Flood Risk and Development Manager, about the new Lincolnshire County Council Development Road and Sustainable Drainage Specification and Construction document, which has been produced to take account of the changes introduced by government legislation, requiring Sustainable Urban Drainage Systems on all major developments)*	29 - 30
10	**Winter Maintenance Working Group 2016 Outcome & Recommendations** *(To receive a report from Daniel Steel, Scrutiny Officer, in connection with the findings of the Winter Maintenance Working Group which was set up to consider the Highway Maintenance Plan and highlight areas of future savings*)	31 - 40

11 **Highways and Transport Scrutiny Committee Work Programme** 41 - 46

(To receive a report from Daniel Steel, Scrutiny Officer, which invites the Committee to consider its work programme for the coming months)

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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

Lincolnshire COUNTY COUNCIL
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HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE
11 JULY 2016

PRESENT: COUNCILLOR M BROOKES (CHAIRMAN)

Councillors A G Hagues (Vice-Chairman), M G Allan, D Brailsford, K J Clarke, R L Foulkes, J R Marriott, A H Turner MBE JP, G J Ellis and R G Fairman

Councillor R G Davies attended the meeting as an observer

Officers in attendance:-

Steven Batchelor (Senior Manager), Steve Blagg (Democratic Services Officer), Mick Phoenix (Regulation Services Manager), Paul Rusted (Infrastructure Commissioner), Daniel Steel (Scrutiny Officer) and Andrew Trevithick (Casualty Reduction Officer)

1 APOLOGIES FOR ABSENCE/MEMBERSHIP CHANGES

An apology for absence was received from Councillor Mrs A M Newton.

The Chief Executive reported that under the Local Government (Committee and Political Groups) Regulations 1990, he had appointed Councillors R G Fairman and G J Ellis to the Committee, in place of Councillors R J Hunter-Clarke and N M Murray, respectively, for this meeting only.

2 DECLARATIONS OF MEMBERS' INTERESTS

None were declared at this stage of the meeting.

3 MINUTES OF THE PREVIOUS MEETING OF THE HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE HELD ON 13 JUNE 2016

RESOLVED

That the minutes of the previous meeting of the Highways and Transport Scrutiny Committee held on 13 June 2016, be agreed as a correct record and signed by the Chairman.

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

None were announced.

5 MAJOR SCHEMES UPDATE

The Committee received a verbal report on the latest situation in connection with Major Schemes as follows:-

(a) Lincoln East West Link – on programme for completion for September 2016 and the key opening ceremony had been arranged for 18 November 2016, with the same invited guests that started the works.

(b) Skegness Countryside Business Park – construction contract for roundabout on A52 plus estate roads and servicing would be sent on the 18 July 2016, with a view to awarding the contract on 18 October 2016 and starting work on 15 November 2016. Works were expected to take nine months to complete during which planning permission for the new County Council commercial workspaces would be obtained.

(c) Select List Framework – three and half year's into a four year framework. The first stage had been completed, the second stage (Invitation to Tender) had been released to those who were successful in Stage 1 and they were currently compiling their submissions, due back at the end of July 2016.

(d) Go Skegness - £4m of funding secured from the Greater Lincolnshire Local Enterprise Partnership (GLLEP) to help improve sustainable transport (bus, cyclists and pedestrian) links to and through Skegness and Ingoldmells. Work would start during the winter months so as not to affect summer traffic movements.

(e) Lincoln Southern Bypass – bids had been submitted to the Lincolnshire Enterprise Partnership and Highways England to assist with funding construction of the improvements to the A46 roundabout. Also, an additional bid was prepared for the Government's Large Major Schemes Fund, for submission by the end of July 2016.

(f) Lincoln Eastern Bypass – the selection list of a tender list of four contractors was completed in December 2015. Tenders were issued in early June 2016 with a tender period of twelve weeks. Local suppliers were being encouraged to participate in the tender process. There was still an issue concerning Network Rail's inability to confirm the Disruptive Track Possession required to deliver this element of the scheme.

(g) Lincoln Footbridges – the High Street footbridge opened on 24 June 2016 with the lifts expected to be operational by 4 July 2016.

With regard to Brayford Wharf a planning application was expected to be submitted by Network Rail to the City of Lincoln in Autumn 2016 and it was hoped to have the scheme open in the Autumn of 2017.

(h) Boston Quadrant – Quadrant 1, a mixed use development by Chestnut Homes was now under way, having started installing a new roundabout south of Boston on the A16. The infrastructure for this development would in effect form the first part of the proposed Boston Distributor Road.

(i) Street Lighting Transformation Project – following the announcement by the Council on the 8 June 2016, to revise its plans, the Executive Councillor for Highways and Transport had been requested to make a decision on 18 July 2016, relating to calls, from some of those affected, for part night switch offs to be changed from 10pm to midnight switch off. LED conversions were taking place and the existing "10pm" photocells would be reprogrammed so that they could be reused later in the programme.

(j) Grantham Southern Relief Road – King 31 Phase 1 of scheme extended in to Phase 2 was substantially completed in June 2016. Phase 2 of the scheme was progressing.

(k) A17/A151 (Peppermint Junction, Holbeach) – the programme would look to award the tender in March 2017 and work would commence in early May 2017.

Responding to comments made by the Committee, officers stated that there was no funding for compensation in the Lincoln Eastern Bypass budget in connection with the issues arising from the Disruptive Track Possession; stated that the change to the part night switch off of street lights from 10pm to midnight would be completed in two months; stated that with regard to proposals for a road from Skellingthorpe Road to Beevor Street, discussions were ongoing with Greater Lincolnshire Local Enterprise Partnership and that in connection with the problems of east to west travel across Lincoln all schemes relied on funding from development in order to take place.

6 PERMIT SCHEME - UPDATE

The Committee received a report in connection with the completion of the consultation for the County Council's Permitting Scheme. Officers stated that various suggestions following the consultation had been built into the Permit Scheme documentation. The Scheme would allow the Council to control third party activities on the highway. The Council had worked in a collaborative way with the utilities on the consultation for the project. A trial period for our own works had mimicked the requirements that a Permit Scheme would impose and this had proved to be beneficial for all parties concerned.

Officers reported an amendment to the second paragraph of the report under the heading "Conclusion", the second sentence should be deleted and the following two sentences added – "It is intended to invoke the scheme as a single authority scheme. However, to facilitate Rutland County Council's possible future membership it is intended to amend the scheme to a Joint Scheme at a later date".

Discussion between the Committee and officers included the following topics:-

1. Was there any evidence to help traffic problems on sensitive routes? Officers stated that information on road signs was more informative for the public, particularly, an improvement in the start and end dates of a project had led to a reduction in complaints. Adherence to project timescales by contractors had also improved.

2. There was a need to ensure that work on roads by the utilities did not disrupt traffic flow, that the Council was pro-active in monitoring work and that work was carried out correctly.
3. There had been an issue with other Permit Schemes by the use of incorrect addresses given by Promoters. Officers stated that this issue had been examined and the asset management tool used had been updated to reduce the risk of this happening.
4. Concern about the proliferation of emergency works by promoters. Officers stated that this would be a priority for the Inspectors and this was welcomed by the utilities.
5. Was the cost of the Permit scheme met by charges? Officers stated that the price of Permits were set to cover the cost of the scheme and the cost of Permits would be reviewed each year.
6. The information provided on the road signs for the public was good but it was noted that some of the information was written in felt tipped pen which could fade in inclement weather. Officers stated that the signs were regularly inspected by an Inspector.
7. Officers confirmed that Promoters should apply for a permit before starting any work. If the Promoter over stayed beyond the day when the work was due to be completed then a fine could be imposed.
8. The Permit scheme should encourage co-ordination by Promoters. Officers stated that Promoters would receive a reduction in the cost of a Permit for jointly promoted schemes.
9. Other road works taking place in the vicinity needed to be taken into consideration for space management purposes.
10. Performance information arising from the Permit scheme would be published.

RESOLVED

(a) That the outcome of the Permit Scheme consultation be noted.

(b) That the comments made by the Committee and the responses by officers on the Permit Scheme be noted.

(c) That the Lincolnshire Permit Scheme be supported and that the Executive Councillor for Highways, Transport and IT be asked to approve adoption of the Scheme.

7 LINCOLNSHIRE ROAD SAFETY PARTNERSHIP SCHOOL SAFETY WATCH -STATUS REPORT

The Committee received a report in connection with the School Safety Watch. This new initiative was aimed primarily at Lincolnshire schools but might include other establishments where children regularly attended.

Discussion between the Committee and officers included the following topics:-

1. Officers stated that the trial statistics from the use of the School Safety Watch signs indicated that before their erection the speed limit was exceeded by 10% of motorists, after erection this reduced to 2.9%.

2. Was it proposed to erect just one sign outside of a school? Officers stated that it was at the discretion of the school how many signs they purchased and it was better if the school moved the signs on a regular basis to avoid complacency by motorists.
3. Were the signs reflective as this could cause problems for motorists? Officers stated that while the signs were reflective they would be installed at a level that that prevented dazzle caused by headlights. Any problems would be investigated.
4. Why were local authority schools being asked to pay for the signs? Officers stated that schools needing the signs would be prepared to pay for them.
5. There were fewer local authority schools. If the signs were free this would devalue them and schools were more able to afford them than the local authority.
6. Parish Councils were required to purchase the Community Speed Watch signs.
7. Schools had a responsibility for parking in the vicinity of the school.
8. Was it possible to set the time and day the signs came on? Officers stated that the signs operated on a similar system to the timing for a central heating system. The signs also used rechargeable batteries and these were the school's responsibility.
9. Proliferation of signs in the vicinity of a school could cause problems
10. This scheme should complement the School Safety Zones scheme to prevent the proliferation of signs and the school should to conduct a survey before the signs were erected.
11. Officers stated that it was proposed to test run the signs before they were installed. The signs were able to detect variable speed and monitoring procedures were in place.
12. Did the signs have a function that informed motorists not to drop off children? Officers stated that the signs had a function to inform motorists of this matter.
13. Officers stated that the wording on the signs could be changed to reflect local circumstances.
14. Who had responsibility for moving the signs? Officers stated that the school had responsibility for moving the signs and they were easy to move.
15. Was the battery power easy to check? Officers stated that the rechargeable batteries were easy to check and it was possible to use a mobile telephone for this purpose.
16. Could the signs be purchased on credit? Officers stated that this was being considered as an option by the supplier of the Community Safety Watch device and officers would discuss the same with the different supplier of the School Safety Watch device.
17. Was it possible for the signs to record historical data? Officers stated that it was possible for the signs to record historical data, including, amongst others, the time of day speeding occurred.
19. Were the signs vandal proof? Officers stated that the sign had a shatterproof facia over the leds. Vandalism such as spray painting could not be prevented.

Officers agreed to continue the test trials of the signs, they would take into consideration the comments made by the Committee and agreed to report their findings to a future meeting of the Committee.

RESOLVED

(a) That the comments made by the Committee and the responses of officers be noted.

(b) That officers report their findings from the test trials of the signs and consider the various comments raised by the Committee to a future meeting of the Committee.

8 HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE WORK PROGRAMME

The Committee received its Work Programme. Comments raised by the Committee included the following:-

(a) A meeting between the Committee and Network Rail was being investigated.
(b) The report on the CCTV Pilot Scheme for parking enforcement outside schools update would now be presented to the meeting on 23 January 2017, not 28 November 2016, as detailed in the report.
(c) The effects of the reduction in the cutting of verges would be considered when the Highways Asset Management Plan was considered on 12 September 2016. It was agreed that a copy of the report considered at the Council's budget meeting and a breakdown of each District Council's verge cutting programme should be sent to Councillor M Allan.

RESOLVED

(a) That the Committee's Work Programme be noted and updated accordingly.

(b) That officers send the necessary information in connection with the cutting of verges requested by Councillor Mark Allan.

The meeting closed at 11.30 am

Lincolnshire COUNTY COUNCIL
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Policy and Scrutiny

Open Report on behalf of Richard Wills, Executive Director for Environment and Economy	
Report to:	**Highways and Transport Scrutiny Committee**
Date:	**12 September 2016**
Subject:	**Highway Asset Management Plan**

Summary:

This item invites the Highways and Transport Scrutiny Committee to consider a report on the Highway Asset Management Plan. This is due to be considered by the Executive Councillor for Highways, Transport and IT on 19 September 2016. The views of the Scrutiny Committee will be reported to the Executive Councillor as part of his consideration of this item.

Actions Required:

1) To consider the attached report and to determine whether the Committee supports the recommendations to the Executive Councillor.

2) To agree any additional comments to be passed to the Executive Councillor in relation to this item.

1. Background

The Highway Asset Management Plan sets out the Council's highway maintenance policies, legal duties and standards. The document details any deviation from national guidance which is set out in "Well Maintained Highways - Code of Practice for Maintenance Management". The policy is in need of review in 2016 due to:

- Revisions to internal operating procedures as a result of budget pressures, including grass cutting, weed spraying and drainage cleansing frequencies.

- Amendments to some wording and formatting errors in the previous version of the plan.

The Executive Councillor for Highways, Transport and IT is due to consider the report on the proposed Highway Asset Management Plan on 19 September 2016. The full report to the Executive Councillor is attached at Annex A for consideration.

2. Conclusion

Following consideration of the report, the Committee is requested to consider whether it supports the recommendations in the report and whether it wishes to make any additional comments to the Executive Councillor. The Committee's views will be reported to the Executive Councillor.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Appendices

These are listed below and attached at the back of the report	
Annex A	Highway Asset Management 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 Paul Rusted, who can be contacted on 01522 553071 or paul.rusted@lincolnshire.gov.uk.

Lincolnshire COUNTY COUNCIL
Working for a better future

Executive Councillor

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

Report to:	**Councillor R G Davies, Executive Councillor for Highways, Transport and IT**
Date:	**19 September 2016**
Subject:	**Highway Asset Management Plan**
Decision Reference:	**I011808**
Key decision?	**Yes**

Summary:

The Highway Asset Management Plan sets out the Council's highway maintenance policies, legal duties and standards. The document details any deviation from national guidance which is set out in "Well Maintained Highways - Code of Practice for Maintenance Management". The policy is in need of review in 2016 due to:

1) Revisions to internal operating procedures as a result of budget pressures, including grass cutting, weed spraying and drainage cleansing frequencies.

2) Amendments to some wording and formatting errors in the previous version of the plan.

A copy of the proposed Highway Asset Management Plan is attached at Appendix 1 for consideration.

Recommendation(s):

That the Executive Councillor appoves the attached draft Highway Asset Management Plan at Appendix 1 including the revised maintenance frequencies to grass cutting, weed spray and drainage cleansing contained within.

Alternatives Considered:

1. The revision to the Highway Maintenance Plan and maintenance frequencies are not adopted. Lincolnshire County Council will continue with current policies, requiring additional funding in order to provide the resources needed to meet existing standards or the finding of savings from other areas of the Council's activities.

Reasons for Recommendation:

Approving the proposed revisions to the Highway Asset Management Plan should allow the County Council's operational plan to align with the agreed budget reductions for the financial year 2016/17. The current version of the Highway Asset Management Plan reflects the budgets set in 2015/16.

1. Background

1.1. July 2005 saw the release of Well Maintained Highways – Code of Practice for Maintenance Management. Well Maintained Highways sets out suggested standards to be used in highway maintenance policy and operation and the document is usually used as a reference point during legal claims. The Highway Asset Management Plan is therefore required to show Lincolnshire County Council's maintenance standards and where applicable any deviation of these standards from Well Maintained Highways. The plan includes levels of service such as highway inspections, grass cutting, gully cleaning and all maintenance duties the Authority is responsible for.

1.2. The plan has been thoroughly reviewed and consultation has taken place with all sections of the Council about the amendments to standards or codes of practice.

1.3. Following the budget review for 2016/17, it was necessary to find savings in revenue spending and it was agreed that one potential area to achieve this was in grass cutting programmes. Previously there were 3 safety cuts per year carried out, and operationally it was proposed to reduce this to 2 safety cuts for 2016/17. This operational change needs to be reflected in the changes to the policy, which is documented via the Highway Asset Management Plan.

1.4. As part of the 2016/17 budget review, it was proposed to reduce the weed control treatments from 3 times a year to once a year. This operational change needs to be reflected in the changes to the policy, which is documented via the Highway Asset Management Plan.

1.5. Also as part of the 2016/17 budget review, it was proposed to change drainage cleansing frequencies from 1 clean with a targeted second clean to 1 clean only. This operational change needs to be reflected in the changes to the policy, which is documented via the Highway Asset Management Plan.

1.6. Whilst providing savings, reductions in grass cutting frequencies were also suggested because there are environmental benefits and it is recognised that a reduction in 3 to 2 safety cuts will benefit Roadside Nature Reserves RNR. The Lincolnshire Wildlife Trust has been consulted and is supportive of this approach.

1.7. Whilst there are still 7 Amenity cuts scheduled throughout 2016, which means no changes to this part of the plan are required, it is proposed that Amenity cuts are stopped altogether from 2017/18. This would be reflected in an April 2017 update to the plan.

1.8. The Highway Maintenance Plan is used by all sections in the Directorate, as well as being used as a legal reference point during claims. A copy of the Plan is included with this report, together with a cover sheet which highlights the changes from the previous version.

Equality Act 2010

The Council's duty under the Equality Act 2010 needs to be taken into account by the Executive Councillor when coming to a decision.

The Council must, in the exercise of its functions, have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it: Equality Act 2010 section 149(1).

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding

Compliance with the duties in this section may involve treating some persons more favourably than others.

The relevant protected characteristics are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

A reference to conduct that is prohibited by or under this Act includes a reference to:

- A breach of an equality clause or rule
- A breach of a non-discrimination rule

It is important that the Executive Councillor is aware of the special duties the Council owes to persons who have a protected characteristic as the duty cannot be delegated and must be discharged by the Executive Councillor. The duty applies to all decisions taken by public bodies including policy decisions and decisions on individual cases and includes this decision.

To discharge the statutory duty the Executive Councillor must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process.

The Equality Act has been taken into account in this instance. The change in policy is considered to have no impact.

Child Poverty Strategy

The Council's Child Poverty Strategy has been taken into account. Child poverty is one of the key risk factors that can negatively influence a child's life chances. Children that live in poverty are at greater risk of social exclusion which, in turn, can lead to poor outcomes for the individual and for society as a whole.

In Lincolnshire we consider that poverty is not only a matter of having limited financial resources but that it is also about the ability of families to access the means of lifting themselves out of poverty and of having the aspiration to do so. The following four key strategic themes form the basis of Lincolnshire's Child Poverty strategy: Economic Poverty, Poverty of Access, Poverty of Aspiration and Best Use of Resources.

The Strategy has been taken into account in this instance but the subject matter of this decision is considered to have no impact on child poverty.

Joint Strategic Needs Assessment (JSNA)

The Council must take into account the JSNA when exercising its functions

The effect of revisions to the Highway Asset Management Plan on the JSNA has been considered and deemed to have no impact.

Health & Well Being Strategy

The Lincolnshire Health & Well Being Strategy must be taken into account by the Council when exercising its functions.

The new Highway Maintenance Policy should not lead to a change in the safety of the highways in Lincolnshire, but could be deemed to impact the visual quality of the highway network. This should not have an impact on the health and general wellbeing of the population.

2. Conclusion

It is therefore proposed that a recommendation is given to approve the revisions to the Highway Asset Management Plan and the revised maintenance frequencies covered by the document.

3. Legal Comments:

The Council has the power to make the changes to the document proposed. The decision is consistent with the Policy Framework and within the remit of the Executive Councillor if it is within the budget.

4. Resource Comments:

The activities set out in the Highways Asset Management Plan as recommended, can currently be met from within the currently approved 2016/17 budget for this service. Any future reductions or changes to this budget, may require the activity level set out in the plan to be reviewed.

5. Consultation

a) Has Local Member Been Consulted?

n/a

b) Has Executive Councillor Been Consulted?

Yes

c) Scrutiny Comments

The report will be considered by the Highways and Transport Scrutiny Committee at its meeting on 12 September 2016. Any comments from the Committee will be presented to the Executive Councillor for consideration when taking the decision.

d) Policy Proofing Actions Required

n/a

6. Appendices

These are listed below and attached at the back of the report	
Appendix 1	Highway Asset Management Plan (Issued September 2016)
Appendix 2	Summary of Changes to HAMP

7. 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 Paul Rusted, who can be contacted on 01522 553071 or paul.rusted@lincolnshire.gov.uk.

HIGHWAY ASSET MANAGEMENT PLAN

Issued September 2016

Contents

1. Introduction and Policy

1.1 Introduction

i. The purpose of this document is to define Lincolnshire County Council's (The Council) policies and methods for maintenance of the County Road Network. This will examine standards in relation to the Well Maintained Highways – Code of Practice for Highway Maintenance Management (July 2005) and how Lincolnshire County Council aims to deliver its standards.

Cross references to the Code of Practice and other documents are shown in the right hand margin throughout the document. Recommended Standards from Well Maintained Highways are shown cross referenced against Lincolnshire County Councils actual standards. Any deviations from these national guidelines are explained.

ii. This document aims to provide an overview. For more detailed information refer to Well Maintained Highways – Code of Practice for Highway Maintenance Management (July 2005 updated September 2013).

iii. Prior to 1994 many maintenance policies had not been documented and many standards were based on historic practice rather than current needs and resources. In 1994 the Highway Maintenance Plan was written and, over the following years, has under gone many revisions. With the introduction of the Best Value initiative and The Asset Management Plan the plan has been subject to major review.

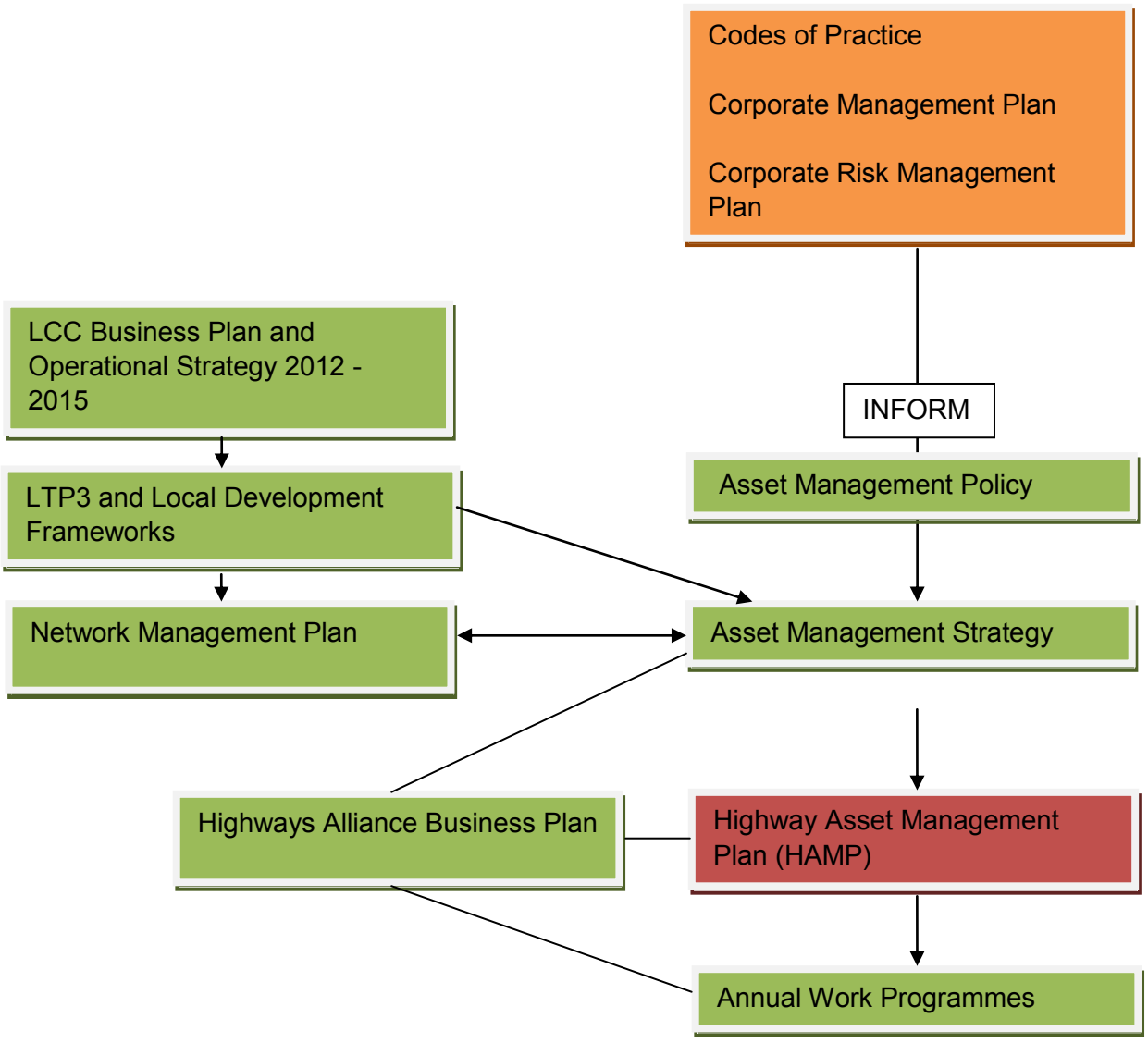
iv. The framework and recommendations set down in this plan are taken from the document, Well Maintained Highways – Code Practice for Highway Maintenance Management which was published in July 2005. This Document is published by The UK Roads Liaison Group and is recommended by Department of Transport, ADEPT (formally County Surveyor's Society) and the Local Government Association through the UK Roads Board. This Document supersedes Delivering Best Value in Highway Maintenance (July 2001) and the "Highway Maintenance- A Code of Good Practice" which was published in 1989. This Plan is a key element in implementing the recommendations proposed by the new code of practice.

v. The plan references the Highways Maintenance Efficiency Programme (HMEP) which is a Department for Transport (DfT) funded, sector-led transformation programme. HMEP provides tools and resources to help manage the transformation of delivery of roads and services through greater efficiencies. Where possible, Lincolnshire has aligned itself with this programme in an effort to improve the condition of the road network through a sound asset-management based approach to highway maintenance.

vi. The Department for Transport (DfT) has announced its local highways maintenance capital block funding from 2015 – 2021 as part of the National Infrastructure Plan. Lincolnshire County Council will have an opportunity to secure additional funding on an "incentive basis", dependent on its pursuit of efficiencies and use of asset management. This plan complements Lincolnshire County Council's Transport Asset Management Plan (TAMP), demonstrating policies and procedures which pursue efficiency and asset management.

1.2 Links to Other Plans

The Highway Maintenance Plan links to other Council plans as illustrated below:



1.3 Policies

The maintenance programme is divided into four main policy areas:

- Structural
- Environmental
- Safety
- Winter

General policies are set out below dealing with needs assessment, standards and quality. Specific policies and standards are detailed in the relevant section of this document. Winter service is covered separately in the Winter Maintenance Plan.

1.4 General

HM1	The allocation of highway maintenance resources will normally be achieved by assessing needs objectively and using the Council approved standards based upon the principals of sound Asset Management.	**4.3**
HM2	Maintenance programmes and activities will allow some limited flexibility to respond to the local needs of Lincolnshire's road users, including pedestrians, cyclists and public transport operators and elected members.	
HM3	Regular highway inspections will be undertaken to identify defects and plan maintenance work.	**4.1 to 4.25**
HM4	Maintenance standards will reflect the role of the individual categories within the carriageway and footway hierarchies. The highest standards will apply to the strategic road network (carriageways), main shopping/busy urban areas (footways) and Historic/Tourist areas (for example Lincoln, Stamford and Skegness).	**3.4 to 3.7**
HM5	The specification for and supervision of highway maintenance works will aim for a high quality consistent with European and British Standards, other National Codes and the Councils Maintenance Design Manual.	
HM6	Cost effective maintenance programmes and treatments will be developed and implemented recognising the importance of whole life costing where appropriate.	
HM7	The County Council will co-operate with District and/or Parish Councils in combining works programmes and entering into agreements, where this will provide a better service.	
HM8	In conservation areas highway features and surfaces will be designed and maintained to preserve or enhance the character	**Manual for Streets**

and appearance of the street scene and minimise visual intrusion. Wherever possible, opportunities will be explored to seek external funding for the extra costs involved.

HM9 The County Council will promote and actively encourage the maximum practicable use of secondary/recycled materials in road construction and maintenance schemes, where it is the responsible authority.

1.5 Structural

HM10 In allocating resources for carriageways and footways, priority will be given to works that contribute the most to preserving the structure of the highway network.

HM11 The disaggregation of the carriageway structural maintenance budget will be based upon SCANNER (Surface Condition Assessment of the National Network of Roads) condition data for the classified road network and CVI (Coarse Visual Inspection) condition data for the unclassified road network from the Highway Asset Management System.

HM12 The disaggregation of the footway structural maintenance budget will be based on inventory data from Confirm/SCANNER maintenance management system.

HM13 The disaggregation of the non-structural maintenance budget between geographical areas and between different highway hierarchy will be based on inventory data from the Confirm asset management system.

HM14 Surface dressing and other surface treatments will be given priority for resources where such treatments restore sub-standard skidding resistance or are cost effective in reducing future maintenance requirements. **4.3** **4.4** **4.5**

HM15 Structural maintenance works on bridges, culverts and other important highway structures will be given a priority within a 5 point scale from low to very urgent. Position within a range will depend upon the severity of the identified defects and the operational, financial and safety consequences of delaying remedial works. **4.6**

1.6 Environmental

HM16 Maintenance treatments and operations will take account of environmental factors seeking to minimise environmental damage and protect wildlife habitat.

HM17 Operational procedures and budgets for environmental maintenance and other cyclic activities will be based upon highway inventory data from the Confirm/SCANNER system, frequency standards and contract rates.

1.7 Safety

HM18	Street lighting will be operated throughout the hours of darkness with maintenance programmes designed to minimise the number and duration of faults.	**4.8** **4.9** **4.10** **4.12**
HM19	Traffic Signals will be operated with maintenance programmes designed to minimise the occurrence and duration of faults.	**4.11** **4.12**
HM20	Signs/ Markings/Studs will be maintained on a priority basis determined by the results of routine condition inspections.	

1.8 Winter

A separate Winter Maintenance Plan has been produced and holds all relevant information for this service. Information included is as follows:

- Policy
- Responsibilities
- Precautionary and Secondary Salting
- Snow Clearance
- Footway Clearance
- Winter Maintenance Contacts

2. Legal Framework

2.1 Duty of Care for Highway Maintenance

The Authority has a general duty of care to users of the highway to maintain the highway in a condition fit for its purpose. All decisions taken will uphold this principle, be they policy, priority, budgetary, programming or the implementation of highway maintenance works.

2.2 Powers and Duties for Highway Maintenance

- The Highways Act 1980
- The Local Authorities (Transport Charges) Regulations 1998
- The New Roads and Street Works Act 1991
- Traffic Management Act 2004

2.3 Related Powers and Duties

The following is a list of Acts, which refer duties and standards for wider issues on the highway network.

- Road Traffic Regulations Act 1984
- Traffic Signs and General Directions 2002
- Road Traffic Act 1988
- Road Traffic Reduction Act 1997
- The Transport Act 2000
- Wildlife and Countryside Act 1981
- The Environmental Protection Act 1990
- The Noxious Weeds Act 1959
- Rights of Way Act 1990
- Countryside and Rights of Way Act 2000
- The Railway and Transport Safety Bill 2003
- Disability Discrimination Act 1995
- The Ragwort Control Act 2003

2.4 Local Government Act 1999 and Best Value

The Local Government Act 1999 puts forwarded the general duties of Best Value. The following points must be taken into consideration:

- Statutory basis Local Government Act 1999
- Best Value Performance Plans
- Reviews of all services on five year cycle
- Statutory Inspection by Audit Commission
- Statutory Framework of Best Value Performance Indicators

2.5 Risk Management

All highways assessments, inspections and surveys should be established with a clear understanding of the risks and consequences involved.

Risk Management should address the following crucial issue which could affect users of the Network and employees:

- Safety of the network and liability for accident
- Asset loss or damage
- Service failure or reduction
- Operational
- Environmental
- Financial
- Contractual
- Reputation
- Risk Register

2.6 Health and Safety

The Health and Safety at Work Act 1974, together with the Construction (Design and Management) Regulations 2014 instructs the Local Authority to carry out work in a safe manner and establish arrangements for the management of construction works.

All staff involved in the planning, management and delivery of highway services will receive appropriate training and will be regularly updated in health and safety requirements.

2.7 Management and Records Systems

All records and information maintained by the Authority will be accurate and effectively managed. This will not only help to manage the service, but also to defend the Authority against alleged failure to maintain the network.

Various Highway Advice Notices (HAT's), Departmental Policy Documents (DPDs) and Good Practice Guidelines detail the procedures that will be adhered to ensure the effective management of records relevant to highway maintenance.

The QMS (Quality Management System) has been implemented for the effective management of documents and records, which structures areas to complement the layout of Highways Structure and contains links to other areas, HATs and DPDs.

3. Strategy and Hierarchy

3.1 Principles and Objectives of Highway Maintenance Strategy

Highway Maintenance in Lincolnshire is, as far as is reasonably practicable, undertaken by means of a systematic logical approach based upon recognised principals of Asset Management. The principles of this strategy are:

- To deliver the statutory obligations of the authority.
- To be responsive to the needs of the community and users.
- To provide effective management to preserve or enhance the highway network asset.
- To support highway network management strategy and integrated transport objectives.
- To support and add value where possible to wider policy objectives.

3.2 Components of Highway Maintenance Strategy

i. The foundations for Lincolnshire's maintenance Strategy are:

- A detailed Inventory of components of the network asset.
- A detailed hierarchy for elements of the network.
- A robust framework of policies.
- Defined objectives and actions plans from Best Value Reviews.
- Risk Register

ii. Asset Management Strategy

The development of a Highway Asset Management Plan (HAMP) to show the Authority is delivering value when maintaining highways as well as addressing wider objectives of corporate strategy, transport policy and value for money has been undertaken by the Directorate.

The HAMP will be a key component of the Asset Management Strategy and will include such items as:

- A set of objectives and policies linked to business objectives.
- An asset or inventory register.
- Maintenance strategies for the long term based on sustainable use of physical resources and whole life costing.
- An identification of future funding requirements to maintain required level of service.
- Managing risk of failure or loss of use
- Development of co-ordinated forward programme for highway maintenance, operation and improvement
- Measurements of performance and continuous improvement.

iii. HMEP

- HMEP (Highways Maintenance Efficiency Programme) is a sector-led transformation programme, sponsored and funded by the Department for Transport. It is designed to maximise returns from highways investment and help to improve efficiency and effectiveness of the local highways sector which it is aimed at.
- HMEP has developed a series of products to inform highways authorities of examples of best practice and recommendations which should lead to an improved highway maintenance service and better value for money for taxpayers.

- Lincolnshire County Council will adopt, where affordable, recommendations which add value to current practices.
- The pothole review and asset management guidance products produced by HMEP both recommend that authorities should employ an asset management approach. The principle "prevention is better than cure" in determining the balance between structural, preventative and reactive maintenance activities has been embraced by Lincolnshire County Council. This philosophy should improve the resilience of the highway network and minimise the occurrence of potholes in the future, informing the risk-based approach to response times in a move to "first-time fixes" to highway defects.
- The Department for Transport has indicated that around 20% of funding for local highways authorities will be reliant on an ability to demonstrate an engrained approach to asset management and efficiency advised by HMEP. This includes a move away from reactive to proactive maintenance.

iv. The majority of Lincolnshire's highways network assets are recorded in detail and are widely available through the use of the corporate/directorate systems such as "Map Info" Geographical Information System (GIS), Confirm, "MayRise" (street lighting), Structures database, Traffic Signal database and the Traffic Signs database.

v. It is recognised that Lincolnshire is very diverse in terms of its distribution of population. Population densities range from Lincoln City, Boston and Grantham through the large market towns such as Louth, Spalding, Stamford and Gainsborough, to small villages and large, sparsely populated, rural areas.

Defined Towns

Those towns defined within the Lincolnshire Structure Plan (1998). Refer to Appendix D – Urban Area Plan

Alford	Horncastle	Spalding
Boston	Lincoln (inc North Hykeham)	Spilsby
Bourne	Long Sutton	Stamford
Caistor	Louth	Sutton Bridge
Crowland	Market Rasen	Sutton on Sea
Gainsborough	Mablethorpe	Tattershall/Conningsby
Grantham	Skegness	The Deepings
Holbeach	Sleaford	

3.3 Network Hierarchy

i. Lincolnshire is a large and sparsely populated county with a greater than average length of road per head of population. The length of the road network is 9,000 km of carriageway. The network also comprises 3,643 Km, of footway. Clearly it is not practicable to develop and maintain the whole of the road network to the same standards.

ii. The County Council has therefore designated a hierarchy of road types with each highway link being allocated to one of these types. The types reflect the roles of different roads.

There are also separate hierarchies for footways and cycle-ways based upon these principles.

3.4 Carriageway Hierarchy

Local Standard	National Standard
Hierarchy Type 1 **The major long distance, inter-urban routes which either:** – **Provide a network of routes for traffic passing through the county,** – **Link major urban areas (over 8000 population) to areas outside the county** **Particularly for long distance through industrial and commercial traffic.**	**Category 2 - Strategic Route** Trunk and some Principal "A" roads between Primary Destinations Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.
Hierarchy Type 2 **The remaining inter-urban routes of more than local importance by virtue of their role in handling substantial flows of long distance traffic between:** – **Adjacent towns within the county.** – **Lincolnshire towns near the county boundary and nearby centres of populations in adjacent counties.** ***Hierarchy 1 and 2 roads comprise the County's strategic road network***	**Category 3a - Main Distributor** Major urban and Inter-Primary links. Short to medium distance traffic. Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40mph or less, parking is restricted at peak times and there are positive measures for pedestrian safety.
Hierarchy Type 3 **Local roads which provide a good quality connection between the main settlements (population of 500 plus) to the Type 1 and 2 Roads, including rural bus routes and links to major HGV**	**Category 3b – Secondary Distributor** Classified Road (B and C class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions

generators.	In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built areas these roads have 30 mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On-street parking is generally unrestricted except for safety reasons.
Hierarchy Type 4 **Minor rural roads, which link the smaller villages and settlements to the 1, 2 or 3 roads.** **The remaining roads whose main purpose is to provide access to residential properties.**	**Category 4a - Link Roads** Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two way traffic. In urban areas they are residential or industrial inter-connecting roads with 30 mph speed limits random pedestrian movements and uncontrolled parking. **Category 4b – Local Access Road** Roads serving limited numbers of properties carrying only access traffic. In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGVs. In urban areas they are often residential loop roads or cul-de-sacs.
Hierarchy Type 5 **Minor rural roads, which serve a very limited number of properties or provide access to agricultural land.**	**Category 4b – Local Access Road** Roads serving limited numbers of properties carrying only access traffic. In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGVs. In urban areas they are often residential loop roads or cul-de-sacs.

3.5 Footway Hierarchy

Local Standard	National Standard
Type 1 – Primary Walking Routes – **Footways in the main shopping street of the urban areas of towns listed in the structure plan** – **Pedestrianised shopping streets in the urban areas of towns listed in the structure plan.** ***Note: Type 1 status will not be extended beyond the main shopping street area merely because there are other shops or a proliferation of public buildings etc. outside the main shopping centre.***	**Category 1 – Primary Walking Routes** Busy urban shopping and business areas and main pedestrian routes.
Type 2 – Secondary Walking Routes – **Footways along main pedestrian routes just outside the main shopping area but within the central areas of towns listed in the structure plan.** – **Local shopping streets in settlements not listed in the structure plan where there is a linear shopping development to 10 retails units or more within a 100 metre length.** – **Footways remote from the carriageway linking main shopping streets (Type 1) to other areas e.g. pedestrian access to car park etc.**	**Category 2 – Secondary Walking Routes** Medium usage routes through local areas feeding into primary routes, local shopping centres etc.

Type 3 – Link Footways **Linking local access footways through urban areas and busy rural footways.**	**Category 3 – Link Footways** Linking local access footways through urban areas and busy rural footways.
Type 4 – Local Access Footways **Footways associated with low usage, for example estate roads to the main routes, cul-de-sacs, adjacent to local access roads and rural footways between villages.**	**Category 4 – Local Access Footways** Footways associated with low usage, short estate roads to the main routes and cul-de-sacs.

3.6 Cycle Hierarchy

Local Standard	National Standard
Type 1 **Cycle lanes forming part of the carriageway.**	**Category A** Cycle lane forming part of the carriageway, commonly 1.5 metre strip adjacent to the nearside kerb. Cycle gaps at road closure point (no entries allowing cycle access)
Type 2 – **Shared segregated cycle / pedestrian facilities** – **Shared unsegregated facilities in urban areas**	**Category B** Cycle track, a highway route for cyclists not contiguous with the public footway or carriageway. Shared cycle/pedestrian paths, either segregated by a white line or other physical segregation, or un-segregated.
Type 3 **Shared unsegregated facilities in rural areas and other cycle tracks that are not contiguous with the public footway or carriageway.**	**Category C** Cycle trials, leisure routes through open spaces. These are not necessarily the responsibility of the highway authority, but may be maintained by an authority under other powers and duties.

4. Asset Inspections, Surveys, Assessments and Recording

4.1 Importance of Inspection, Surveys, Assessments and Recording Regime

i. The establishment of an effective regime of inspection, assessment and recording is the most crucial element of highway maintenance. The characteristics of the regime, including frequency of inspections, items to be recorded and nature of response are defined following an assessment of the relative risk.

ii. All elements of the inspection and assessment regime are applied systematically and consistently. This is particularly important in respect of network safety, where information is critical in the case of legal proceedings. It is important to recognise however that all information recorded, even if not primarily intended for network safety purposes, may have consequential implications for safety and may therefore be relevant to legal proceedings.

4.2 Safety Inspections

i. Safety inspections are designed to identify defects that are likely to create a safety issue to users of the network. Such defects will be made safe as soon as reasonably practicable, and in any case within the timescales detailed in Appendix B. If in the opinion of the inspecting officer a defect not detailed in Appendix B is so significant as to constitute a safety issue this will be recorded and acted upon within 24 hours.

ii. Safety inspections on carriageways and footways are carried out at varying frequencies dependent upon their hierarchy type. Deviations from National Guidance Standard have been made due to the nature, extent and usage of the highway network in Lincolnshire. It is considered that the local frequency of inspections will provide the required level of safety for the users of the network.

Safety inspection frequencies are as follows:

	Lincolnshire County Council Standard	**National Guidance Standard**
Carriageways		
Hierarchy 1	12 per annum	12 per annum (Cat 2)
Hierarchy 2	4 per annum	12 per annum (Cat 3(a))
Hierarchy 3	4 per annum	12 per annum (Cat 3 (b))
Hierarchy 4 and 5	1 per annum	4 per annum (Cat 4(a))/1 per annum (Cat 4(b))
Footways		
Hierarchy 1	12 per annum	12 per annum
Hierarchy 2	4 per annum	4 per annum
Hierarchy 3	4 per annum	4 per annum
Hierarchy 4	1 per annum	1 per annum
Cycleway		
Type 1	As for carriageway	As for carriageway
Type 2	As per footway inspection	2 per annum
Type 3	1 per annum	1 per annum

iii. Deterioration identified at the time of the safety inspection shall be noted in relevant detail by the inspecting officer. These defects will be recorded within the annual condition inspection and information will be prioritised and used to formulate future programmes.

4.3 Carriageway Surveys

i. Machine Surveys

Three types of machine surveys are carried out on a regular basis. The objectives of these surveys are:

- To identify lengths of road needing further investigation and possibly subsequent treatment.
- To produce an annual review of the performance.

These surveys are:

1. Deflectograph	These surveys measure the structural integrity of the carriageway. The results provide an estimate of its residual life and are a crucial component when assessing structural maintenance requirements. Deflectograph is a valuable tool and is in line with national guidance.
2. SCRIM (Sideway-force Coefficient Routine Investigation Machine)	SCRIM results are used to identify lengths of road with poor skidding resistance. SCRIM surveys are carried out in accordance with HAT 60/1/09. SCRIM is in line with national good practice.
3.SCANNER Surveys (Surface Condition Assessment of the National Network of Roads)	SCANNER surveys are mandatory requirement for reporting of Data Topic 130-01 (formerly NI 168/ BVPI 223), "Condition of principal roads" and Data Topic 130-02 (formerly NI 169/BVPI 224a) "Condition of non-principal classified roads". These surveys are undertaken by a specialist vehicle at traffic speed. The survey collects data on transverse and longitudinal profiles, texture and cracking of carriageway. The information is both reliable and repeatable giving a consistent survey.

ii. The following programme is being used to regulate the frequency of surveys undertaken:

SCANNER Surveys	
'A' roads –.	100% of the network in one direction or 50% of the network in both directions each year
'B' roads –	100% of the network in one direction each year.
'C' roads –	50% of the network each year (in one direction).

CVI Surveys	
Unclassified roads	25% per year on a 4 year rolling program.

iii. Visual Condition Assessment Surveys

The condition of carriageways is monitored by means of SCANNER and CVI surveys and an accredited UKPMS pavement management system.

CVI Survey	CVI surveys are a fast and efficient way of covering large areas of the network. CVI surveys are carried out from slow moving vehicle. They record lengths which have consistent

	defects rather than a detailed measurement of individual defects.
	CVI survey data is collected using UKPMS accredited data capture software. Inspectors are trained in house at Lincs Laboratory in accordance with the UKPMS Visual Survey Manual. All inspectors are accredited.
	CVI surveys are undertaken by Lincs Laboratory. A 5% sample self-audit is undertaken to ensure quality and consistency of data. The results of these audits are recorded and analysed in order that any trends can be identified and retraining undertaken if necessary.

iv. The following programme is being used to regulate the frequency of surveys undertaken:

Deflectograph Surveys
All single carriageway Hierarchy Type 1 and 2 roads are covered on a 5 year rolling programme.
On dual carriageways with a residual life of 10 years or more it is generally omitted from the next survey cycle.

SCRIM Surveys
All Hierarchy Type 1 and 2 roads are covered on a 3 year rolling programme.

SCANNER Surveys	
'A' roads –.	Covered by a two year rolling programme with 100% of the network in one direction.
'B' roads –	Covered by a two year rolling programme with 100% of the network in one direction each year.
'C' roads –	Covered by a four year rolling programme with 50% of the network in one direction each year.

CVI Surveys	
Unclassified roads	25% per year on a 4 year rolling programme.

vi.

vii. he Asset Management Team are responsible for producing plans for the Area Highways Teams showing the results of SCANNER, CVI and deflectograph surveys to assist them to target and prioritise maintenance in their areas.

v. Condition of Carriageway

The condition of carriageways is monitored by means of SCANNER machine and CVI surveys and an accredited UKPMS pavement management system.

Plans are produced by Highways Infrastructure Commissioning annually, for Area Highways Managers to assist in the targeting of maintenance resources. These plans are based upon the results of the UKPMS survey data and indicate the sections that are approaching and exceed the condition indices for:

- Data Topic 130-01 (formerly NI 168/ BVPI 223), “Condition of principal roads”
- Data Topic 130-02 (formerly NI 169/BVPI 224a) “Condition of non-principal classified roads”.
- GC:HT:05 (formerly BVPI 224b) “Condition of unclassified roads”

Local targets are set for each Area Highways Manager with an aim to improve our overall Performance Indicator. A six monthly monitor is reported to check progress of these targets.

vi. The Asset Management Team are responsible for producing plans for the Area Highways Teams showing the results of SCANNER, CVI and deflectograph surveys to assist them to target and prioritise maintenance in their areas.

4.4 Footway Surveys

i. The condition of footways is monitored by means of FNS (Footway Network Surveys) and DVI (Detailed Visual Inspection) surveys and an accredited UKPMS pavement management system.

ii. FNS surveys record defects in four categories:

- As new
- Aesthetically impaired
- Functionally impaired
- Structurally impaired

FNS is a relatively new survey which was introduced

onto the Lincolnshire Network in 2012. All Hierarchy 1, 2 and 3 Footways have been surveyed to establish a base line position and a programme will be developed for the Hierarchy 4 network for 2013.

The Asset Management Team are responsible for providing data to the Area Highways Teams on the condition of footways.

iii. DVI surveys are carried out in 20 metre lengths and records accurately the position and defect type in that area. This gives a much more detailed survey than the FNS. DVI surveys are carried out when more detailed information is required to support and validate a treatment decision or identify a scheme (supplementing the FNS data). Also DVIs are used on a cyclic basis on footway (Type 1 and 2) in accordance with the requirements of BVPI 187.

iv. Securing continuous improvement in the safety and serviceability of footways, in particular network integrity is a necessary component for encouraging walking as an alternative to the private car, particularly for journeys of up to two miles in urban areas.

v. Priorities for footway maintenance must ensure that opportunities are taken to aid social inclusion particularly improving accessibility for older and disabled people and also the use of prams and pushchairs. This will include the provision of dropped kerbs in suitable locations and textured paving adjacent to crossing points.

vi. Although ensuring the safety of footways for users will be a priority, in some cases the presence of highway trees may compromise the provision of footway surface regularity. The radical treatment or complete tree removal necessary to ensure surface regularity may not be possible or desirable and therefore reduced standards of surface regularity may be a more environmentally acceptable and sustainable outcome.

vii. Maintenance requirements for public rights of way are not covered by this plan.

4.5 Condition of Cycleways

i. No formal inspections are carried out on Cycleways.

ii. The Directorate have produced a comprehensive guide to new cycleway provision entitled “Providing

for Cyclists (May 2003)". This document gives comprehensive advice on the consideration of factors pertaining to the needs of cyclists as vulnerable road users and the standards that will be applied to the various categories of cycle track provision.

iii. Cycle track provision within the county has increased significantly since the implementation of the Local Transport Plan through the Community Travel Zone Initiative and Rural Priority Initiative. Therefore the majority of cycling provision is of relatively new stock and maintenance is yet to become a significant issue. However it is recognised that maintenance standards for these facilities will be established quickly in order to provide guidance to divisional staff and to ascertain the financial commitment, in terms of the future maintenance costs.

iv. Currently the standards for cycleways match those of the footway or carriageway over which they exist.

4.6 Structures Inspection

i. Structures include bridges, footbridges, subways, culverts, gantries and retaining walls. Structures inspections exclude all drainage that is defined as a pipe with a diameter or span less than 600mm.

The County Council policy is to generally abide with the National Code of Practice, 'Management of Highway Structures, A Code of Practice', dated September 2005. The main changes relate to inspection cycles, and in particular the frequency of Principal Inspections of bridges with spans less than 5m which are subjected to a risk assessment. The inspection cycles are summarised in the Table 2 below.

At present all structures on County Roads are inspected on a regular basis, including those not in the ownership of the County Council, on the basis of a duty of care. Structures not owned by the County do not receive Principal Inspections but receive General Inspections. Inspections are divided into three categories:

1. General	A visual inspection of representative parts of the structure. These are carried out on all structures regardless of ownership
2. Principal	A close inspection (within 1m) of all visible parts of the structure. Specialist access equipment may be required in some cases. Carried out on all County owned structures with a span greater than or equal to 5m. Structures with spans less than 5m will be subject to a risk assessment.
3. Special	These include a programme of bridges to be monitored following an assessment failure or where there is some on-going movement. In addition there is a programme of diving inspections where structures are known to be at risk from the effects of scour.

Table 1

The frequency of these inspections are listed below:

Structure Type	**Inspection Type**	**Classification**	**Cycle**
Culverts	General	All	2 years
Bridges & Miscellaneous	General	All	2 years
Bridges & Miscellaneous	Principal	Span>5m	6 years
Bridges & Miscellaneous	Principal	Span<5m	Subject to risk assessment
Bridges & Miscellaneous	Special	All	Subject to risk assessment
Retaining Wall	General	Ret Ht.>1.37m	6 years

Table 2

ii. Dedicated, experienced bridge inspectors inspect the county bridge stock including safety fencing intended to prevent direct impact with the end of parapets.

iii. It is required that all structures are maintained to a sufficient sound structural condition to serve the purpose it was designed for and not to pose a danger to road users or pedestrians.

iv. Recommendations from inspections, reported defects or accident damage will be acted upon and safety measures implemented where there is risk to the road user, pedestrians or property. The risks will include the potential consequences of flooding.

v. Accident damage (generally parapet damage), which is deemed a risk to the road user or pedestrian, will initially be signed and guarded as soon as practicable until permanent repairs can be undertaken.

4.7 Condition Inspections of Safety Fences and Barriers

i. All steel beam safety fences will be inspected at the intervals in the table below:

Steel beam safety fence	Inspection every five years for mounting height, surface protective treatment and structural condition.
Tensioned safety fence	Tensioning bolts should be checked and reset to correct torque every two years.

Pedestrian guard rails, boundary fences and environmental barriers will be inspected in respect of integrity during the course of a condition inspection. (The general condition of timber guard rails, not associated with a structure, will be checked each year in conjunction with condition inspections.)

ii. It is required that all safety fence be maintained to a sufficient sound structural condition to serve their purpose and not to be a danger to road users or pedestrians. All damaged sections of safety fence will be treated as a Category 1 defect and made safe (signing and guarding) within 24 hours unless the damage is superficial and there is no loss of integrity.

4.8 Street Lighting Inspections

i. The regime of street lighting inspection is in accordance with the budget priorities set out in 2011 (core offer review) and the one man working proposal for street lighting. This forms part of an asset management strategy intended to reduce cost, stay within the law and apply common sense. They comprise:

- Immediate attention to any damage or defects which could result in exposed electrical conductors, unsafe lighting column structures or components hanging loose of by its wires that is liable to fall to the ground.
- Night time patrols to identify unlit lamps.
- Repair of faulty lights
- Routine maintenance inspections and electrical tests.

Inspection frequencies:

Night time patrols	Every 4 weeks.
Lantern internal and external	Lantern cleaning is coincidental with routine maintenance inspections.
Routine maintenance	The routine maintenance frequency is commensurate with the core offer and is six years. A general condition inspection of the whole unit is carried out at the same time and the lamp is changed if appropriate.
Electrical and structural testing	Upon commissioning, Street Lighting units are electrically tested in accordance with BS7671 and periodically tested at routine maintenance intervals. Street lighting cable networks will have their electrical earth loop impedance tested at each exit point. Structural defects are noted at the time of routine maintenance. Further non -destructive structural testing may be necessary.
Response to faults	Emergencies are defined in paragraph iv below. The response time is "within 2 hours". Lamp failure or similar non urgent faults are attended in accordance with schedule iv below. Electricity supply faults are restored by the electricity company, the service level is twenty one working days from the time the fault is notified to the Electricity Company to the date when the electricity company advise that the supply has been restored

ii. As far as reasonably practicable there is a need to maintain streetlights and illuminated signs to ensure that they are electrically safe, structurally sound, random lamp failures are minimised and to maintain the lumen output of the lamps. The following regime has been adopted in accordance with the core offer.

Bulk Lamp Change Cycles Table:

Lamp Type	Description	Bulk Change Interval	
		Expected burning hours	Bulk change Interval
Low Pressure Sodium	SOX+, SOX PSG, SOX HF, SOXE 35w and 55w	16,000	25,000
Low Pressure Sodium	90 w, 135w, 180w	12,000	25,000
LED	Light emitting Diode	60,000	60,000
High Pressure Sodium	SONT, SONE,	16,000	25,000

	SONI, SONC, PIA		
Low Pressure Mercury	MCF/E	12,000	25,000
Compact Fluorescent	PLT PLL PLS	12,000	25,000
Subway Installations	LED	60,000	60,000
Cosmopolis	COP	16000	25,000

iii. Routine Maintenance for Street Lighting consists of inspection, cleaning, lamp change where applicable, visual structural inspection, reporting and electrical testing.

iv. Defects are classified as Category 1A, Category 1B, Category 2 or Category 3. These are as follows:

Category 1A Emergency Defects: attend within 2 hours.

These defects are defined as electrical, structural or lighting defects that present an immediate danger to the highway user. 'Accident damage/vandalism where live cables/voltage may be exposed or cause a cause a column to become live'?

The following are as classified as emergency defects attend within 2 hours;

(a) Accident damage/vandalism where live cables/voltage may be exposed or cause a column to become live.

(b) Doors open or missing from street lighting columns, illuminated signs or feeder pillars and wires are exposed.

(c) Lighting point structural defect caused by, RTA, vandalism or bad weather conditions.

(d) Call out by the police to a road traffic accident

(e) Column or illuminated sign post collapse or in imminent danger of collapse

Category 1B Defects: next working day response.

These defects that require attention where there is no immediate danger; Respond next working day from contractor's receipt of notification.

(a) Doors open or missing from street lighting columns, illuminated signs or feeder pillars no wires

exposed.

(b) Illuminated traffic bollard down or missing.

(c) Lanterns on street lighting Columns or illuminated signs hanging by the supply cable.

(d) Lantern Bowl hanging.

Category 2 Defects: non routine repairs.

(a) Repairs are scheduled into routes and reports of failures are dealt with on the next scheduled visit to the area. Each repair route is visited every two weeks. The average time for repair is 5 working days from the time and date that the contractor receives notification.

(b) Permanent replacement of “knocked-down” accident damaged equipment is replaced in accordance with the term contract processes. The normal procurement period is 90 days from when the contractor receives the order. National Guidance is for installation of a complete unit of apparatus to be completed within 20 working days (“Well Lit Highways”) Lincolnshire County Council’s 90 day response is a deviation due to the term contract processes.

Category 3 Defects: repair or report within 24 hours of the contractor's receipt of an instruction.

Category 3 defects are those which are less serious than an emergency and in the case of lighting faults it would be un reasonable to expect the job to be serviced during the hours of darkness.

(a) Both lights on a set of Belisha Beacons inoperative.

(b) A bowl missing from a Belisha Beacon.

(c) All lighting out on normally lit street of three or more.

(d) Five or more consecutive lights out on a road.

(e) A request for service that comes from within the Council as a result of an action request or Members Enquiry.

(f) Any reasonable request by the Council that requires a fast response.

(g) Both flashing lights on a single post of a school patrol inoperative.

(h) Both lens of school flashers broken

(i) Regulatory sign missing or facing in the wrong direction.

v. Cleaning and inspection of street lighting units coincide with the 6 year routine maintenance intervals.

Cleaning Cycles Table:

Design Equipment Category	Cleaning Intervals (Months)
Street Lighting Units	72
Traffic Sign Lighting Units	72
Illuminated Traffic Bollards	12

4.9 Illuminated Traffic Signs and Internally Lit Traffic Bollards

i. The primary objective is to keep illuminated traffic signs legible, visible and effective. The maintenance regime for illuminated signs and illuminated bollards shells is indicated in the Table below:

Night Scouting for illumination	In conjunction with Street Lighting inspections.
Routine maintenance	Intervals in accordance with the core offer is 6 years. (See street lighting inspection). 24 hour burning lamps within illuminated bollards are changed every year except for LED lights which burn to extinction.
Inspections, cleaning and electrical testing of illuminated signs and bollards	Inspection, cleaning and electrical testing takes place during routine maintenance operations.
External cleaning of illuminated bollards	Takes place during routine maintenance operations and annually. Additional cleaning may be dictated by condition.
Replacement and repair of damaged signs and bollards	Respond according to the degree of danger in accordance with section iv above.

4.10 Condition Inspection of Non-Illuminated Traffic Signs and Bollards

i. Routine daytime inspection shall take place in accordance with the inspection frequency, to all roads, including attention to overhanging vegetation.

ii. Night time inspection for reflectivity will take place annually after sign washing has taken place and co-ordinated with the road markings inspection on Hierarchy 1 and 2 and designated 3 roads.

General Condition	Part of the general highways inspection
Cleaning	Once a year for strategic road network and 4 times a year for bollards. All others as required. Note: Any faults will be reported including any within 20 m on each side of the road
Replacement and repair of damaged signs and bollards	Respond according to the degree of danger. In extreme cases this would be within 2 hours.

iii. Hierarchy 1 and 2 and designated 3 roads detailed route inspection for structural integrity, serviceability, and network integrity to take place maximum period of 5 years by the Traffic Signs Team in TSP on completion of inventory.

iv. Heritage signs and milestones will be refurbished or will be replaced with same or similar whenever possible.

v. Missing or dangerous signs will be dealt with as per the procedures outlined in HAT 26/4/06

4.11 Condition of Non-Illuminated Traffic Signs and Bollards

i. Primary objective is to keep all signs legible, visible and effective as far as possible. The speed and permanence of the response will depend upon the degree of danger, but important warning and regulatory signs will be replaced as quickly as possible. The following will be recorded and rectified:

- Matters affecting the legality of important warning and regulatory signs
- Damage, deterioration, or vandalism to signs and

bollards leaving either the sign or situation to which it applies in a dangerous condition

- Structural integrity

ii. Sign cleaning will be undertaken in accordance with schedules and frequencies defined in the Highway Works Term Contract.

iii. Every five years the signing regime for Hierarchy 1, 2 and selected 3 roads will be reviewed to ensure integrity and to remove unnecessary clutter from the network.

iv. Consideration will be given to the use of non-illuminated highly reflective signs as the Council standard, and all new and replacements signs will fit this criteria.

4.12 Condition Inspection of Traffic Signals, Pedestrian and Cycle Crossings

i. An annual inspections will be carried out and shall include the following items:

1. Signal lenses will be cleaned.
2. Inspections of the physical condition of the controller and auxiliary equipment cabinets and other site hardware
3. Earth testing.

Full inspections for electrical safety will be carried out at intervals of six years. Guidance on aspects to be inspected and on defect criteria is given in TD 24/86.

The following frequencies will be used:

Scouting for illumination	Covered by Urban Traffic Control and Remote Monitoring Systems
Lamp changing	Bulk change every 12 months
Internal inspections and cleaning	At least annually or additionally when required
Checking of phasing	When a fault is suspected
Checking of alignment	Annually or when a fault is suspected
Mechanism	Annually or when a fault is suspected
External Cleansing	Every 12 months

4.13 Condition of Traffic Signals, Pedestrian and Cycle Crossings

i. The priority objective is to provide and maintain all traffic signals, controlled pedestrian and cycle crossings to a high standard to ensure the safety of all road users and to ensure the efficient operation of the highway network.

ii. The following standards are used in the operation of the highway network:

- Urgent traffic signal faults or damage constituting a danger to the road user are attended to within 2 hours and repaired within 24 hours.
- Traffic signal controllers damaged beyond repair are replaced within 72 hours where reasonably practicable
- Failed traffic signal lamps are repaired within 24 hours.
- Less urgent faults are repaired within 48 hours.
- Traffic signals installations are inspected for safety once a year.
- Traffic signals installations are cleaned at least once per year and additional cleaning is carried out when required.
- Traffic signal lamps are changed once per year.
- Warning signs are erected if traffic signals are off and temporary traffic signals will be provided where reasonable practicable.

4.14 Safety Inspection of Electrical Installations

Special attention will be given to electrical equipment which is located on the highway. This relates primarily to street lighting, illuminated traffic signs and signals. Immediate attention will be given to any damage or defects which could result in exposed cables. Regular inspections by accredited personnel will be established to check the safety of the equipment. The frequency of such inspections will be based on risk assessment, but will not be longer than six years. Also a visual inspection of the site will be carried out at every maintenance visit. This is important bearing in mind the variable and often poor conditions of much of the street lighting stock.

4.15 Condition Inspection of Highway Drainage Systems

Condition inspection requirements fall into four categories:

1. Gullies and catchpits	Gullies and catchpits will be cleansed in accordance with the table below and arrangement made for non-functioning gullies to be recorded for more frequent or detailed attention. Grips and ditches, which may be obstructed by the growth of vegetation or damaged by traffic will be cleared of vegetation and dug out when required. In most cases the responsibility for maintenance of ditches will rest with the adjoining landowner.
2. Drainage under roads	Drainage under roads, where there is a need to inspect for structural damage and blockages.
3. Piped drainage	Piped drainage, which includes a wide variety of conduits and filter drains, which may be susceptible to siltation or blockage. Piped drainage soakaways and associated systems will be inspected and cleared when required.
4. Surface boxes and ironwork	Surface boxes and ironwork for both drainage and non-drainage applications, which will be inspected during safety and condition inspections for carriageways, footways and cycleways.

Cleaning frequencies:

Gullies	Once per year
Catchpits	As Gullies
Grips	When required
Offlets	As Gullies

4.16 Condition of Highway Drainage

i. Highway drainage condition standards fall into three main categories:

Grips and ditches - can be obstructed by growth of vegetation or damaged by traffic and animals. Grips and Highway Authority ditches will be cleared of vegetation and dug out when required. Grip clearing will be commenced after the last grass cut and the programme completed if possible before the worse of the winter weather.
Kerb offlets will be cleared once a year. **Note that most roadside ditches are the responsibility of adjoining landowners.**

Piped drainage – includes a wide variety of conduits and filter drains, which may be susceptible to siltation or blockage. Piped drainage, soakaways and associated systems will be checked and flushed if necessary during service inspections and cleared when required.

ii. All gullies, catchpits and interceptors will be cleansed at least once per year and arrangements made for non-functioning gullies to be recorded for detailed inspection and further work such as jetting. More frequent emptying may be required for some areas with known problems.

iii. The frequency of cleansing of oil interceptors will depend on their design and location and will need particular consideration on a site-specific basis.

iv. Material arising from all road drainage emptying and cleansing operations has potential implications for pollution and will be disposed of correctly in accordance with Environment Agency, or equivalent authority, requirements.

v. Where local flooding of the highway occurs relevant warning signs will be placed in position as quickly as possible. The cause of the flooding will be determined and given prompt attention, in order to restore the highway to a reasonable condition. If it is determined that the flooding is attributable to deficiencies in infrastructure or the maintenance regime then action to permanently relieve the problem will be considered urgently. If the event is attributable to the actions of a third party, the matter will be taken up with them at the earliest opportunity.

vi. Ironware set in carriageways, footways and cycleways have the potential to compromise safety and serviceability and in certain cases cause noise and disturbance to local residents.

Although responsibility for defective ironwork may lie with that Utility, claims are often also pursued against the Authority. Defects identified during inspection or from users will therefore be formally notified to the Utility with a follow up procedure to ensure that dangerous defects are remedied within the prescribed timescale. Correspondence with the Utility will be retained for the future in the event of any claim being submitted to the Highway Authority.

vii. Manhole covers and boxes in the carriageways, footways and cycleways will be installed and maintained to a tolerance as specified in

DPD/11/04/06 appendix 2.

4.17 Condition Inspection of Highway Embankments and Cuttings

The following standards are used for Embankments and Cuttings:

1. Inspections to be based on specialist geotechnical advice.
2. All inspections to take place during winter months and after periods of heavy rain whenever possible. This is the worst time of year for instability, the easiest for inspection and there is little foliage to hide evidence.
3. A record of locations prone to rock-falls and slips is kept by the Council.
4. These locations and others identified by Area Highways Managers as being suspect are inspected once a year.
5. All inspections will be undertaken by a qualified geotechnical engineer or geologist with experience of slope stability.

4.18 Condition of Embankments and Cuttings

Slips and rock-falls happen rarely. However the Council have records of suspect locations and have established an inspection and maintenance regime based on a local risk assessments. The Council's scheme is based on the Highways Agency's inspection regime which inspects cuttings and embankments over 5 metres and lower ones which have been identified as suspect. The embankments and cuttings which have been identified as suspect will be inspected once a year. All inspections will be undertaken by a qualified geotechnical engineer or geologist with experience of slope instability.

4.19 Condition Inspection of Landscaped Areas and Trees

i. All established trees within the highway are visually inspected as part of condition surveys to identify obvious potential hazards. Surface damage to carriageways, footways and cycleways, associated with root growth will be recorded as part of Safety or Condition Inspections for those elements.

See 15.9.6 Delivering Best Value in Highway Maintenance

General Condition	Trees should be visually inspected as part of a Condition Survey to identify obvious hazards as per Lincolnshire County Council's Tree Inspection Policy.
Obstruction of street lighting and traffic signs	During routine night patrols any obstructions should be recorded
Grass Cutting	Safety (Rural) Hierarchy 1 – 2 cuts Safety (Rural) Hierarchy 2 & 3 – 2 cuts Safety Hierarchy 4 & 5 – 2 cuts Amenity – 7 cuts

Weed Control	1 treatment in a year

4.20 Condition of Landscaped Areas and Trees

i. The condition of landscaped areas has major implications for all the key maintenance objectives, and the maintenance regime will therefore require particularly careful consideration to ensure that the necessary balance continues to be achieved.

ii. The obstruction of street lighting and traffic signs can be a major safety risk to users. During routine night-time inspection any such obstruction will be recorded. Trees and other foliage will be trimmed back to allow the lighting and the signs to be legible, while maintaining the shape of the tree. It is the responsibility of the tree(s) owner to undertake this work.

iii. Potentially dangerous trees in or adjoining the highway are more easily identified during the summer when healthy trees are in leaf. These trees will be dealt with in accordance with the guidance given in the booklet "Potentially dangerous trees in relation to the Highway. Recognition and action (2002)".

iv. Significant pruning or felling of trees can be the subject of significant local concern and will only be done with specialist advice and support. The relevant District Council will be informed and proposed work discussed prior to work on the highway trees with TPOs and in conservation areas.

v. In rural areas work on highway trees will be mainly reactive and limited, other than for safety reasons. Some routine maintenance will be necessary from time to time to maintain the condition of the tree. This will be a matter for local consideration having regard to users and community views.

vi. In urban areas trees have a significant impact on the local environment, but can cause damage to highways and property if not properly managed. The County Council Arboricultural Officer is co-ordinating a proactive management programme including regular inspections.

4.21 Condition of Verges

i. Verges – grass cutting - Vegetation either on verges, or on private land will not restrict visibility at junctions, access points and bends. Sight lines and minimum stopping distance will be kept clear and signs, lights, and markers posts will not be obstructed.

ii. The Council policy for grass cutting on Highway Verges is defined in Appendix A. Good practice suggests that full width verge (flail) cuts are undertaken to control the extent of self-set bushes and tree growth. The exception to the above is where Roadside Nature Reserves are established. Lincolnshire has 65 RNRs, some of which are SSSIs where the flora and fauna are of particular conservation value. Under an agreement with the Lincolnshire Wildlife Trust, the Trust is responsible for all environmental maintenance at these sites, apart from safety mowing.

iii. Edge maintenance or "siding" of carriageways, footways and cycleway is occasionally necessary to prevent encroachment of grass and reduction of width. This work will be carried out infrequently, preferably during the autumn. On un-kerbed roads, siding will be carried out in advance of footway surface treatment, where necessary.

iv. Verge – Weed Treatment - The growth of weeds in footways and cycle ways, hardened verges, central reserves and along kerb lines, may cause structural damage. Lincolnshire County Council weed treatment programme is in accordance with frequencies stated in Appendix A.

v. The Noxious Weeds Act 1959 places a responsibility on the Authority to take action to inhibit the growth and spread of injurious weeds. For example, Ragwort will be removed by spraying or pulling by hand where significant infestation is adjacent to grazing land.

4.22 Condition Inspections of Road Markings and Studs

i. The general condition of road markings and studs will be inspected during the annual condition survey by divisional staff. An annual night-time survey to check reflectivity will be undertaken on Hierarchy 1 and 2 roads and some designated hierarchy 3 roads. This survey will be undertaken between November and February and will include non-illuminated bollards.

ii. Any anomalous results from the above surveys will be

referred to Lincs Laboratory where consideration will be given to further investigation.

iii. The results of the surveys will be maintained on a Divisional Database.

4.23 Condition of Road Markings and Studs

i. Road marking will be prioritised for renewal based on the results of the condition inspections.

ii. All mandatory road markings existing before resurfacing, patching or surface dressing shall be replaced as soon as is reasonably practical:

Stop and Give Way markings shall be replaced within 7 days.
Other mandatory lines within 14 days.
All other markings and road studs within 28 days of completion of work.

iii. At all times when markings or studs are removed "No Road Marking" boards shall be displayed until all markings have been replaced. In addition, where "double line" systems have been removed "No Overtaking" boards shall be displayed.

iv. There will be a preference toward bulk changes of road studs on all other routes prioritised in accordance with the condition inspection results. Bulk changes will reflect the type of use of a particular route and will start and finish at salient points on the route (e.g. major junctions).

v. Displaced or loose road stud castings lying on the carriageway, hard shoulders or laybys, shall be dealt with as a highway emergency. Any defects in the running surface as a result of missing studs shall be attended to as soon as is reasonably practical.

4.24 Other Inspections for Regulatory Purposes

i. A significant element of highway maintenance comprises regulation and enforcement of activities on or affecting the highway.

ii. Key regulatory duties include:

1. New Roads and Street Works Act 1991
2. Management of Highway Register.
3. Management of Public Rights of Way.
4. Dealing with encroachment on the Highway
5. Dealing with illegal and unauthorised signs.

6. Licensing skips, hoardings, temporary closures and other authorised occupation of the highway.
7. Construction of vehicle crossovers.
8. Illegal parking on verges and footways.
9. Adoption of new highways.

4.25 Highway Maintenance in Special Designated Areas (Lincolnshire Wolds)

i. The use of white marker posts within this area will cease.

ii. Kerbing works will be kept to a minimum and will only be provided where there is a risk in respect to safety and/or severe damage to the carriageway.

iii. It will not be the Councils intention to increase the numbers of signs within this area. However, safety must be paramount. Consideration will be given to the removal of "unnecessary" signage.

iv. Once scrim sites have been treated and retested, slippery road signs will then be REMOVED, following the required retesting policy.

v. Those in position will be maintained but again, it will not be the Councils intention to provide additional markers unless for safety reasons, when this is the only solution that is appropriate.

vi. Traffic calming measures will only be considered as Traffic Regulation Orders are being implemented but again the presumption will be that Traffic Regulation Orders to stand alone without associated calming measures.

vii. The main option for maintenance of carriageway verge overrun would be to sub base and soil. Kerbing only to be considered as noted above.

viii. Concrete post and timber arm signs:

- Maintenance of timber arm and re-lettering shall be the preferred maintenance option.

- Replacement of damaged concrete posts shall be with timber.

- Existing signage where damage has occurred and a complete replacement is required – replacement shall be with timber posts and arms.

ix. The Council will continue to carry out for programmed grass cutting regime which is also linked to an annual treatment of SSSI sites.

x. Roadside public rights of way fingerposts now replaced in timber.

xi. The Council will continue to improve the street scene in villages and towns within the Wolds catchment area when carrying out RPI and maintenance schemes.

xii. Reinstatement and surface improvements on unsurfaced public rights of way shall be with natural stone. Recycled materials will not be acceptable.

xiii. Provision for hand salting (eg gradients) salt bins will be provided at such locations.

xiv. Surface Dressing – the use of appropriate chippings where designs permits shall be considered to balance the usage and visual impact.

xv. ***Note: The Highways Standards Group will seek to produce guidance in respect to working in Conservation Areas.***

5. Performance Indicators

5.1 National Performance Indicators

National Performance Indicators are compliant with and reported through the Assistant Directors Business Plan. Current indicators relevant to highway maintenance are:

- **NI47** - People KSI in RTA (BV99a)
- **NI48** - Child KSI in RTA (BV99b)
- **Data topic 130-01** (formerly NI 168/ BVPI 223) – Principal roads Road Network where maintenance should be considered (BV223)
- **Data Topic 130-02** (formerly NI 169/ BVPI 224a) - Non-principal classified roads Road Network where maintenance should be considered (BV224a)
- NI169 - Congestion - average journey time per mile during the morning peak.
- NI 169 – Local Biodiversity Monitoring – This affects local wildlife sites which are now within the highway as well as Roadside Nature Reserves.
- SDL 160 (replaces NI 167) – Local Biodiversity Monitoring

Targets for each of these indicators are detailed in the divisional/group service plans and are monitored and reported at regular intervals.

5.2 Local Performance Indicators

Local performance indicators and targets are set and reported through the Group Service Plan. The lead officer(s) responsible for recording information and achieving these targets are also defined within this document.

The Local Performance Indicators are considered against the following requirements:

- Designed as far as possible on outcomes
- Practical, concise and easy to interpret
- Capable of precise definition
- Readily measurable
- Relatively inexpensive to collect in terms of supporting data
- Readily understood, meaningful, and of interest to the public
- Relate to an authority's corporate or service objectives
- Performance will be entirely within the authority's control
- Clearly indicative of good or bad performance
- Balance of cost against quality will be measurable
- Where possible, comparison of public and private sector identifiable

The following indicators are in use:

- **BV99c** - Total Slight Casualties
- **BV215a** - Rectification of Street Light Faults (non DNO)
- **BV215b** - Rectification of street light faults (DNO)
- **GC:HT:04** (formerly BVPI 187) - Condition of footways Surface (2 year rolling average)
- **GC:HT:05** (formerly BVPI 224b) - Condition of unclassified roads
- **LTP9** - Condition of Principal Roads (Deflectograph)
- **LTP10** - Skidding Resistance on Principal Roads
- **LTP11** - KSI involving young drivers
- **LTP12** - Road Safety Education for 17-24 year olds
- **LTP 17** - Pedestrian crossing with facilities for the Disabled (BV165)
- **LRSP7** - Provide pre/new driver road safety education and training to a minimum of 1500 people per year

5.3 Benchmarking

Regular comparisons of National Indicators are compared at Regional and National level.

6. Programming and Priorities

6.1 The Importance of Programming and Prioritisation

i. The development and implementation of an effective system of programming and prioritisation highway maintenance is a key requirement for the delivery of Best Value.

ii. There are three basic levels involved in the establishment of priorities:

- Strategic Level
- Transport Level
- Maintenance Level

6.2 Strategic Level

At the strategic level, members of the county council recognise the importance of the highway network to the economy of Lincolnshire and the benefits to its residents in terms of access to facilities, employment and social inclusion. Accordingly, budget provision for highway maintenance is given appropriate priority within corporate objectives.

6.3 Transport Level

i. The 4th Local Transport Plan (2014) (LTP) details the directorate wide strategies and targets that form the basis of transport level priorities. The main themes of the LTP are:

4th LTP 2014

- Asset Protect
- Rural Priorities
- Community Travel Zones
- Staying Alive
- Interconnect
- Economy and Regeneration

ii. The Best Value Reviews of Highway Services, Structural Maintenance, Winter Maintenance and Road Safety and their associated Action Plans also feed into the decision making process that affects the overall prioritisation of transport level strategies.

Best Value Reports

6.4 Maintenance Level

i. There are three main areas of priority at the maintenance level:

- **Programmed Maintenance**
- **Routine Maintenance**
- **Reactive Maintenance**

ii. Programmed Maintenance

There is a presumption that a programmed maintenance regime will provide lower whole life costs than one based upon a reactive approach. The Directorate therefore employs systems that enable a data led approach to the targeting of structural maintenance.

The updated PMS system provides UKPMS outputs from CVI and DVI inspections. Combined with results of other surveys such as deflectograph, scrim and local condition inspection enable informed decisions to be made in respect of planned maintenance programmes and treatments.

There is a five-year programme of major structural maintenance schemes for the principal road network, which is updated annually on the basis of latest survey data.

For the remainder of the network Area Highway Managers are provided with detailed maps showing the results of CVI and DVI surveys. These combined with annual local condition inspections undertaken by the area teams enable effective planning of maintenance programmes.

Budget disaggregation to Area Highway Managers is also based upon the visual survey data output to ensure that available funding is correctly apportioned.

Maintenance funding for other none routine elements of the network such as signs, lighting columns etc. are based upon inventory counts.

iii. Routine Maintenance

Divisional Service Plans

Routine maintenance standards for cyclic works such as drainage cleansing, grass cutting and sign cleaning are defined in Appendix B of this document.

Timing of such cyclic works can be dependent upon various factors such as time of year or weather conditions. Each Division has within its Service Plan a "Year Planner" in order that a consistent approach to this type of work and effective service delivery is maintained.

Other routine programmes of work, for example Surface Dressing are based upon the results of local inspections and reports from CVI surveys and are determined by Area Highway Managers.

The results of safety inspections identifying non-urgent works, local condition inspections and customer requests may also generate routine works programmes.

iv. Reactive Maintenance

Reactive maintenance involves attending to the rectification of Category 1 and some Category 2 defects, arising either from inspections or customer requests. Although all such matters will by definition have a degree of urgency, some may have the potential to have serious consequences. Priority will be determined upon the individual situation.

Consideration will be given to one of the following

- Sign and make safe
- Carry out initial temporary repair
- Effect a permanent repair

The option selected, together with the relevant follow up, will be determined by operational practicalities and also whether the site is already programmed for more comprehensive treatment, in which case a temporary repair may be the appropriate course of action.

7. Weather and Emergencies

7.1 Weather

i. The Council operates a 24 hour/365 days a year system to deal with weather and other emergencies by means of the Out of Hour Officers, and the Highway Works Term Contractor provides an emergency response vehicle in each Division. Weather-related emergencies, with which the County Council as Highway Authority routinely deals, are as follows. **HAT 26/4/06**

ii. Winter Maintenance

A separate Winter Maintenance Plan has been produced and holds all relevant information for this service. Information included is as follows:

- Policy.
- Responsibilities.
- Precautionary and Secondary Salting.
- Snow Clearance.
- Footway Clearance
- Winter Maintenance Contacts

iii. Flooding

Information on the likelihood and location of areas of potential flooding are received from the Environment Agency. The actions taken by the County Council will be mainly reactive and will include:

- Setting up of road closures and diversions.
- Erecting "flood" warning signs.
- Inspecting affected areas after the flooding has receded and dealing with any damage or silting.

During flooding events where the situation cannot be dealt with as a normal operational response, Lincolnshire County Council's Divisional Incident Response Plan (DIRP) will be used for a single-agency emergency response.

iv. High Winds

The adverse effects of high winds can be broadly considered from two standpoints namely:

- Damage to trees and structures
- Effect on traffic

Advanced warning of severe weather is passed to the County Council from the National Severe Weather Warning Service.

The identification of likely areas to suffer damage is to some degree predictable based on previous experiences.

The effects of a particular strength of storm will be influenced by other factors. For example, more trees are likely to suffer damage when in full leaf or when the ground is waterlogged.

Through its Highway Works Term Contract arrangements the Council will:

- Set up road closures/diversions.
- Prioritise clearance operations.
- Arrange for the removal of obstructions from the highway.
- Liaise and assist other agencies to bring the highway network back into full operation.

7.2 Road Traffic Accidents

These will normally be notified by the police and will include requests to close the road to allow investigation, clearance of debris, and reinstatement of any surface damaged through heat or abrasion or chemical spillage (softening effects of fuel spillage on bituminous binders).

7.3 Structural Collapse

This category includes buildings, sewers and embankment slips. The Council will be required to protect the highway user by closure, barrier or diversion and initiate actions to restore the full use of the highway.

Note: The District Council is responsible for issuing notices for unsafe structures and would be the lead authority in this respect.

7.4 Civil Emergencies

The Council through its JEMS is responsible for the management of civil emergencies and the planning and co-ordination of actions.

The Highway Authority through its Highway Works Term Contract will provide support wherever appropriate.

APPENDIX A

Highway Standards

The following standards are used in Lincolnshire:

a) Safety Inspection

Safety inspection frequencies are:

Carriageways	Hierarchy 1	12 per annum
	Hierarchy 2	4 per annum
	Hierarchy 3	4 per annum
	Hierarchy 4 & 5	1 per annum
Footways	Hierarchy 1	12 per annum
	Hierarchy 2	4 per annum
	Hierarchy 3	4 per annum
	Hierarchy 4	1 per annum
Cycleways	On carriageway	Include with adjacent carriageway
	Cycle track	1 per annum (See 4.2)
	Shared cycle/pedestrian	As per footway inspection carriageway
	Hierarchy 1	12 per annum

b) Structures

The frequency of inspections are as listed below:

Structure Type	Inspection Type	Classification	Cycle
Culverts	General	All	2 Years
Bridges and Miscellaneous	General	All	2 Years
Bridges and Miscellaneous	Principal	Span>5m	6 Years
Bridges and Miscellaneous	Principal	Span<5m	Subject to Risk Assessment
Bridges and Miscellaneous	Special	All	Subject to Risk Assessment
Retaining Wall	General	Ret. Ht. <1.5m	6 Years
Retaining Wall	General	Ret. Ht. >1.5m	2 Years

c) Street Lighting

(i)	Night time Patrols	Every 4 weeks in winter. Every 4 weeks in summer.
(ii)	Lantern internal and external	Lamp cleaning is coincidental with routine visits for bulk lamp changing

(iii)	Bulk lamp changing	Bulk Lamp change frequency is commensurate with the lamp guarantees as set out in the term contract documents. A general condition inspection of the whole unit is carried out at the same time.
(iv)	Electrical and structural testing	Upon commissioning, street lighting units are electrically tested in accordance with BS 7671 and periodically tested at alternate bulk lamp change cycles. Street lighting cable networks will have their electrical earth loop impedance tested at each exit point at alternate bulk lamp change cycles. Structural defects noted during condition inspection may require further non-destructive structural testing.
(v)	Response to faults	Emergencies are defined in the term maintenance contract, response time is "within two hours". Lamp failures or similar non urgent faults are attended within five working days from the date the contractor is notified. Electricity supply faults are restored by the electricity company, the service level is twenty one days from the time the fault is notified to the Electricity Company to the date when the Electricity Company advise that the supply has been restored.

d) Illuminated Signs and Bollards

(i)	Scouting for illumination	In conjunction with Street Lighting inspections.
(ii)	Lamp Changing	Changed at regular intervals to coincide with internal inspections and cleaning (see street lighting inspection). Clean and inspection every three years. 24 hour burning (illuminated bollards) every year.

(iii)	Internal inspections/Cleaning	Inspection and Cleaning takes place when bulk lamp change occurs
(iv)	External Cleaning	Dictated by serviceability – Now takes place during (i) and (ii) operations.
(v)	Replacement and repair of damaged signs and bollards	Respond according to the degree of danger. In extreme cases this would be within 2 hours.

e) Drainage Cleansing

The standard frequency for cleansing is:

(i)	Gullies	Once per year
(ii)	Catch-pits	As Gullies
(iii)	Grips	When Required
(iv)	Offlets	As Gullies

These standards can be varied where necessary to deal with problem locations where more frequent treatment may be required.

f) Embankments and Cuttings

The following standards are used for Embankments and Cuttings

(i) Inspections to be based on specialist geotechnical advice.

(ii) All inspections to take place during winter months and after periods of heavy rain.

(iii) A record of locations prone to rock-falls is kept by the Council.

(iv) These locations are inspected once a year. All other locations are on a 3 year inspection programme.

(v) All inspections will be undertaken by a geotechnical engineer or geologist.

g) Verges and Landscaping

(i)	General Condition	Trees should be visually inspected as part of a Condition Survey to identify obvious potential hazards.
(ii)	Obstructions of street lighting and traffic signs	During routine night patrols any obstructions should be recorded.
(iii)	Grass cutting	Safety (Rural) Hierarchy 1 - 2 cuts Safety (Rural) Hierarchy 2 & 3 - 2 cuts Safety (Rural) Hierarchy 4 & 5 - 2 cuts Amenity - 7 cuts
(iv)	Weed Control	1 treatment a year
(v)	Grips	Grips to be cleaned when required.

h) Fences and Barriers

(i)	Steel beam safety fence	Inspection every five years for mounting height, surface protective treatment, and structural condition.
(ii)	Tensioned safety fence	Tensioning bolts should be checked and reset to correct torque every two years.

i) Non-illuminated signs and bollards

(i)	General Condition	Part of the general highways inspection.
(ii)	Cleaning	Once a year for strategic road network and 4 times a year for bollards. All others as required.
(iii)	Replacement and repair of damaged signs and bollards	Respond according to the degree of danger. In extreme cases this would be within 2 hours.

j) Non-illuminated signs and bollards

The general condition will be inspected during the annual condition survey by divisional staff.

An annual night-time survey to check reflectivity will be undertaken on Hierarchy 1 and 2 roads and some designated Hierarchy 3 roads. This survey will be undertaken between November and February.

k) Traffic Signals and Pelican Crossings

All signals in the County are covered by remote monitoring systems which automatically detect and report faults as soon as they occur.

(i)	Scouting for illumination	Covered by remote monitoring systems
(ii)	Lamp changing	Bulk change every 12 months
(iii)	Internal inspection and cleaning	At least annually or additionally when required
(iv)	Checking of phasing	When a fault is suspected
(v)	Checking on alignment	Annually or when a fault is suspected
(vi)	Mechanism	Annually or when a fault is suspected
(vii)	External cleansing	Every 12 months

APPENDIX B

Response Times

Lincolnshire County Council's response times are based on the Council's classification of hierarchy taking into account the risk matrix laid out in Well Maintained Highways which is illustrated below, assuming that a high impact defect on a lower hierarchy road will have the same potential impact but a much lower probability of causing this impact. This also correlates with the inspection frequencies of the network.

Probability → **Impact ↓**	**Very Low (1)**	**Low (2)**	**Medium (3)**	**High (4)**
Negligible (1)	1	2	3	4
Low (2)	2	4	6	8
Noticeable (3)	3	6	9	12
High (4)	4	8	12	16
Response	Category 2 (L)	Category 2 (M)	Category 2 (H)	Category 1

Risk Matrix from Well Maintained Highways

Lincolnshire County Council's Category 1 and Category 2 defects are defined in the table below, which compares them to the national standard set out in *Well Maintained Highways*:

Local Standard	National Standard
Category 1 **Category 1 defects should be corrected or made safe at the time of the inspection, if reasonably practicable. In this context, making safe may constitute displaying warning notices, coning off or fencing off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of inspection, which will generally be the case, repairs of a permanent or temporary nature should be carried out as soon as possible and in any case within a period of 24 hours. Permanent repair should be carried out within 28 days.**	Category 1 Category 1 defects should be corrected or made safe at the time of the inspection, if reasonably practicable. In this context, making safe may constitute displaying warning notices, coning off or fencing off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of inspection, which will generally be the case, repairs of a permanent or temporary nature should be carried out as soon as possible and in any case within a period of 24 hours. Permanent repair should be carried out within 28 days. Some authorities have formally adopted a higher level response time of 2 hours for those Category 1 defects considered to pose a particularly high risk. Others, whilst not formally defining such a high risk category, have arrangements in place to deal with situations requiring a particularly urgent response as

	they arise.
Category 2 **Category 2 defects are those which, following a risk assessment, are deemed not to represent an immediate or imminent hazard or risk of short term structural deterioration. Such defects may have safety implications, although of a far lesser significance than Category 1 defects, but are more likely to have serviceability or sustainability implications. These defects are not required to be urgently rectified, and those for which repairs are required shall be undertaken within a planned programme of works, with the priority as determined by risk assessment. These priorities together with access requirements, other works on the road network, traffic levels, and the need to minimise traffic management, should be considered as part of the overall asset management strategy. The programmes of work for their rectification should be part of the HAMP.** **Category 2 defects are categorised according to priority with maximum response times of 7 days, 28 days or potential planned programme, based on the risk probability and its likely impact.**	Category 2 Category 2 defects are those which, following a risk assessment, are deemed not to represent an immediate or imminent hazard or risk of short term structural deterioration. Such defects may have safety implications, although of a far lesser significance than Category 1 defects, but are more likely to have serviceability or sustainability implications. These defects are not required to be urgently rectified, and those for which repairs are required shall be undertaken within a planned programme of works, with the priority as determined by risk assessment. These priorities together with access requirements, other works on the road network, traffic levels, and the need to minimise traffic management, should be considered as part of the overall asset management strategy. The programmes of work for their rectification should be part of the HAMP. Category 2 defects may be categorised according to priority, high (H) medium (M) and low (L). Authorities should adopt a range of local target response times for Category 2 defects and apply them in responding to various categories of defect, based on the risk probability and its likely impact. This should also take into account the likelihood of further deterioration before the next scheduled inspection, and where this is a high probability, the defect should either be dealt with as Category 1 or an intermediate special inspection programmed.

Emergency Response

The following is a list of response times relating to Highway maintenance activities, that includes but is not limited to items covered in safety inspections. This table forms Lincolnshire County Council's risk assessment for intervention levels and response times but in all cases is subject to on-site professional judgement. In all cases these are maximum response times. Any reference to days is Calendar days unless otherwise stated.

In the notes field, some defects are identified as emergencies. These particular defects have been singled out as particularly high risk, and will be dealt with expeditiously but in all cases within 24 hours. They have been identified taking into account the likely risk; however on site

judgement will always need to take account of particular circumstances therefore it is possible other situations could be considered as emergencies. Defects notified by the emergency services are also considered to require an urgent response which complies with guidance in *Well Maintained Highways.*

CARRIAGEWAYS				
Designation	**Monthly inspected highways (Hierarchy 1)**	**Quarterly inspected highways (Hierarchy 2 and 3)**	**Annually inspected highways (Hierarchy 4 and 5)**	**Potential emergency dependent on location**
Ironwork collapsed / missing / broken	24 hours	24 hours	24 hours	X
Missing / defective road stud	24 hours	24 hours	24 hours	X
Severe loss of chippings on carriageway surface	24 hours	24 hours	24 hours	
Pothole greater than 25mm adjacent a hierarchy 1 or 2 footway	24 hours	7 days	28 days	
Pothole greater than 40mm	24 hours	7 days	28 days	
Other abrupt level difference greater than 40mm	24 hours	7 days	28 days	
Edge damage greater than 40mm breaking edge white line	24 hours	7 days	28 days	
Edge damage greater than 40mm encroaching more than 100mm into metalled surface (no white line)	24 hours	7 days	28 days	
Ironwork raised / sunken greater than 25mm adjacent a hierarchy 1 and 2 footways	24 hours	7 days	28 days	
Ironwork raised / sunken greater than 40mm	24 hours	7 days	28 days	
Pothole less than 40mm	Potential planned programme	Potential planned programme	Potential planned programme	
Edge damage less than 40mm	Potential planned programme	Potential planned programme	Potential planned programme	
Surface issues (non-winter maintenance)	Potential planned programme	Potential planned programme	Potential planned programme	

Ironwork raised / sunken less than 40mm		Potential planned programme	Potential planned programme	Potential planned programme	

FOOTWAYS					
Designation		**Monthly inspected highways (Hierarchy 1)**	**Quarterly inspected highways (Hierarchy 2 and 3)**	**Annually inspected highways (Hierarchy 4 and 5)**	**Potential emergency dependent on location**
Ironwork collapsed / missing / broken		24 hours	24 hours	24 hours	X
Pothole greater than 25mm		24 hours	24 hours	24 hours	
Ironwork raised / sunken greater than 25mm		24 hours	24 hours	24 hours	
Trip greater than 25mm		24 hours	24 hours	24 hours	
Loose / rocking / missing kerb stone		24 hours	7 days	28 days	
Pothole less than 25mm		Potential planned programme	Potential planned programme	Potential planned programme	
Trip less than 25mm		Potential planned programme	Potential planned programme	Potential planned programme	
Ironwork raised / sunken less than 25mm		Potential planned programme	Potential planned programme	Potential planned programme	

OBSTRUCTIONS					
Designation		**Monthly inspected highways (Hierarchy 1)**	**Quarterly inspected highways (Hierarchy 2 and 3)**	**Annually inspected highways (Hierarchy 4 and 5)**	**Potential emergency dependent on location**
Fuel spillage or hazardous material on the highway		24 hours	24 hours	24 hours	X
Fallen tree / branch		24 hours	24 hours	24 hours	X
Road traffic collision		24 hours	24 hours	24 hours	X
Unsafe works in the Highway		24 hours	24 hours	24 hours	
Visibility splays		7 days	7 days	28 days	
Overgrown trees / hedges		28 days	28 days	28 days	

DRAINAGE					
Designation		**Monthly inspected highways (Hierarchy 1)**	**Quarterly inspected highways (Hierarchy 2 and 3)**	**Annually inspected highways (Hierarchy 4 and 5)**	**Potential emergency dependent on location**
Standing water: over half carriageway		24 hours	24 hours	24 hours	X
Investigate flooding: risk to Life/ risk to internal property		24 hours	24 hours	24 hours	X
Standing water: under half carriageway		7 days	28 days	28 days	
Investigate flooding: non-life threatening / non internal property		28 days	28 days	28 days	

SIGNS / LINES					
Designation		**Monthly inspected highways (Hierarchy 1)**	**Quarterly inspected highways (Hierarchy 2 and 3)**	**Annually inspected highways (Hierarchy 4 and 5)**	**Potential emergency dependent on location**
Missing / damaged non illuminated sign (Stop, One Way, No Entry, Give Way)		7 days	7 days	28 days	
Missing / damaged non illuminated sign (other)		Potential planned programme	Potential planned programme	Potential planned programme	
Damaged / missing non-illuminated street furniture		7 days	7 days	28 days	
Give Way / stop line deteriorating		7 days	7 days	28 days	
Markings deteriorating		Potential planned programme	Potential planned programme	Potential planned programme	
Offensive graffiti / vandalism to street furniture		7 days	7 days	7 days	

VERGES					
Designation		**Monthly inspected highways (Hierarchy 1)**	**Quarterly inspected highways (Hierarchy 2 and 3)**	**Annually inspected highways (Hierarchy 4 and 5)**	**Potential emergency dependent on location**
Collapsed verge		24 hours	24 hours	24 hours	X

APPENDIX C

Detailed Asset Table

Below is a detailed asset table which relates to section 2.1 of the Transport Asset Management Plan:

Asset Group	Element	Quantity	Data Confidence (High, Medium, Low)		Comment	Included in TAMP / Responsibility
			Inventory	Condition		
Carriageway	including lay-bys, bus lanes etc.	8,960 km.	High	High		Carriageway LCP
	Kerbs	km.	Low	Low		
	Line markings and studs (including at zebra crossings)	km.	Low	Low		
	Boundary fencing	m.	Low	Low		
	Hard strip / shoulder / verges / vegetation	km.	Low	Low		
	Fords and causeways	35 no.	High	Low		
	Traffic calming features – including Tables, Humps, Chicanes etc.	1,277 no.	Medium	Low		
Footways and cycletracks	Footway - adjacent to the carriageway	3,834 km.	High	Medium	FNS surveys commenced on all hierarchies in 2011/12	Footway and Cycletrack LCP
	Footpaths – remote from the carriageway	225 km.	High	Medium	FNS surveys commenced on all hierarchies in 2011/12	
	Cycleways - on carriageways (included in carriageways above)	23 km.	High	Low		
	Cycleways shared with footways (included in footways above)	Included with below.	High	Low		
	Cycleways remote from the carriageway	241 km.	High	Low		
Rights of Way (PRoW)	Remote from the carriageway – total length of recorded PRoW	4,008km.	High	Medium	See Note 1.	PRoW LCP
Structures	Bridge	1,533 no.	High	High		Structures LCP
	Footbridge	121 no.	Medium	High		
	Culvert >0.6m diameter	2,502 no.	High	High		
	Retaining Wall	134 no.	Medium	Medium		
	Subways (including submersible pumps)	10 no.	High	High		
Street Lighting	Lighting columns	62,930 no.	High	Medium		Lighting LCP / Stan Hall
	Illuminated Signs and Posts	8,040 no.	High	Low		
	Illuminated Bollards	2,720 no.	High	Medium		
	Feeder Pillars	600 no.	Medium	Low		
	Vehicle Activated Signs	220 no.	High	High		
	Subway Lights	180 no.	High	High		

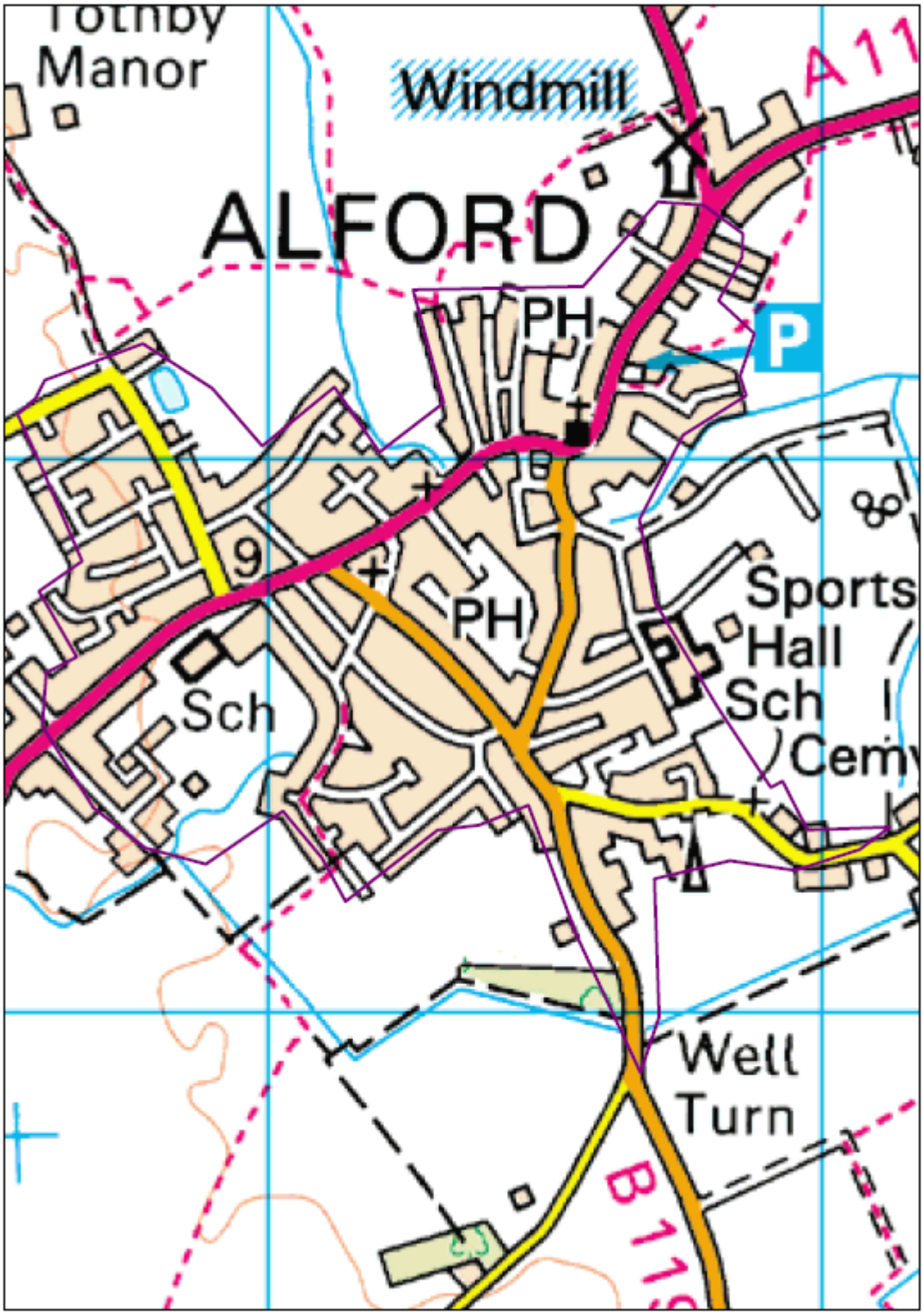
Asset Group	Element	Quantity	Data Confidence (High, Medium, Low)		Comment	Included in TAMP / Responsibility
			Inventory	Condition		
	Zebra crossings	222 no.	High	High		
	Cables (estimated 14,166 lengths at 30m each)	424.98 km.	Low	Low		
Traffic Management Systems	Signals at junctions	150 no.	High	High		Traffic Management Systems LCP
	Signals at pedestrian crossings	128 no.	High	High		
	Signals at pedestrian and cycle crossings	22 no.	High	High		
	Signals at pedestrian and horse crossings	1 no.	High	High		
	CCTV Cameras (Traffic Control)	26 no.	High	High		
	Traffic Signal In-station equipment (SCOOT/UTC)	1 no.	High	High		
	Traffic Signal In-station equipment (Remote monitoring)	1 no.	High	High		
	Traffic signal matrix (CCTV)	1 no.	High	High		
	Tidal flow system (Canwick Rd Lincoln)	1 no.	High	High		
	Bus priority equipment	5 no.	High	High		
	Fire service priority equipment	3 no.	High	High		
Drainage	Gullies	129,792 no.	Medium	Low	Work currently being undertaken to locate and reference all gullies	Drainage LCP
	Drainage Channels	lin m.	Low	Low	Not available	
	Piped drains	lin m.	Low	Low	Not available	
	Watercourses, roadside ditches, swales etc	lin m.	Low	Low	Not available	
	Interceptors	no.	Low	Low	Not available	
	Balancing ponds	no.	Low	Low	Not available	
Street Furniture	Vehicle safety fences	70 km.	High	Medium		Street Furniture LCP
	Non illuminated signs (Warning, Regulatory and local direction/information signs/posts)	106,024 no.	High	Low		
	Bollards	no.	Low	Low	Not available	
	Pedestrian Guardrail	m.	Low	Low	Not available	
	Street Name Plates	no.	Low	Low	Not available	
	Grit Bins	1,700 no.	Medium	Low		
	Trees - PRN	2,000 no.	High	High	Inventory & Condition inspection complete	
	Trees – Non PRN	no.	Low	Low	Programme to be extended to non-PRN in 2012.	

Asset Group	Element	Quantity	Data Confidence (High, Medium, Low)		Comment	Included in TAMP / Responsibility
			Inventory	Condition		
	Automatic Traffic Counters (c'way and cycleway)	59 no.	High	High	Operational Sites Only	
	Cattle grids	no.	Low	Low	Not available	
	Gates	no.	Low	Low	Not available	
	Seating	no.	Low	Low	Not available	
	Weather Stations (Ice prediction equipment managed by Vaisala)	11 no.	High	High		
	Bus Shelters	1,812 no.	High	Medium		

APPENDIX D

Urban Plans

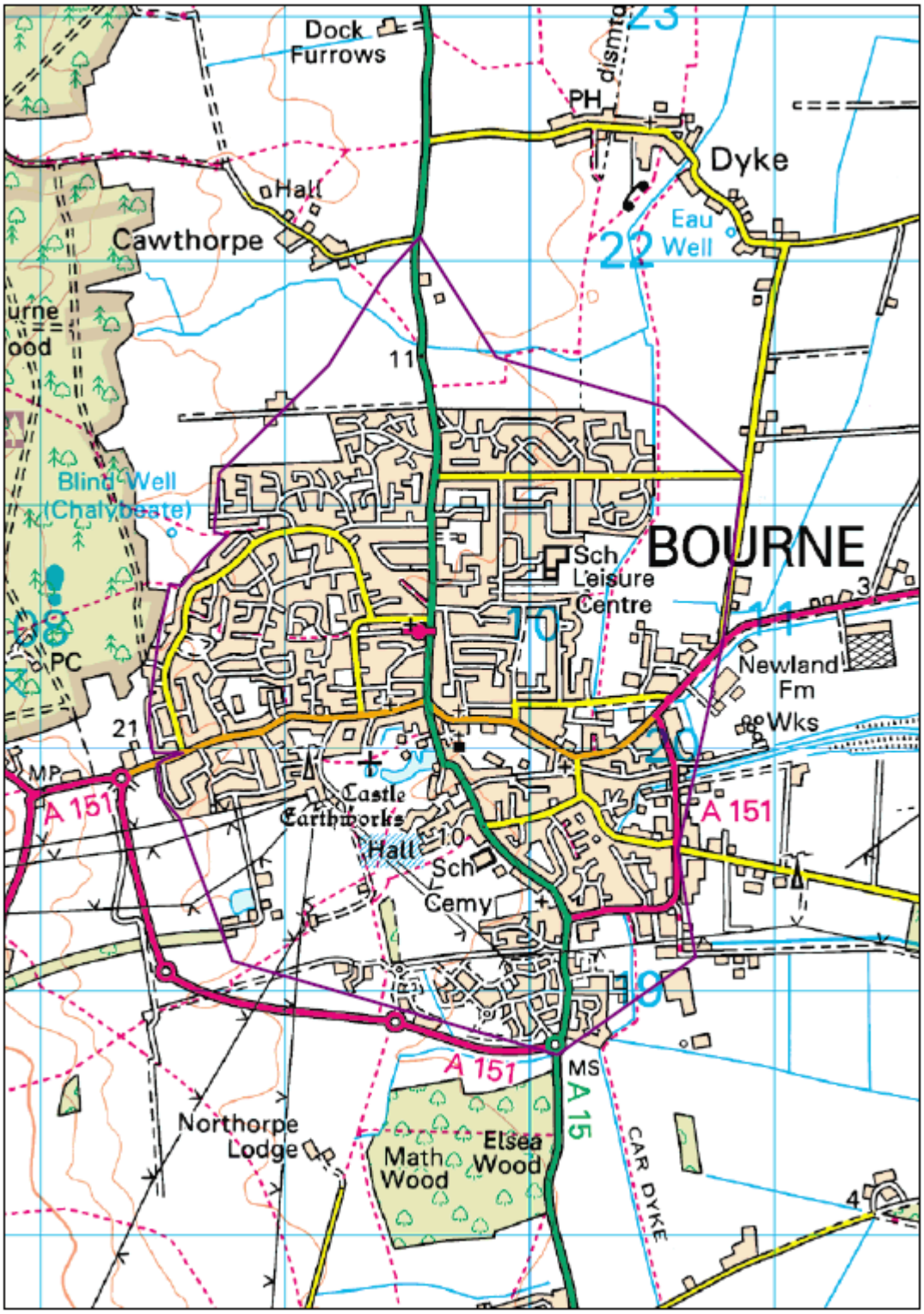
Alford



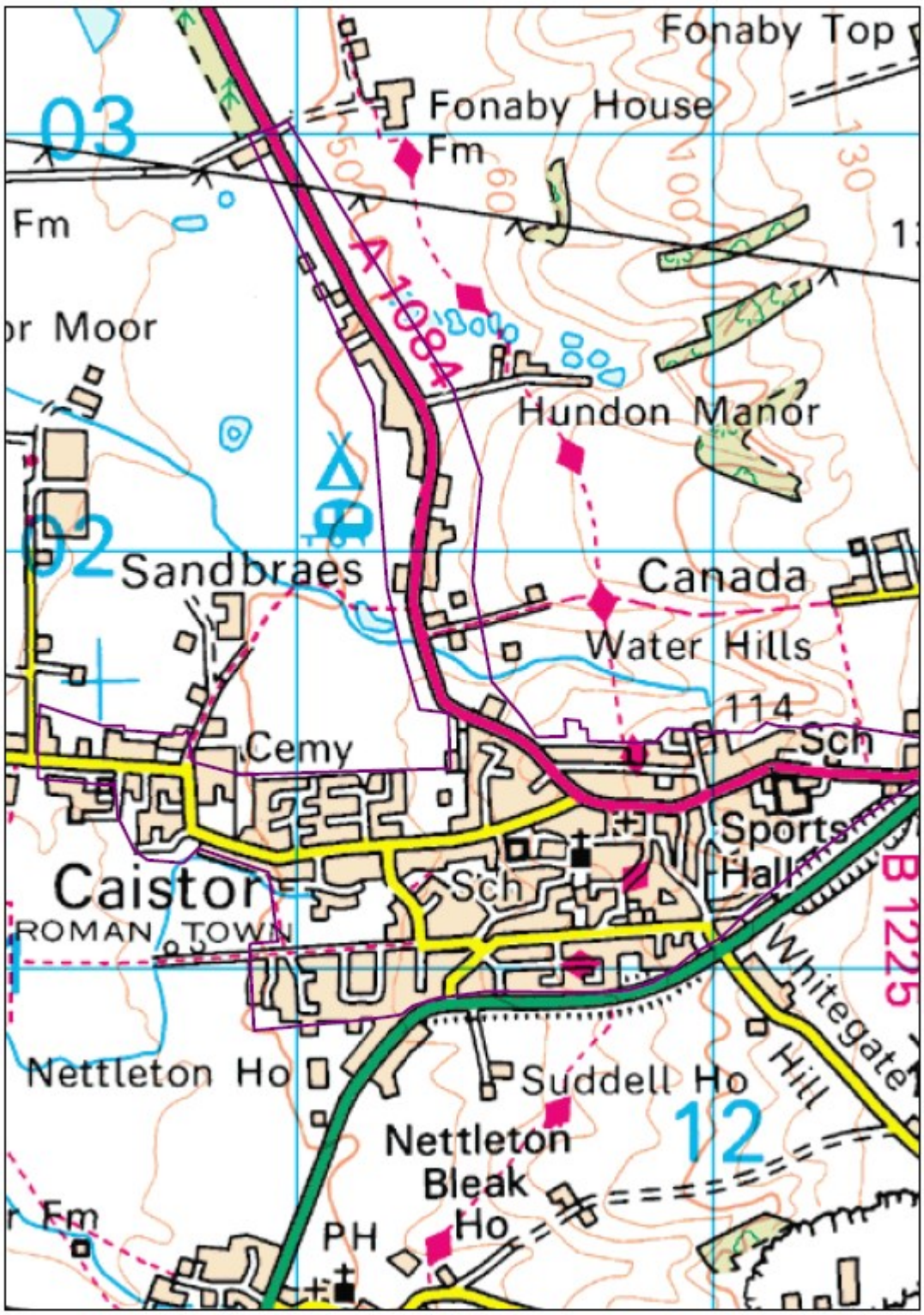
Boston


Stone Bridge Fm
Field House Fm
Fen Drain
Pimlico Ho
Bank Hous
Willows Fm
Gowt
Hilldyke
Sluice
Frith Bank
Cowbridge
Boston Long Hedges
Kelsey Br
The Elms
LCs
Cowbridge Drain
Country Park
B1183
A16
Hospl
Burton Corner
Baker's Br
Willoughby Hills
Hall
Hotel
A 52
Mill
BOSTON
Sports Centre
Fen
A 52
Leisure Centre
Coll
Skirbeck
The Grange
Chain Bridge
Skirbeck Quarter
Fishtoft
Industrial Estate
Woad Fm
Tytton Hall
Wyberton
Frampton West End
Slippery Gowt Fm
Macmillan Way
Sea Bank
The Vineries
Sewage Wks
Wybert's Castle Earthwork
B 1391
B1397
BOSTON DISTRICT
Crawford's Fm
THE H-A
Frampton Ho
Frampton
Memi

Bourne


Dock Furrows
PH
Dyke
Hall
Cawthorpe
Eau Well
Blind Well (Chalybeate)
BOURNE
Sch
Leisure Centre
PC
Newland Fm
Wks
MP
A 151
Castle Earthworks
Hall
Sch
Cemy
A 151
A 151
MS
A 15
Northorpe Lodge
Math Wood
Elsea Wood
CAR DYKE

Caistor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Fonaby House
Fm
03
Fm
A 1084
Moor
Hundon Manor
02
Sandbraes
Canada
Water Hills
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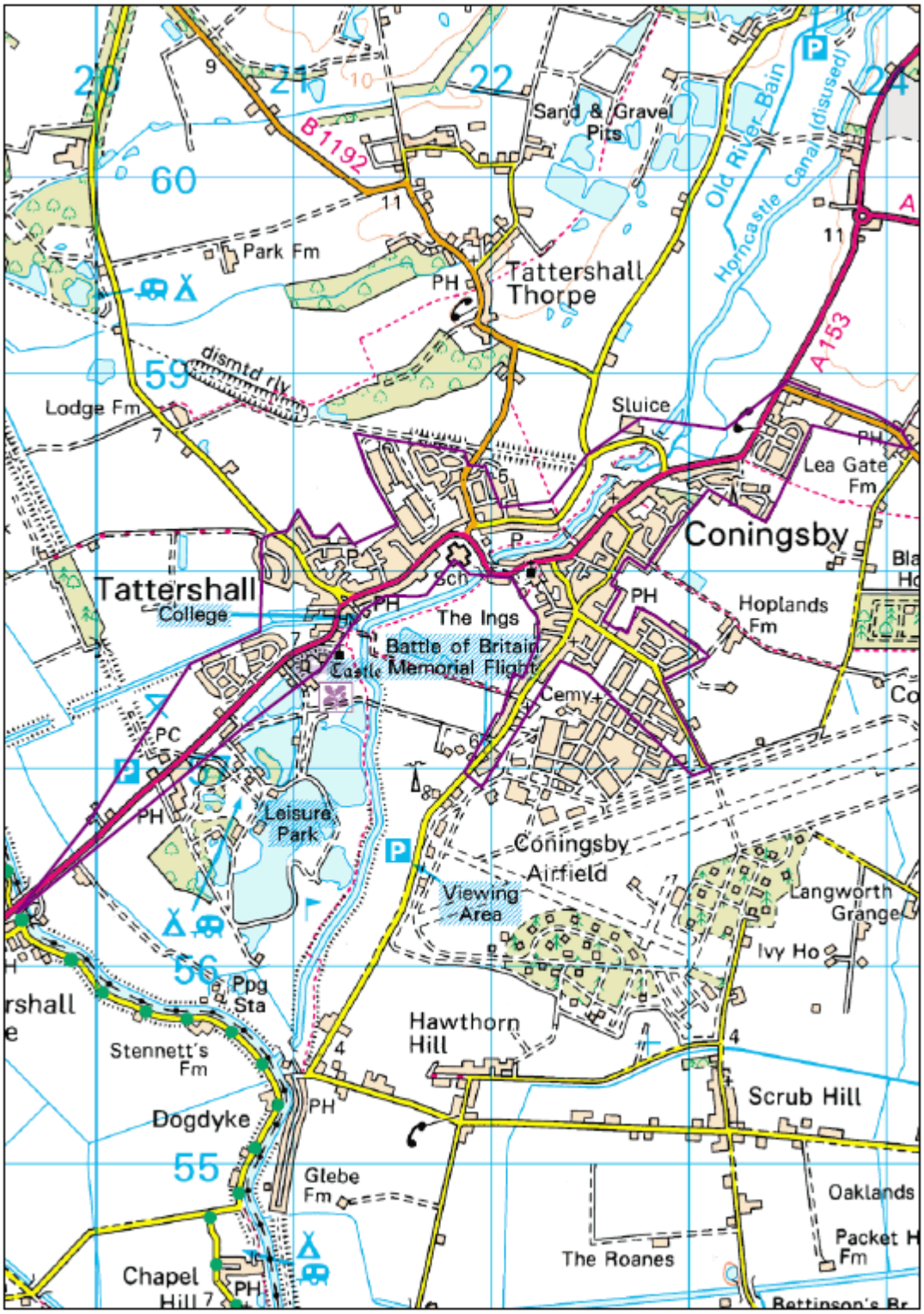
Cemy
Sch
Sports
Hall
Caistor
ROMAN TOWN
Sch
B 1225
Whitegate
Hill
Nettleton Ho
Suddell Ho
12
Nettleton
Bleak
Ho
Fm
PH

Coningsby


B1192
Sand & Gravel Pits
Old River Bain
Horncastle Canal (disused)
A153
Park Fm
Tattershall Thorpe
PH
dismtd rly
Lodge Fm
Sluice
Lea Gate Fm
Coningsby
Tattershall College
The Ings
Battle of Britain Memorial Flight
Castle
Hoplands Fm
Cemy
PC
Leisure Park
Coningsby Airfield
Viewing Area
Langworth Grange
Ivy Ho
Ppg Sta
Hawthorn Hill
Stennett's Fm
Dogdyke
Scrub Hill
Glebe Fm
Oaklands
The Roanes
Chapel Hill
Packet H Fm

Crowland

Gainsborough

Grantham


GRANTHAM
Great Gonerby
Belton
Belton Park
Deer Park
Syston
Syston Park
Barkston
Manthorpe
The Mill
Londonthorpe Wood
Alma Wood
Alma Park Industrial Estate
Harrowby Hall
Heath Fm
Barrowby
Barrowby Lodge
New Barn Fm
Gonerby Moor
Willowtops Ho
Pasture Fm
College Fm
Gonerby Grange
Cliff Fm
Jericho Wood
Jericho Fm
Hambleton Hill
Old Hall
Bridgewater Ho
Hotel
Thorns Fm
Stubbock Hill
Rectory Fm
Gonerby Hill Foot
Green Hill
Fairview Fm
Earlesfield
Leisure Centre
Sports Stadium
Spittlegate
St Vincent
Barracks
Harlaxton Lower Lodge
Grantham Canal
Harlaxton
Harlaxton Manor (Coll)
Swine Hill
Wealdmore Lodge Fm
Stroxton Lodge
Lodge Fm
Stroxton
The Manor Ho
Gibbet Hill
Grange Fm
Little Ponton
Tumulus
Woodnook
Ponton Park Wood
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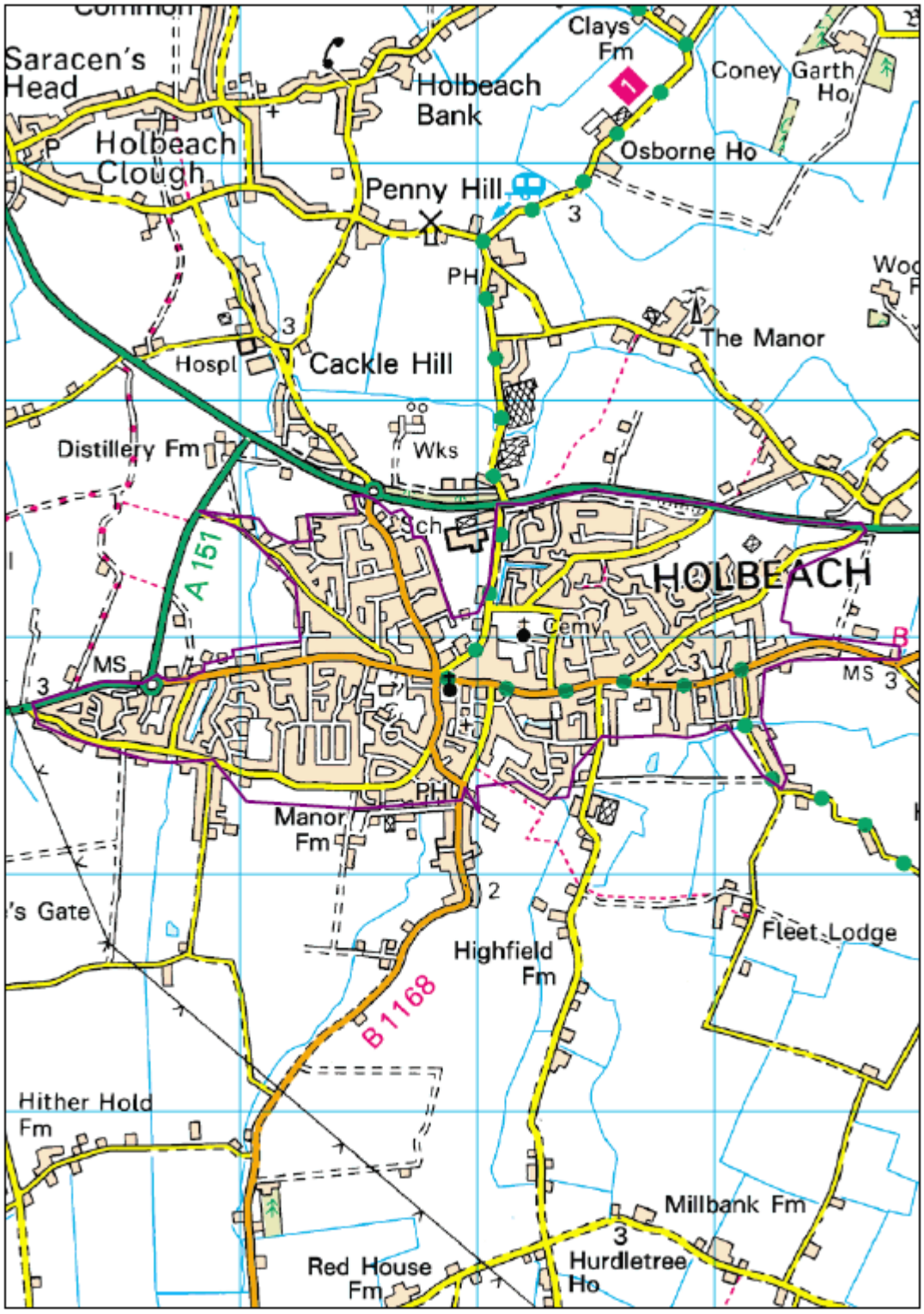
B6403

Holbeach


Saracen's Head
Holbeach Clough
Holbeach Bank
Clays Fm
Coney Garth Ho
Osborne Ho
Penny Hill
PH
The Manor
Hospl
Cackle Hill
Distillery Fm
Wks
A 151
HOLBEACH
Cemy
MS
MS 3
PH
Manor Fm
's Gate
Highfield Fm
Fleet Lodge
B 1168
Hither Hold Fm
Millbank Fm
Red House Fm
Hurdletree Ho

Horncastle


West Ashby
Furzehills
Valley Fm
Cemy
Gorse Covert
Glebe Fm
Shearman's Wath Br
Thimbleby Ho
River Waring
Viking Way
Poplar Fm
Manor Fm
Low Toynton
25 Nurseries
26
27
28
A153
A158
A1191
B1191
B1118
HORNCASTLE
ROMAN TOWN
High Toynt
Sluice
Cem
Stonehill Fm
Mareham Grange
Westfield Fm
Thornton Lodge Fm
Wks
Loxley Fm
Telegraph Ho
Low Fm
Bain
Sch
Weir
Coll
PH
CH

Lincoln


South Carlton
Riseholme
Burton-by-Lincoln
Bishop Br
Skellingthorpe
LINCOLN DISTRICT
LINC
Swanpool
New Boultham
Boultham
Birchwood
Boultham Moor
Canwick
Bracebridge Heath
NORTH HYKEHAM
HYKEHAM STA
South Hykeham
Waddington
Waddington Heath
Sand & Gravel Pit
Whitehall
Airfield
River Witham
Viking Way

Long Sutton


Lutto
gate
B 1359
MS
3
Sch
Butterfl
Little
Londe
5
LMP
P
PH
Long
Sutton
9
A 17
White House
Fm
Motel
2
390

Louth


Lawn
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thorpe Fm
Keddington Grange
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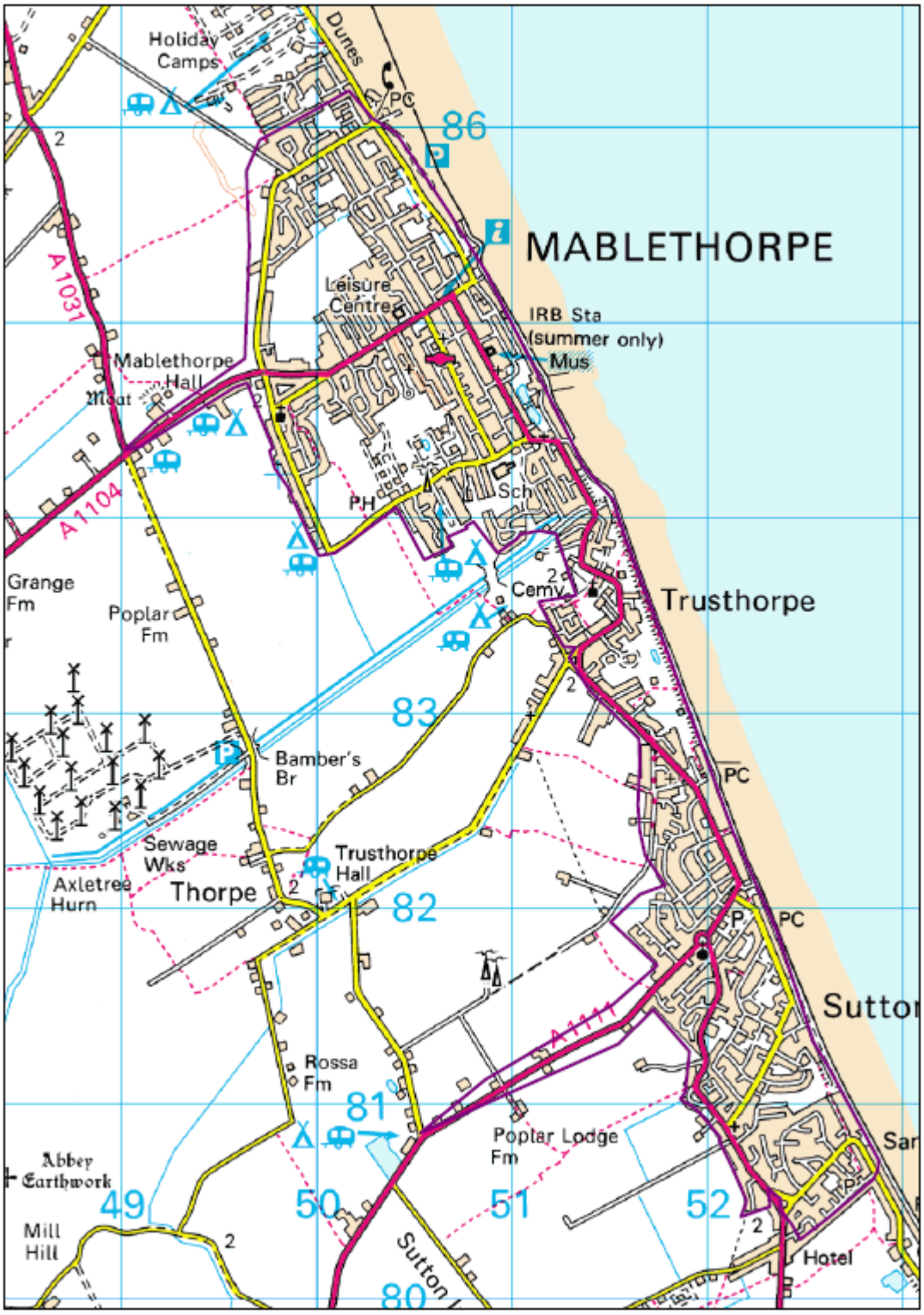
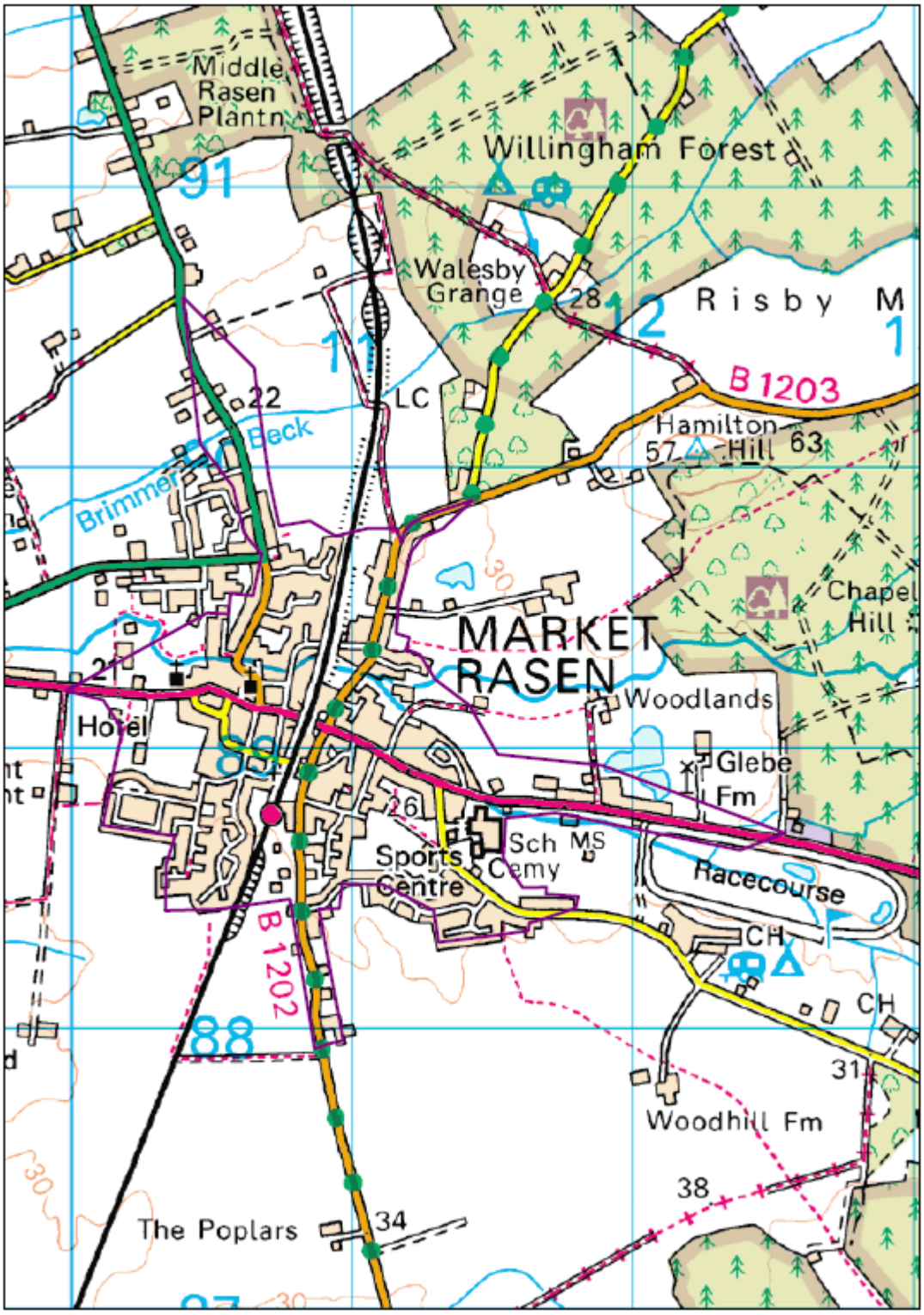
50
Southfield Ho
A 16
B 152

Mablethorpe



Market Deeping

Market Rasen



Skegness


PH
Winthorpe
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PC
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Sch
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Leisure Centre
South View Hotel
PH
A 158
CH
Hotel
Sports Centre
B 1528
Schs
SKEGNESS
PC
Marine Zo
Mus
Hospl
Pier
LB Sta
PC
A 52
Industrial Estate
The Woodlands
Hotel
LC
Marsh Fm
Vine Hotel
CH
Croft Grange
Dunes
ft Marsh
Seacroft
54

Sleaford


Leasingham
Hall
A 15
Motel
Moor Fm
A 153
12
Holdingham
A 17
PH
B 1518
B 1517
LC
R-i-v-e-r
SLEAFORD
Galley Hill
Cemy
A 15
Mill
Sch
13
Bouncing Hill
Castle Earthworks
16
Sch
LC
LC
The Maltings
B 1517
MP
29
12
Mareham Lane Fm
Quarrington
Lodge Fm
12
9
Butt

Spalding


Crossgate
Pinchbeck
B 1180
B1356
B1180
Chase Fm
Mill Green Ho
Chestnut Ho
Lindum Ho
Vernatt's Drain
SPALDING
Festival Gardens
Spring
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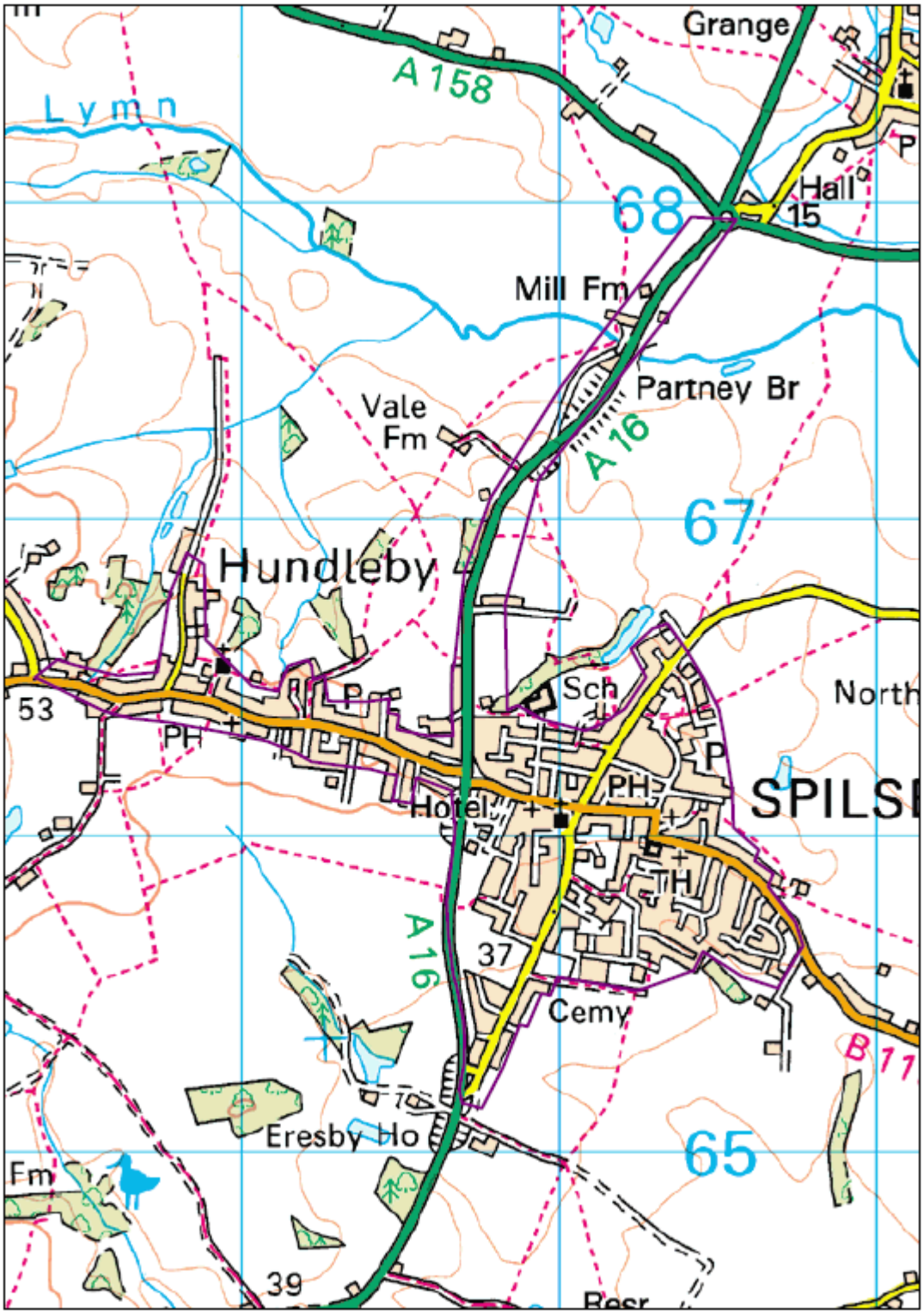
Fulney
Low Fulney
Clay Lake
Cromaton Channel
A151
Horseshoe Br
Little London
Fen End
B1172
B1173
Ash Holt
Sharp's Br
Platts Br
Otway Ho
Cemy
Hospl
Sch
Mus
MP
MS
Wks
LC
PH

Spilsby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A 158
Lymn
68
Hall
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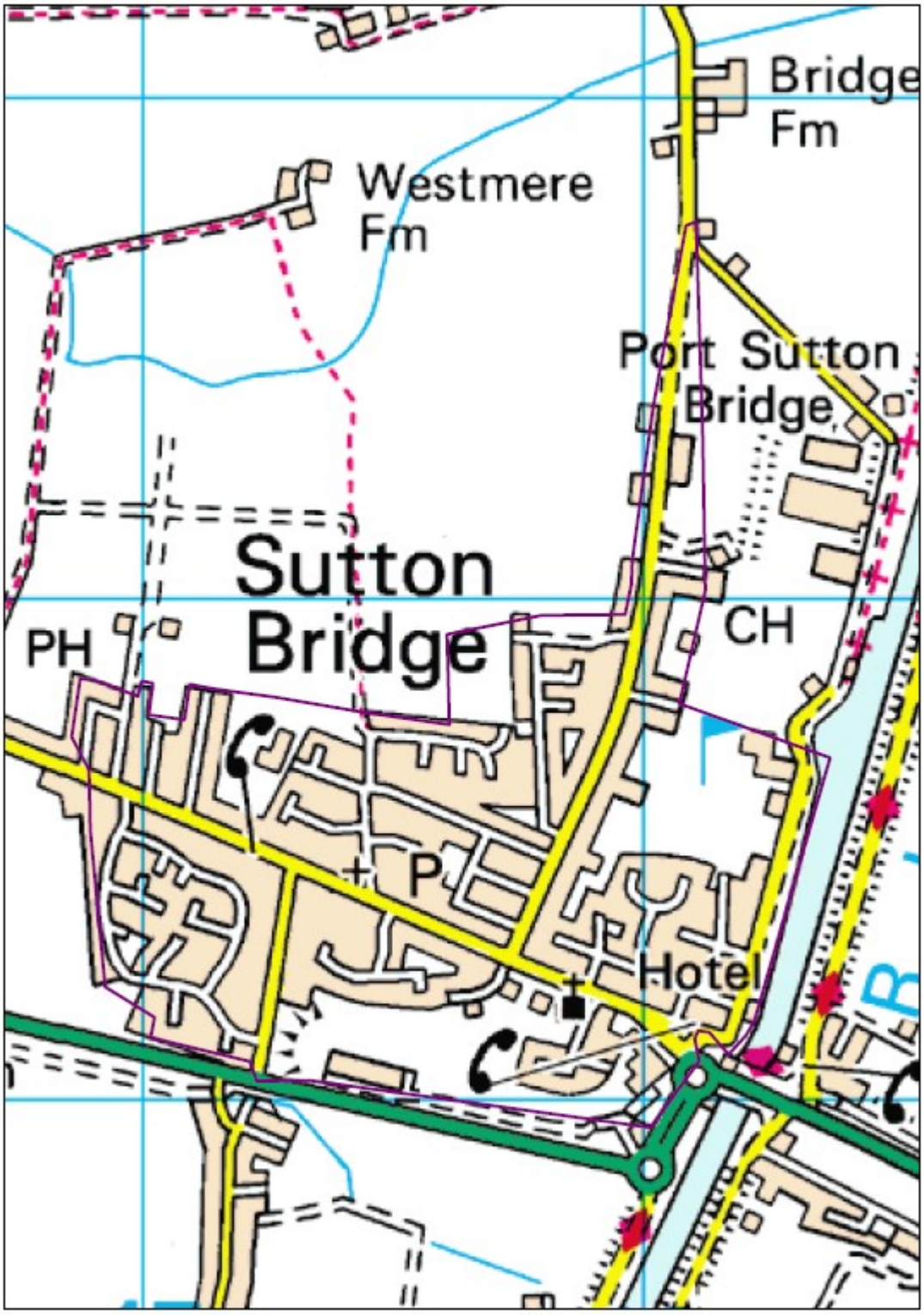
Mill Fm
Partney Br
Vale
Fm
A 16
67
Hundleby
53
PH
Sch
North
PH
Hotel
SPILSI
H
A 16
37
Cemy
B 11
Eresby Ho
65
Fm
39

Stamford


Mounts Lodge
Rob Hall Fm
Open Air Theatre
Ryhall
Totethorpe Hall
Cemy
Belmesthorpe
Little Casterton
Coll
Wks
ROMAN TOWN
Great Casterton
PH
Toll Bar
MP
Northfields Fm
Borderville
Weir
Belmesthorpe Grange
River Gwash
Sch
B 1081
Leisure Centre
Newstead
Wks
Hospl
A 606
Mus
STAMFORD
A 1
A 6121
Tinwell
South View Fm
Deer Park
Burghley Ho
Wothorpe
Burghley Park
George Fm
B1081
Jurassic Way
Easton on the Hill
Macmillan Way
Hereward Way

Sutton Bridge



Summary of Changes – HAMP 2016

- 4.15 (p.32) Gully cleaning frequency changed from once per year with a targeted second clean to once per year.
- 4.19 (p.34) Grass cutting (safety cuts) reduced from 3 to 2 cuts per year on all hierarchies.
- 4.19 (p. 35) Weed control changed from 3 to 1 treatment in a year.
- 4.21 (p.36) Slight changes to wording to update number of RNRs and mention the environmental benefit of less safety cuts to verges.
- Appendix A e) (p. 48) repeat of drainage cleansing changes
- Appendix A g) (iii) repeat of changes to grass cutting
- Appendix A g) (iv) repeat of changes to weed control

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Lincolnshire COUNTY COUNCIL
Working for a better future

Policy and Scrutiny

Open Report on behalf of Executive Director for Environment and Economy

Report to:	**Highways and Transport Scrutiny Committee**
Date:	**12 September 2016**
Subject:	**Street Lighting Transformation Project Update**

Summary:

Lincolnshire Council Council (LCC) manages street lighting to make sure it is efficient, sustainable and relevant for the county. Where possible, the council in looking to make savings on these costs whilst making sure roads and communities remain safe. The project started to deliver changes on 4 April 2016.

The county wide project is currently due to complete by March 2017, from when it will deliver a range of savings. The project has adjusted 19,510 street lights which equates to annual savings of 4,997,230 kWh electicity and £474,737 so far.

This paper provides a progress update on the project up to 31 August 2016.

Further information can be found on the LCC Website:
www.lincolnshire.gov.uk/streetlighting

Actions Required:

Members of the Highways and Transport Scrutiny Committee are invited to consider and comment on the report and highlight any recommendations or further actions for consideration.

1. Background

Lincolnshire County Council (LCC) manages street lighting to make sure it is efficient, sustainable and relevant for the county.

We are transforming the way we provide street lighting in Lincolnshire to save over £1.7m per year, reduce LCC's carbon footprint by over 6,000 tonnes of CO2, reduce light pollution and ongoing maintenance needs. The project started to deliver changes from 4 April 2016 and is due to complete by the end of March 2017.

The changes are being implemented in line with Lincolnshire County Council's street lighting policy which has been approved through the political decision making process.

This savings will be achieved by the:

- Conversion to LED of approximately 17,000 lights, which are currently rated at 90W or above. These will also be dimmed in accordance with policy.
- Switching off of up to 3000 lights on roads away from built up areas, following careful assessment by Lincolnshire Road Safety Partnership.
- Introduction of 'part-night' lighting to approximately 38,000 street lights, mainly in residential areas, where street lights will switch on at dusk (currently around 9:00pm but from 3:30pm in winter) and stay on until around midnight. They will then come back on at 6am (providing lighting levels require it) until dawn.

Project Update

The Street Lighting Transformation Project is currently due to complete by March 2017 and has achieved the following changes as at Wednesday 31 August 2016:

8165 LED lantern conversions

11,050* Part Night conversions completed

* 2,500 of these have had a revisit to change their switch off time from 10pm to midnight. These photocells are being reprogrammed so that they can be utilised later in the programme.

295 street lights have been fully switched off after careful assessment alongside colleagues at Lincolnshire Road Safety Partnership.

These changes convert into the following annualised savings being achieved so far:

Item	Annual Energy Reduction	Annual £ Saving
Project Totals	5,035,294 kWh	£478,353
198 new Items since 01/04/16	- 38,064 kWh	- £3,616
Overall Total	**4,997,230* kWh**	**£474,737**

*of 12,500,000 kWh predicted annual reduction.

The Street Lighting Policy was updated on 18 July 2016 as a result of the decision to adjust some part night lighting switch off times from 10pm to midnight, following concerns raised by some of those affected. Where part night lighting is introduced, lights will now stay on until midnight. They will then come back on at 6am (providing lighting levels require it) until dawn.

Communications

Parish Councils, and the relevant local LCC Councillors, continue to be written to in advance of any street lights being completely switched off (following careful assessment) in their areas.

The project continues to issue press releases to local media on an area by area basis in advance of changes being made. These remind residents of the project whilst also addressing the perception of increased crime and road traffic collisions.

A 4000 signature petition was received at the Highways and Transport Scrutiny Committee on 13 June 2016. The petition has been formally responded to by Cllr R Davies, Executive Member for Highways and Transportation.

A further County News article on Street Lighting is due to be circulated to all households in Lincolnshire in the Autumn Edition.

2. Conclusion

The project is progressing well and is still due to complete by March 2017, having managed the need to revisit around 2,500 lights, to change them from 10pm to midnight switch off.

The project will continue to install LED and part night conversions, in accordance with the Street Lighting Policy, across the county as indicated by the programme as highlighted at: www.lincolnshire.gov.uk/streetlighting

The project will continue assessing the proposed 'switch offs' with Lincolnshire Road Safety Partnership.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. 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 Richard Hardesty, who can be contacted on 01522 550393 or richard.hardesty@lincolnshire.gov.uk.

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Lincolnshire COUNTY COUNCIL
Working for a better future

Policy and Scrutiny

Open Report on behalf of Richard Wills, Executive Director for Environment and Economy	
Report to:	**Highways and Transport Scrutiny Committee**
Date:	**12 September 2016**
Subject:	**Performance Report Quarter 1 1 April 2016 to 30 June 2016**

Summary:

This report sets out the performance of the highways service including the Lincolnshire Highways Alliance, Major Highway Schemes Update and the Customer Satisfaction Information (including service specific complaints and compliments).

Actions Required:

The Committee is asked to consider and comment on the detail of performance contained in the report and recommend any changes or actions to the Executive Member for Highways, Transport and IT.

1. Background

This report draws together performance and update information on the whole of the highways service in Lincolnshire.

This performance report contains:

- Lincolnshire Major Highway Schemes Update;
- Lincolnshire Highways Alliance Performance Report – Year 7, Quarter 1
- Customer Satisfaction Information (including service specific complaints and compliments).

Highway Condition information and the NHT Public Satisfaction Survey Result are measured and reported annually.

There are five major highway schemes reported through the Council Business Plan:

- Lincoln Eastern Bypass
- Grantham Southern Relief Road
- Lincoln East West Link
- Spalding Western Relief Road
- Progress with Lincoln Southern Bypass

There are a number of other major highway and other infrastructure projects which are of a significant scale and may have a major impact on the County and surrounding area. All of these schemes are included in the Lincolnshire Major Highway Schemes Update Report found as Appendix A to this report.

Lincolnshire Highways Alliance Performance

Introduction

The Lincolnshire Highways Alliance is an Alliance between the County Council, Dynniq, Mouchel and Kier. The Alliance delivers the majority of highway services through the Traffic Signals Term Contract, the Professional Services Contract and the Highways Works Term Contract which all started on April 2010.

Each of the Alliance contracts has recently been extended by 1 year to 31st March 2019, which means that the contract has been issued to year 9 of a possible 10.

Performance

Quarterly performance is reported through the Alliance management structure, with performance issues becoming the subject of an improvement action plan. A copy of the Lincolnshire Highway Alliance Performance Report for Year 7, Quarter 1, can be found at Appendix B. This covers the period of 1 April 2016 to 30 June 2016.

The Alliance partners have managed to achieve their targets for Quarter 1. The results per contract area are:

- Alliance Key Performance Indicators (LCC/Kier/Mouchel/Dynniq) – 79%
- Highways Works Term Contract Performance Indicators (Kier) – 89.3%
- Traffic Signals Term Contract Performance Indicators (Dynniq) – 95%
- Professional Services Contract Performance Indicators (Mouchel) – 86.3%
- Client Performance Indicators (LCC) – 74%

The performance achieved in Quarter 1 shows that the Alliance Indicators are at a good level and look set to remain as we progress through Year 7. A series of new indicators are being trialled alongside the current set of indicators to target and challenge each partner so that the Alliance continues to evolve.

Traffic Signals Term Contract

Dynniq have very good staff retention. They attended 417 faults in the first quarter of 2016/2017 and received 97 Confirm orders. Cyclic maintenance is on target at the end of Quarter 1. A pure remote lamp control system site using micro-trenching has been installed on the urban transport control system on Manthorpe Road in Grantham. This also incorporates integrated video detection, combining normal approaching detection, occupancy detection and live video feeds.

Highway Works Term Contract

The main focus of work is to improve carriageway condition. In this Quarter we have repaired approximately 28037 potholes, completed approximately 12500 jobs costing £9.5 million.

The Permitting trial has commenced for all works within the Highway Works Term Contract in preparation for the introduction of the Permit system in October. So far the trial has been extremely useful for both parties and has enabled systems and processed to be tested. Theoretical fines are being recorded throughout the trial and the results are as follows:

Permits issued from April – June

Total:	1890
Altered:	167
Potential cost:	£55,790.00

The Verge Biomass trial was completed successfully, gaining interest nationally and at a regional level. The biomass collected during the trial will be fed through the Anaerobic Digester in November and the results obtained will enable the study to reach its conclusion. The second cut at the same sites will be carried out during August and harvested by hand.

The surface dressing programme is currently on course for completion w/c 22nd August 2016. The programme will see the completion of approximately 2.4 million sqm of surface delivered countywide. Testing weather early in the programme has resulted in a few minor issues that have been since been ratified or due for remedial repair as part of next seasons works.

The programme has also included Lincolnshire County Councils commitment to treat a material known in the industry as 'Thin Surface Course' that has shown a rapid failure rate when laid circa 1998. Timely treatment of this material has prolonged the life expectancy of this particular material.

Thoughts are already in place for the 2017 surface dressing programme which is likely to see a similar area completed.

Professional Services Contract

The Technical Services Partnership continues to be engaged in the design of our major schemes, other internal and external design of schemes, traffic modelling and other consultancy work.

The flexibility of this "mixed economy" public/private sector contractual arrangement continues to work well, responding to a very significant peak in resource needs associated with Phases 2 and 3 of Grantham and also associated with the Floods and Water Management Act.

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	Lincolnshire Major Highway Schemes Update - September 2016
Appendix B	Lincolnshire Highways Alliance Performance Report Year 7, Quarter 1
Appendix C	Customer Satisfaction Survey (including service specific complaints and compliments)

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 Paul Rusted, who can be contacted on 01522 553071 or paul.rusted@lincolnshire.gov.uk.

APPENDIX A

LINCOLNSHIRE MAJOR HIGHWAY SCHEME UPDATE – 12 September 2016

LINCOLN EAST WEST LINK – David Walton

Background – Scheme cost £23 m, part of the Lincoln Integrated Transport Strategy and also a regeneration scheme. Will offer an across town route to mitigate the impact of potential lengthy level crossing closure also opens up development opportunities. Contract awarded to Balfour Beatty, off highways works started 3 November 2015.

Current Position – Scheme currently on programme for completion by 7 October 2016. Work on the Heritage Building structure is now complete and the scaffold is being removed as soon as the windows have been installed.

The main structures are now complete and the City of Lincoln has converted the car park to the north of Tentercroft Street to a temporary bus station ready for operation at the end of August now that the Department of Transport funding for the Lincoln Transport hub has been confirmed. Traffic is now using the East/West link and temporary traffic lights are in operation subject to installation of the permanent traffic signals.

Works to Brayford Wharf East have been added to the works package to make Brayford Wharf East one way northbound and formalise the left in left out at St. Marks precinct. This work which has already started is funded from a separate budget but added on to reduce disruption to the public.

A low key opening ceremony has been arranged for 18 November 2016 with the same invited guests that started the works.

SKEGNESS COUNTRYSIDE BUSINESS PARK – Paul Wheatley

The main works contract has been put out to tender via a mini competition using the MHA framework. An appointment in conjunction with the landowner and main financial contributor is expected to be made in October when land transfers will also be completed. A second iteration of the design drawings for the workspace units to be constructed on the park once civil engineering works are completed, is currently awaited from Kier.

SELECT LIST FRAMEWORK – Steve Brooks

Background – Lincolnshire's current framework has expired. The framework being a list of contractors approved to work on our highway network, contractors who are

capable of delivering a range of highway related maintenance and construction services up to a value of £4.1 m (the current EU limit). The framework was tendered in line with European procurement regulations and streamlines the procurement process for any subsequent call-off tenders and has delivered efficiency benefits throughout its life.

Current Position – for the past nine months, we have been focussing our attentions on tendering a new framework. Drawing on the experience gained on the current framework, we have attempted to make the new one more attractive to contractors by reducing the number of "lots", and also reduced the number of contractors within each lot, the rationalise being that those contractors who successfully gain a place on our framework will be better placed to competitively win more work.

In line with European procurement regulations, the tender process has two stages. The first stage (the PQQ) is complete, the returns have been marked, contractors graded and the unsuccessful ones removed from the process and informed.

The second stage (the Invitation to Tender (ITT), have been returned and marked as per the programmed dates. The contractors involved have been informed whether they have been successful or not and we are now in the "Alcatel" 10 day stand still period. The formal award letters will be issued on 1 September and the new framework will start on 2 September and last for a period of four years.

A fuller update will be provided on the Select List Framework at the next Highways and Transport Scrutiny Committee Meeting.

GO SKEGNESS – Steve Brooks

Background – The Smarter Choices Team have secured £4 m of funding through the Greater Lincolnshire Local Enterprise Partnership to help improve sustainable transport links to and through Skegness and Ingoldmells. Transport studies have been conducted to identify sites where improvements can be made to assist bus movements, cyclists and pedestrian provisions and to help promote local attractions.

Various sites have cascaded out of this study and we have progressed designs, the first of which are due on site in September of this year. With Skegness being a busy holiday destination, we are limited to working through the winter months, so as not to unnecessarily affect summer traffic movements. The first wave of schemes will therefore be complete by the end of March.

Within the first wave of schemes, there is one tendered scheme – the A52 Bus Lane extension close to Butlins, the rest are smaller in magnitude and will be constructed by our Alliance Partner Kier.

LINCOLN SOUTHERN BYPASS – Lee Rowley

Background – Scheme progressed to Preferred Route status agreed by the Executive on the 5 December 2006 and some "blight" property bought to delivery scheme. Estimate for dual scheme at that time was £67 m but this has now been revised to £90 m.

Current Position – No current design activity. Some discussions with developers regarding constructing part of a scheme to allow access to development land. The next stage is to submit a planning application for all or part of the route. Timescales for this activity are unknown at the present. Bids have been submitted to both the Lincolnshire Enterprise Partnership and Highways England to assist with funding construction of the improvements to the A46 roundabout, both were unfortunately unsuccessful. A further bid has been submitted by Greater Lincolnshire Local Enterprise Partnership to the Government's Large Local Major Schemes Fund for development of the scheme. Further funding opportunities continue to be sought.

LINCOLN EASTERN BYPASS – Lee Rowley

Background – Scheme costs £96m - £50m DfT - £34m Development - £12m Lincolnshire County Council. Originally planned as a dual carriageway scheme but reduced to single carriageway after guidance from the DfT regarding funding availability. Planning permission for a single carriageway scheme granted June 2013 and Public Inquiry following objections to the Side Road Orders (SRO) and Compulsory Purchase Orders (CPO) held February 2014. July 2014, DfT declined to confirm the CPO's/SRO's due to safety concerns over crossing of Hawthorn Road by non-motorised users. In all other respects, the planning Inspector found that the scheme, including closure of Hawthorn Road was sound. Revised NMU Bridge granted planning permission on 6 October 2014 and revised CPO's/SRO's published on the 23 October with an end date of 5 December 2014. DfT Orders Team decided that a further Public Inquiry was required. Second Public Inquiry held in August 2015.

Current position – Outcome of second Public Inquiry now known and orders confirmed following 6 week Judicial Review period which ended on the 15 April.

Network Rail have appointed BAM Nuttall on a design and build contract to deliver Spalding Line overbridge (road under railway) on Lincolnshire County Council's behalf. Draft design prepared and costed, authority was sought from Executive Councillor on 20 January to enter into contract with Network Rail to allow them to award construction contract.

The issue concerning Network Rail's inability to confirm the Disruptive Track Possession required to deliver this element of the scheme remains. A provisional date for October 2017 has been booked but this has been disputed by the freight operators. Discussions with freight companies have been protracted and are ongoing.

The selection of a tender list of four contractors was completed in December. Tenders were issued in early June with a tender period of 12 weeks.

Once a firm bid has been received, the Council will need to submit a Final Funding approval document to DfT to secure the £50 m provisional funding granted in November 2011.

LINCOLN FOOTBRIDGES – Lee Rowley

High Street Footbridge – the footbridge opened on the 24 June with the lifts opening slightly later. Network Rail are currently carrying out remedial works to resolve various defects.

Brayford Wharf East – a planning application is expected to be submitted by Network Rail to the City of Lincoln during the Autumn 2016. Network Rail hope to have the scheme open in the Autumn of 2017.

BOSTON QUADRANT – Richard Hardesty

Background – A developer led scheme for a new football ground and mixed use commercial and residential use. This includes a link road between A16 and London Road with a new roundabout on the A16 and signalised junction on London Road.

The Boston Quadrant forms what could become the first section of a proposed Boston Distributor Road, as highlighted within the current draft South East Lincolnshire Local Plan. The draft plan states: "A corridor will be safeguarded within which the (distributor road) works can be delivered, to be agreed with the Borough and County Councils. There are sections requiring major structures over rail, road and water that cannot be funded at present and, without which, the route will not function as a distributor road".

Current Position – Quadrant 1, a mixed use development by Chestnut Homes is now under way, having started installing a new roundabout south of Boston on the A16 under Section 278. LCC is currently conducting a Section 38 Design Check on the section of road which links the A16 roundabout to the adjacent London Road (via a signalised T junction).

SPALDING WESTERN RELIEF ROAD – Richard Hardesty

Background – A scheme to provide alternative route for potential through town traffic and to unlock development potential.

Current Position – Phase 1 south is now designed, with the developer due to submit the scheme to South Holland District Council as part of a reserve matters planning application in the Autumn. Negotiations are underway in relation to the share of cost between LCC and the developer, through the use of a Memorandum of Understanding.

The Spalding Western Relief Road is referred to in the draft South East Lincolnshire Local Plan. Further draft plan consultation events have been held locally during July and August with "Phase 2 North" being a key part of the plan. The North phase has a high level design and also awaits developer stimulus.

GRANTHAM SOUTHERN RELIEF ROAD (GSRR) – Les Outram

Background - Overall Grantham Southern Relief Road scheme consists of two main elements, delivered over 3 phases. Southern Quadrant Link Road (SQLR) target cost £52 m, including a viaduct over the Witham Valley (River Witham and East Coast Main Line); and 2 phases of King 31 target cost £28m, including a new grade separated junction with the A1.

SQLR – Planning permission submitted March 2013 and conditionally approved November 2013. Any further Appeal to the Judicial Review (JR) was rejected by the Appeal Court and Supreme Court. Furthermore, we now have a new permission through a revision in the planning process which was not JR challenged.

King31 – Planning permission granted in 2010 to Landowner/Developer. Due to lack of progress, Lincolnshire County Council took over the procurement (with an inherited design) with contribution agreement from Landowner. Significant funding has been received from the Greater Lincolnshire Local Enterprise Plan, but with tight timescales.

Current Position - SQLR – S.73 change required for additional bridge span (giving new Planning Permission for all of SQLR) was approved 10 November 2015. This is effectively Phase 3 of GSRR. Design nearing completion but approval for viaduct over the River Witham and East Coast Main Line by Network Rail still required. CPO/SRO process now commenced (we are trying to secure land by private treaty).

King31 – Phase 1 of scheme, extended into Phase 2 to make use of necessary cut material as "free" fill, commenced in September 2015 and was substantially complete in July, the contractor is currently undertaking snagging works regarding the surfacing with the exception of the south tie-in on B1174. Lincolnshire County Council has agreed financial contribution arrangements with landowners via Heads of Terms but with a formal agreement imminent has still to be signed. Significant utility diversions commenced to facilitate further Phases.

Buildability of inherited design for Phase 2 resulted in a new planning application for the grade separated junction on the A1. This is now approved and Highways England has to process their Line Orders. Unfortunately this was to will include a short diversion of a Public Right of Way, which they now feel 'uncomfortable' including and we are seeking a way forward.

We are continuing discussions with our "selected" contractor (Galliford-Try) from the Midlands Highways Alliance (MHA) to provide a contractor input and gearing up for an agreed target cost, scheduled for conclusion in August 2016.

An additional funding bid has also been made through Highways England with the result awaited.

A17/A151 – PEPPERMINT JUNCTION, HOLBEACH - Richard Hardesty

Background – A joint highways and development scheme which will consist of a 3 arm roundabout at A17/A151 junction and a 4 arm roundabout on the A151. This will improve road safety and open up land for mixed development, including around 1000 houses and is designed to relieve traffic from Holbeach Town Centre. Overall estimated cost of £5.4 m with £2.4 m from Greater Lincolnshire Local Enterprise Partnership Growth Deal. The project also considers improvements to the Boston Road roundabout as well as the resurfacing of adjacent sections of carriageway.

Current Position – Detailed design continues, including ground investigation works on adjacent land. Heads of Terms for required land transfer awaiting signature through solicitors.

The project continues to liaise with key stakeholders relating to outstanding S106 agreement for Manor Park, which is due to provide £1 m towards this scheme.

Traffic modelling confirms that the adjacent Boston Road roundabout requires improvements to capacity as a result of proposed increases in traffic and housing through the local plan. A business case has been approved to deliver these improvements, whilst considering pedestrian movements, through IT block capital funding. We are also liaising with the PRN programme with a view to delivering adjacent resurfacing projects during the same period.

The current programme, which would deliver the aforementioned range of improvements under one contract, will look to award the tender in March, mobilise during April, then commence works during May 2017.

Lincolnshire Highways Alliance
Performance Report
Year 7 Qtr 1: April to June 2016

July 2016

Introduction

This report is prepared for the Highways Network Alliance Group (HNAG) by the Performance Working Group. It offers a summary of the results from each of the agreed KPIs and PIs.

Highway Works Term Contract

HIGHWAY WORKS TERM CONTRACT				PERFORMANCE DASHBOARD	Quarter 1	TREND
PI	INDICATOR	TARGET	RESULTS	SCORE	0 5 10	
1	Street lighting Indicator	98.9% or above	98% compliance	9.80		▼
2	Response times for emergency works	99.5% or above	99.76% compliance	10		=
3	Tasks completed within timescale	97% or above	98.94% compliance	10		=
5	Acceptable site safety assessments	95% or above	100% compliance	10		=
7	Defect corrections requiring TM	98% or above	99.99% compilance	10		=
8	% waste reused/recycled	90% or above	94.6% compliance	10		=
9	Compliance with tendered Quality Statements	100% compliance	79.17% compliance	8		=
10	Quality assessment of workmanship	100% compliance	80% compliance	3		=
11	Measure/reduce carbon over the whole fleet	100% compliance	100% compliance	10		=
12	% task orders in compliance with TMA	95% or above	100% compliance	10		=
					-15 0	
4	RIDDOR incidents	0 RIDDOR incidents	0 RIDDOR incident	0		=
6	Service strikes	0 Services Strikes	3 Service Strikes	-1.5		=
					0 100	
			TOTAL	89.3		▲

Highway Works Term Contract Performance commentary 2016/17 Q1

PI1 - Street Lighting service standard: The indicator scored 9.8 which equates to an overall score of 97.73% on the indicator. The method of assessment has been amended to suit the transformation project.

PI2 - Response times for Emergency works: Performance has slightly dipped this Quarter to 99.76% from 99.8%. This has no effect on the overall score. Out of the 1261 emergency jobs over the quarter, 1258 achieved the required response rate.

PI3 - Tasks completed in time scale – 93 jobs out of 94 jobs were completed on time giving this PI a 98.94% score and full marks.

PI5 - Acceptable site safety assessment – This indicator was revised in Year 6. Instead of looking at the Quarter average the indicator now looks at a Yearly average. This is because not enough assessments were being undertaken over the Quarter to give meaningful data. The Indicator was scored as follows;

Quarter 2 Year 6 = 12 assessments/12 passes

Quarter 3 Year 6 = 7 assessments/7 passes

Quarter 4 Year 6 = 3 assessments/3 passes

Quarter 1 Year 7 = 13 assessment/13 passes

This gives a total of 35 assessments over the year with a total of 35 passes. This gives a score of 100% which means the indicator scores full markers for this Quarter.

PI7 - Defect correction requiring traffic management: There were 4232 jobs this quarter with 5 defects requiring traffic Management. This means that the indicator is at 99.99% and gains full marks.

PI 8 - % waste reused/recycled: Performance remains at a good level achieving top marks.

PI 9 – Delivery against a series of quality statements made during the tender for the contracts which are chosen each year by the performance group.

PI10 - Quality assessment of workmanship: This quarter there was only 10 tests of which 8 passed giving a total of 80% pass rate.

PI11 - Measure/reduce carbon over the whole fleet: This indicator continues to improve, showing that the Alliance fleet is continuing to reduce unnecessary mileage and journeys against a set baseline.

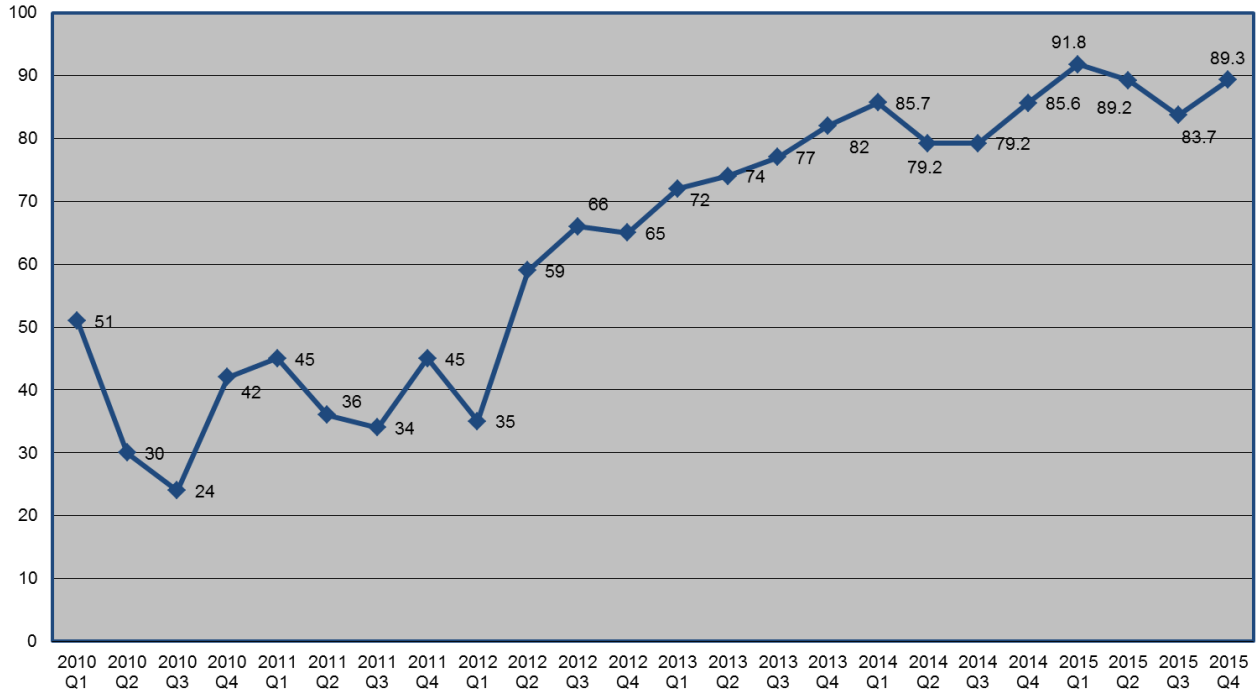
PI12 - % task orders in compliance with Traffic Management Act: The indicator has improved from 98.53% last quarter to 100% this quarter. This does not change the score and the indicator still scores full marks. Out of the 86 orders, all 86 had been assigned the correct notice.

PI4 - RIDDOR Incidents: There were no RIDDOR incidents reported this Quarter.

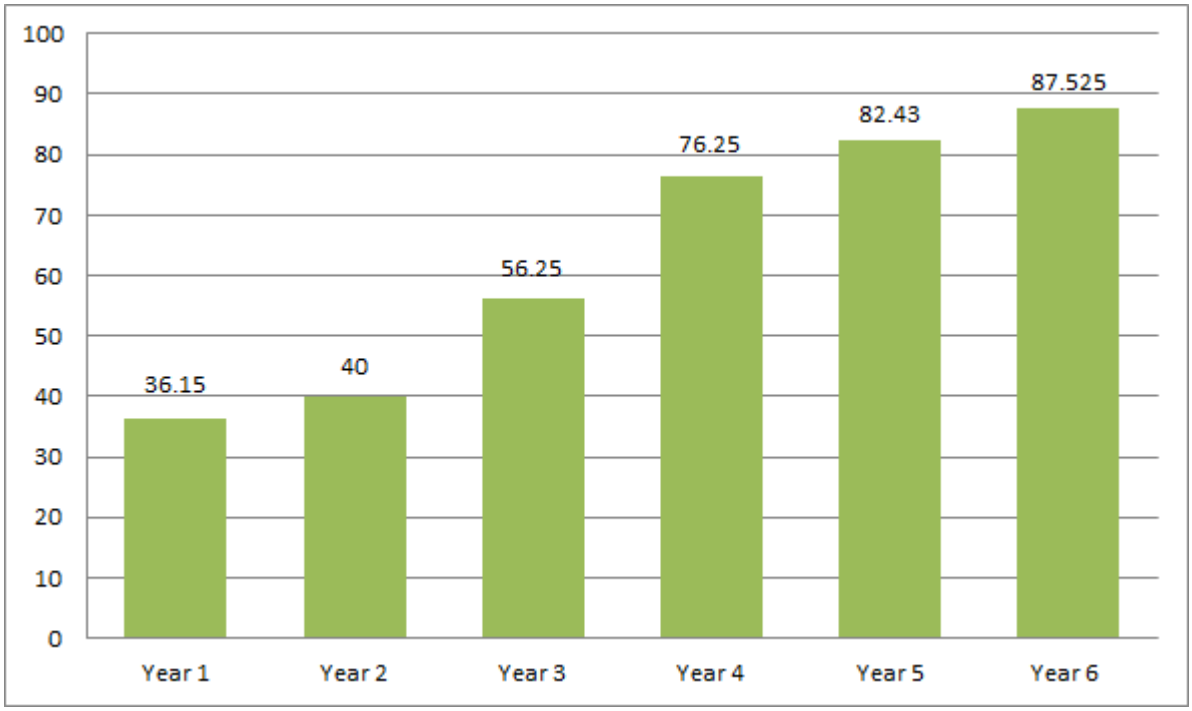
PI6 - Services Strikes: Three service strikes this quarter.

Overall Commentary

There has been a slight rise in performance scores this quarter, from 83.7 in Quarter 3 to 89.3 points this Quarter. This increase was mainly due to a recovery in the PI2 Emergency Response rate and an improvement on the Street Lighting indicator.



Highway Works Term Contract Scores over the Contract Period.



Highway Works Term Contract yearly average totals

Professional Services Contract

Professional Services Contract				PERFORMANCE SCOREBOARD	Quarter 1			
PI	CATEGORY	INDICATOR	RESULT	SCORE	0	5	10	15
1	Client Satisfaction	Product		15.0				
2	Client Satisfaction	Service		14.5				
3	Alliance Wellbeing	Compliance with tendered Quality Statements		7.5				
4	Predictability of Design Costs	Design Costs prior to Construction		10.5				
5	Predictability of Works Costs	Cost of Construction		12.5				
6	Predictability of Time for Design	Time for Design		13.3				
7	Predictability of Time for Construction	Time taken to undertake Works		13.0				
					0			100
		TOTAL		86.3				

PSP Performance commentary 2016/17 Q1

Overall commentary

Performance remains at a good level. Once again the headline is a consistent trend of continuous improvement. Performance is thus once again at an all-time high.

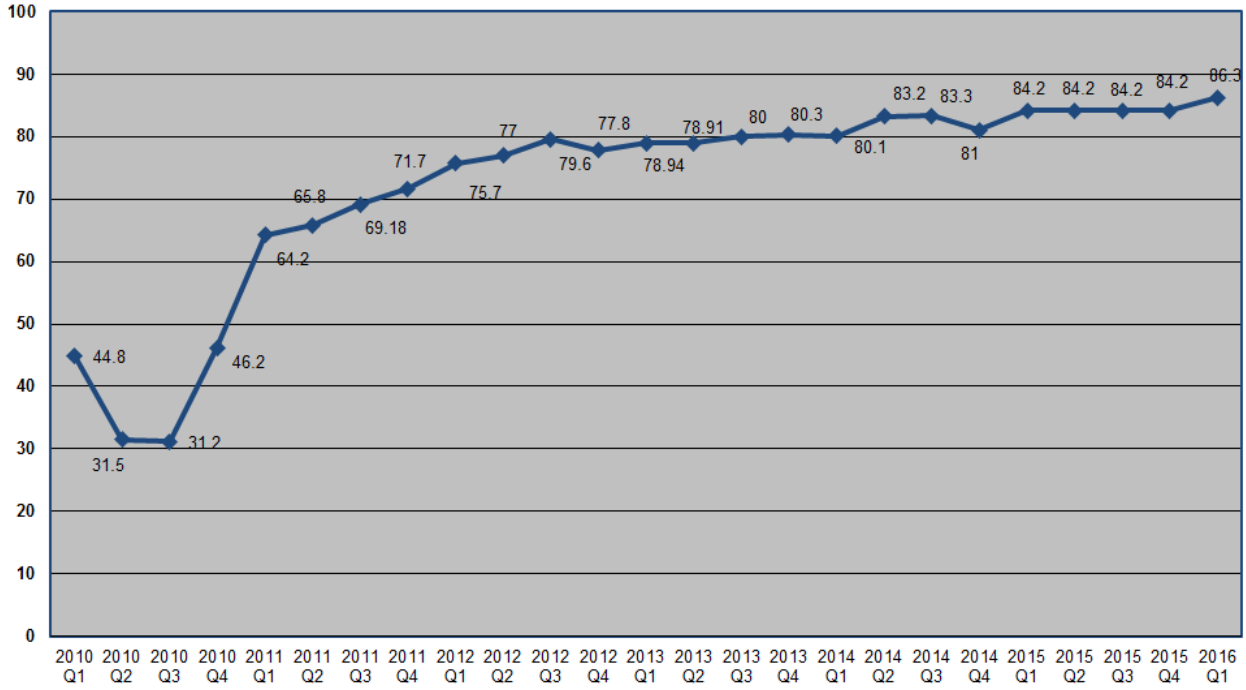
Comments on specific indicators are as follows:

PSP 1 and 2: Satisfaction scores remain at a high level, but this quarter the response rate has dropped significantly from the 80% achieved last quarter, and so are not necessarily as reliable. Changes have been introduced to increase response rate.

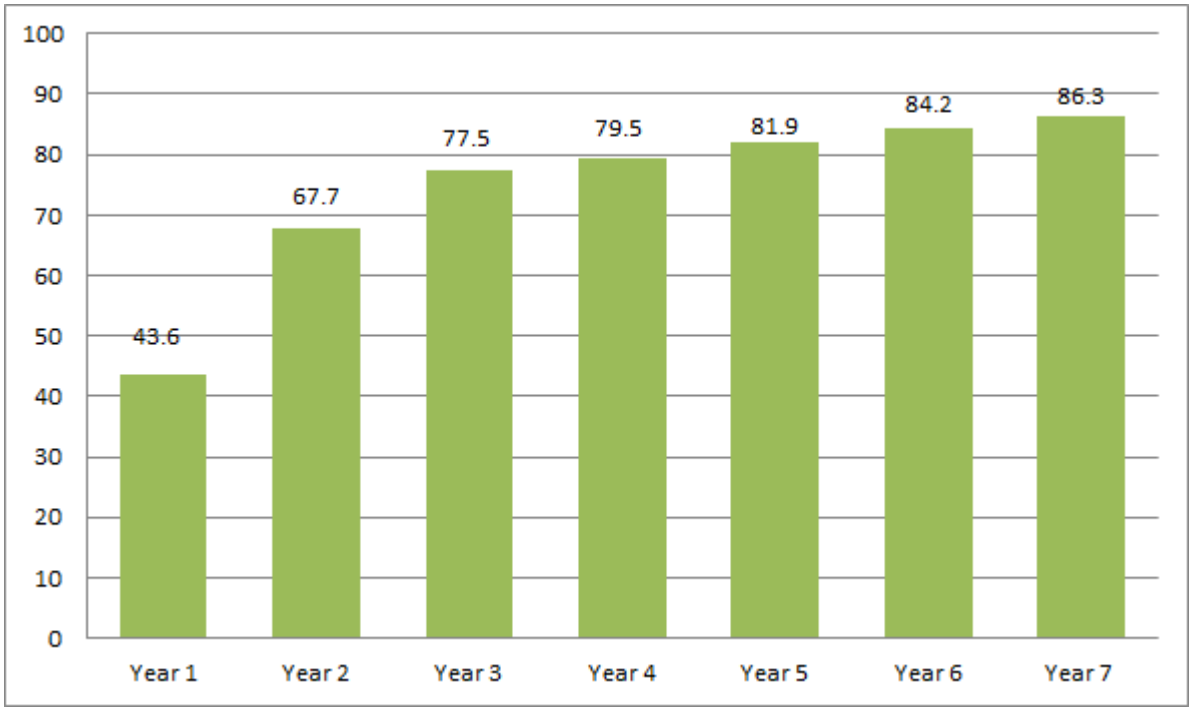
PSP 3: Quality statements. These ‘promises’ are revised each year. This year’s incorporate requirements to support delivery of key aspects of the TSP Improvement Plan and changes to the Mouchel management arrangements. Implementation this quarter is at an early stage and currently overall assessment is a score of 75%..

PSP 4 & 6: Design delivery to cost and time: Both remain at a good level, with improvements this quarter in delivery to cost and a marginal decline in delivery to time.

PSP 5 & 7: Works delivery to cost and time: Good result for delivery to time and cost. Worth noting that this only covers schemes provided externally. Performance on Alliance schemes to be measured in the Highways Works Term Contract performance indicators.



Professional Services Contract Scores over the Contract Period



Professional Services Contract yearly averages total

Traffic Signals Term Contract

TRAFFIC SIGNALS TERM CONTRACT		PERFORMANCE SCOREBOARD		Quarter 1	
					TREND
PI	CATEGORY	INDICATOR	SCORE	0 5 10 15	
1	Alliance Wellbeing	10 Critical Contractors Quality Promises	5		=
4	Service Standards	Weekly works planning and asset data supplied within agreed timescales	7		=
5	Service Standards	Number of Faults Cleared within Contract Timescales	10		=
6	Service Standards	% Task Orders completed on Time that LCC have specified the completion date	10		▲
7	Service Standards	% Task Orders completed free of remedial works	10		=
8	Service Standards	% Faults resolved at the first visit.	10		▲
9	Service Standards	% Task Orders carried out in compliance with TMA	10		=
10	Service Standards	% Annual Inspections completed PA	10		=
11	Environmental Impact	Carbon Emissions Target set to 123.77 Tonnes C02	10		▲
12	Environmental Impact	Waste / Recycling Target to be agreed with Contractor	3		▼
				-15 0	
2	Health & Safety	Reportable Accidents at Work	0		=
3	Health & Safety	Accepteable Site Safety Assessments PA	10		=
				0 100	
		TOTAL	95		=

Traffic Signals Term Contract Performance commentary 2016/17 Q1

Comments for the TSTC

PI 1 – All 10 quality promises are being met scoring 5 points for 100%

PI 4 – Weekly works planning and asset data supplied within agreed timescales. 3/3 Inventory's received and 13/13 Whereabouts submitted. 12/13 Dashboard compliance checks carried out in Q1. Total 97.44%. Two tasks on confirm, went overdue and appeared red on the dashboard on the 10th May.

PI 5 - Timescales for clearance are at 100%. All 397 faults received during Q1 have been cleared within the contract timescales.

PI 6 – 87 / 87 task orders that have been received during Q4 have been completed within the contract timescales. 100%

PI 7 – No remedial have been reported for Q4 with the 87 task orders completed, this includes the 8 work orders that required TMA, associated with PI9. 100%

PI 8 – 392/397 Standard faults & Emergency faults all faults resolved first time. 98.74%. 5 repeat visits in total during Q1.

PI9 – 8 task orders have been completed in Q1 in line with TMA, 100%

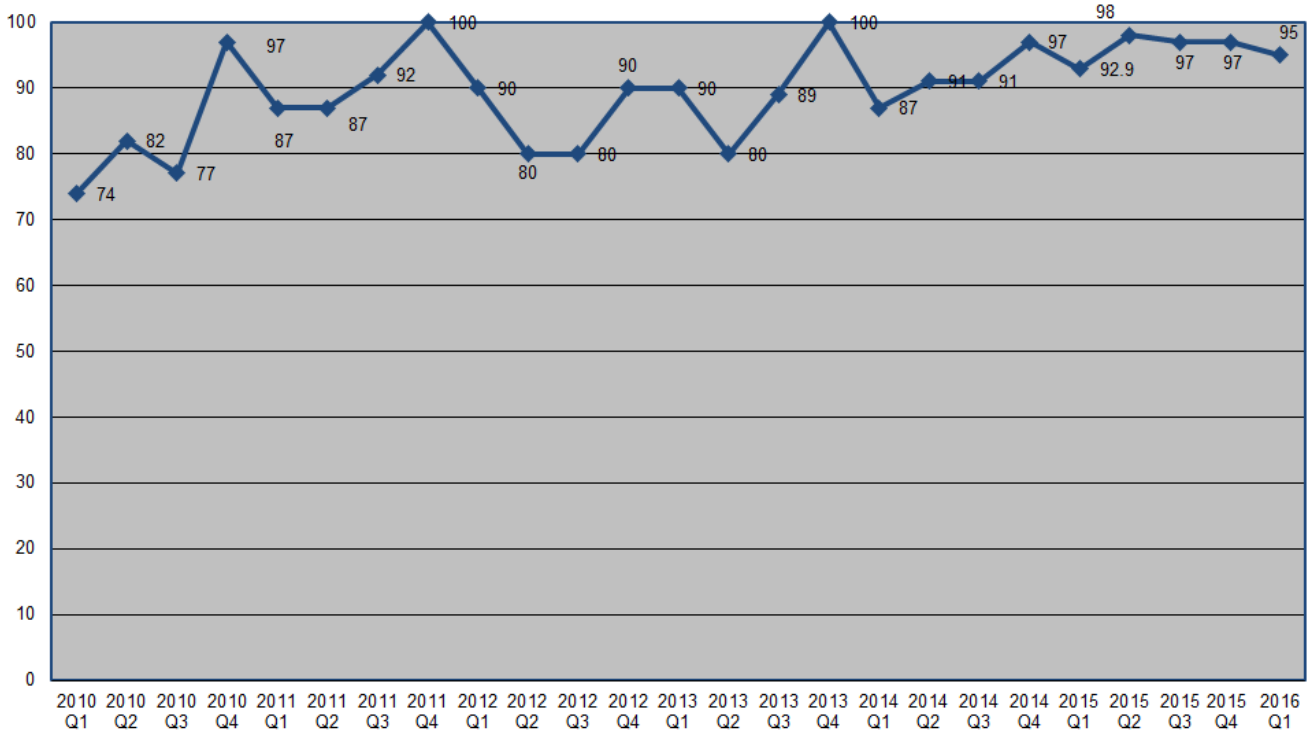
PI 10 – There are 317 Sites in Lincolnshire per annum that require the annual inspections to be carried out. Quarterly totals are Q1-71, Q2-82, Q3-82 & Q4-82. 81 out of 71 (ten additional inspections were carried out in Q1) inspections have been carried out by the end of Quarter 1. 100%

PI11 - Benchmarking results have now been established and agreed at 123.77 Tonnes C02. Target is to reduce by 5%, equalling 117.5815 by the end of Q1. Our emissions are at 34.232 Tonnes Co2 for Q1.

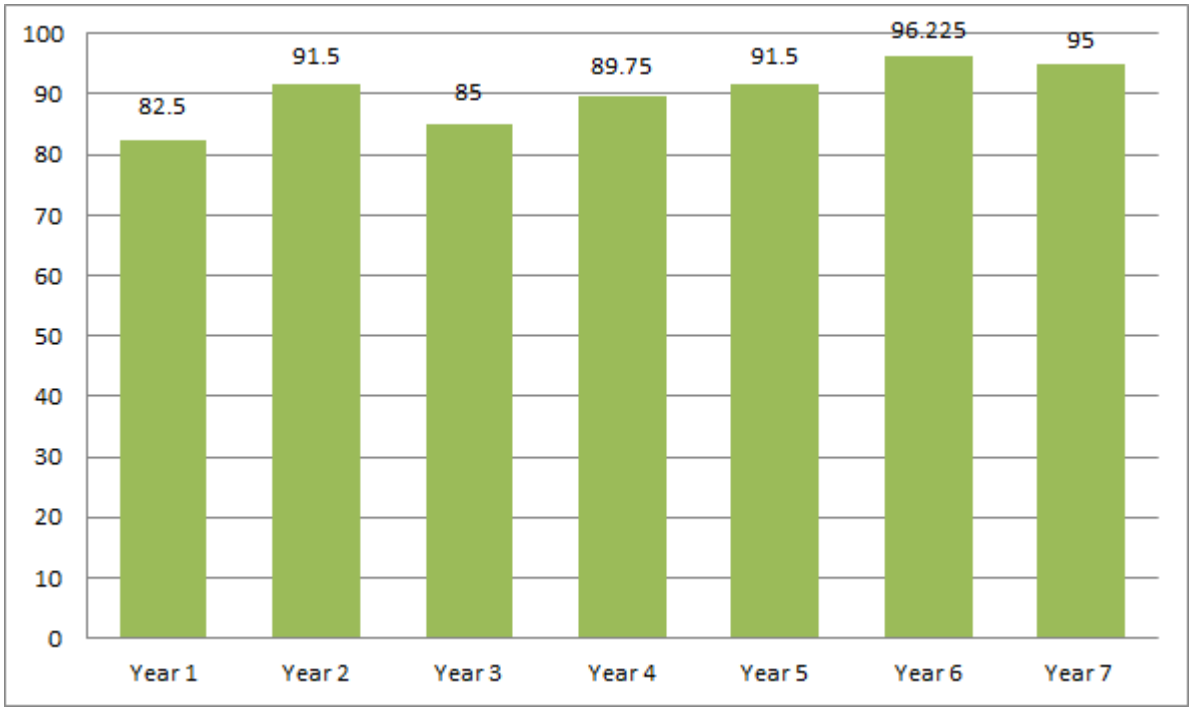
PI12 – 83.68% Recycled materials & 16.32% Recovered materials from Dynniq Depot by the end of the 1st Quarter. Zero waste has gone to landfill.

PI2 – Zero reportable incidents during Q1.

PI3. No Inspections have been carried out during Q1, other than 2 joint inspections, dynniq and LCC.



Traffic Signals Term Contract Scores over the Contract Period.



Traffic Signals Term Contract yearly averages total

Client Performance

Client Performance			PERFORMANCE DASHBOARD		Quarter 1
					TREND
PI	INDICATOR	TARGET	RESULT	SCORE	
1	Pain/Gain result by area	0% or greater	2.50%	8	=
2	Date Forward programme issued	1 point award per Area issued on time	9 areas issued on time	9	=
3	% variation from current programme spend profile	5 points per Division that issued its budgets profile on time	All 4 Divisions have issued	20	=
4	% of JV's giving all info 8 weeks prior to start	100%	96.94%	17	▲
5	Value of compensation events versus targets	2% Variation	1.7% Variation	20	▲
6	% of CE's committed within 2 weeks	98%	25.28%	0	▼
				0	
			TOTAL	74	▲

Client Performance commentary 2016/17 Q1

PI1 - Pain/Gain result by area: After a recent review of financial information it has been assessed that Year 6 is around 2.5% in pain. This figure has been used to represent Year 7 as there are too few financially closed out jobs to make a reliable assessment.

PI2 - Date Forward programme issued: One team failed to issue their Forward Programme on time and therefore this indicator drops from 10 points to 9 points for the year. This is assessed once per year and will be reassessed in Q3 Year 7.

PI3 - % variation from current programme spend profile: A method to ensure budget data is reported has been developed, allowing resources and programmes to be better understood.

PI4 - % of Jobs with Value giving all info 8 weeks prior to start: Performance remains good with a small increase in 'right first time' client task orders this quarter, with the number rejected decreasing from 3.87% in Quarter 4 to 3.06% this Quarter. In real terms this means that 137 jobs were rejected out of 4474 total jobs. This means that this indicator has increased by 1 point (from 16 to 17 points).

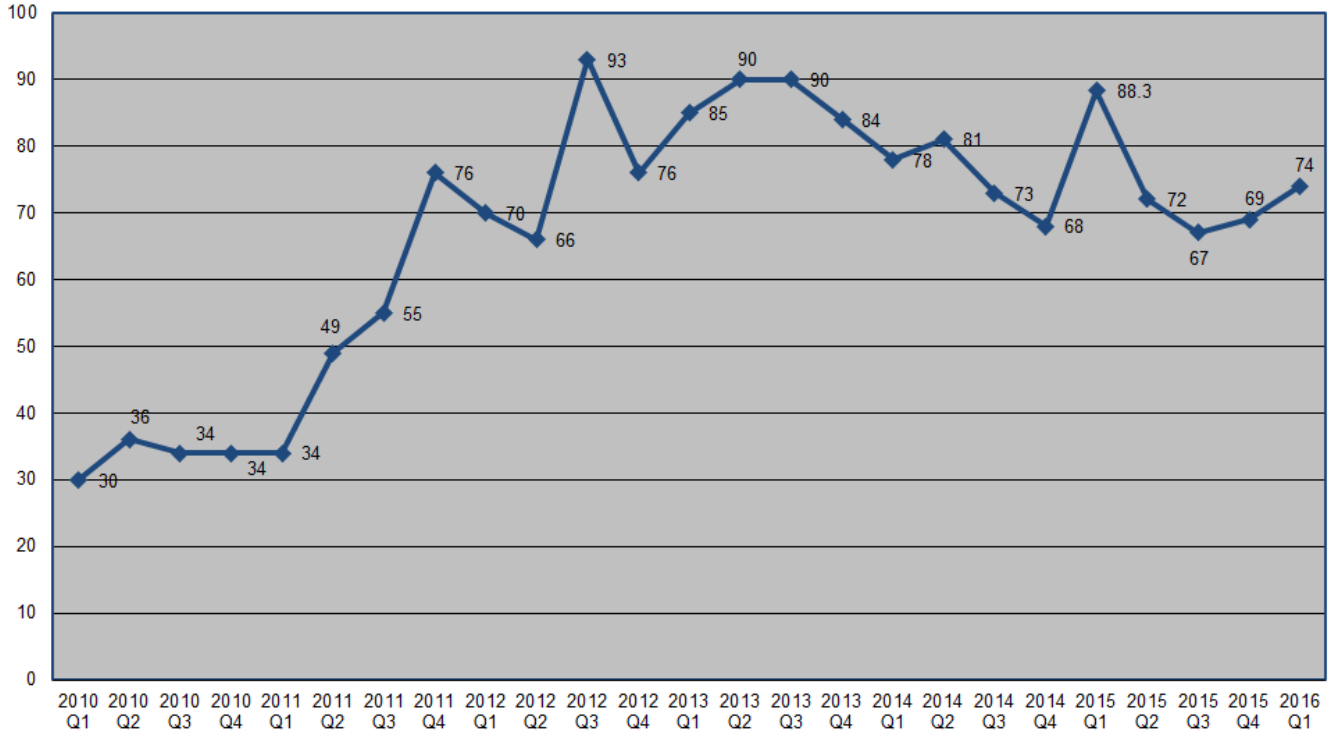
PI5 - Value of compensation events versus targets: So far £4,594,316 has been raised on Confirm with £77,400 compensation events against that target. This gives a variation of 1.69% which is below our 2% target – 20 points scored. As this is early in the new financial year the amount of CE's committed will increase and the percentage of variations will go up.

PI6 - % of Compensation Events committed within 2 weeks: Out of 202 Compensation Events recorded only 51 were responded to in the two week time

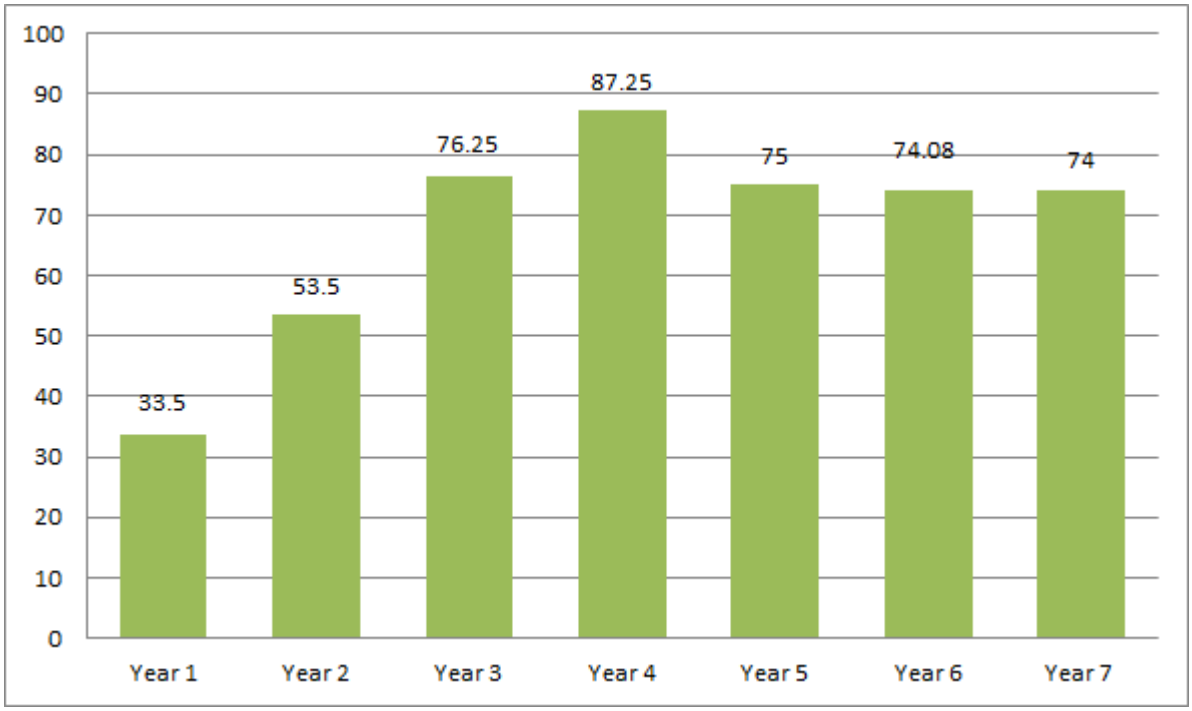
frame. This is only 25.28% and therefore doesn't score any points. This will need to be monitored and data has been issued on Dashboards to inform all parties of this performance. The level of vacancies, currently running at over 30% within Divisions, has meant that as the level of compensation events increases, staff are struggling to assess them within the target timescale.

Overall Commentary

After a slight dip last quarter the Client performance has picked up, improving from 69 points in Quarter 4 Year 6 to 74 points this Quarter. PI4 saw an improvement in right first time Job Information and increased by 1 point. PI5 saw a 4 point improvement, though this due to very few compensation events at the start of the year. This indicator will start to fall away as the year goes on and Compensation Events catch up with committed jobs. Staffing resource and Agresso issues are clearly still having an impact and this can be seen in PI6 which has failed to recover from its previous low score. All these scores have been reported through to staff and will continue to be monitored for improvement.



Client Performance Scores over the Contract Period.



Client Performance yearly average totals

Alliance

Lincolnshire Highways Alliance			PERFORMANCE DASHBOARD		Quarter 1	TREND
KPI	INDICATOR	TARGET	RESULT	SCORE	0 5 10 15 20 25	
1	Nett positive and neutral press coverage	95% or greater	90.12%	15		=
2	Satisfaction with the condition of the highways	0% or greater	-0.90%	20		=
3	Tasks delivered against the agreed Client programme - monthly	95% or greater	0.00%	0	Not Reported this Quarter due to lack of reportable data	
4	Relationships scoring	6.5 points or Greater	6.57	20		▲
6	Creation of an agreed programme	31st October	31st October	12		=
	67 out of 85 = **78.8**		TOTAL	67	0 85	=

Alliance Performance commentary 2016/17 Q1

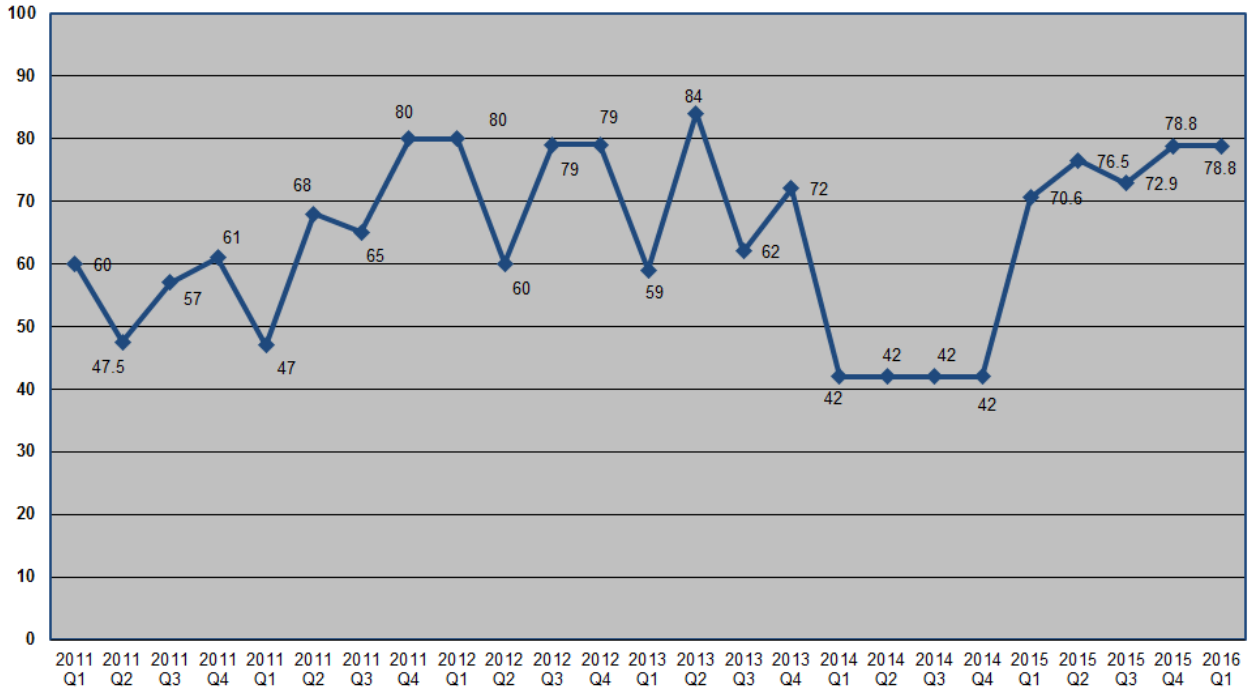
KPI1 - Net positive and neutral press coverage: This Quarter there was 438 positive and neutral stories out of 486. This gives a total of 90.12% for the Quarter. This is under the 95% threshold set for full points, which means that this Indicator scores 15 points this month. This is a slight decrease on previous Quarters, though the amount of recorded storeys has yet again increased from the previous quarter.

KPI2 - Satisfaction with the condition of the highway: This is annual data, and the figure for 2015 was a drop of 0.90% in satisfaction.

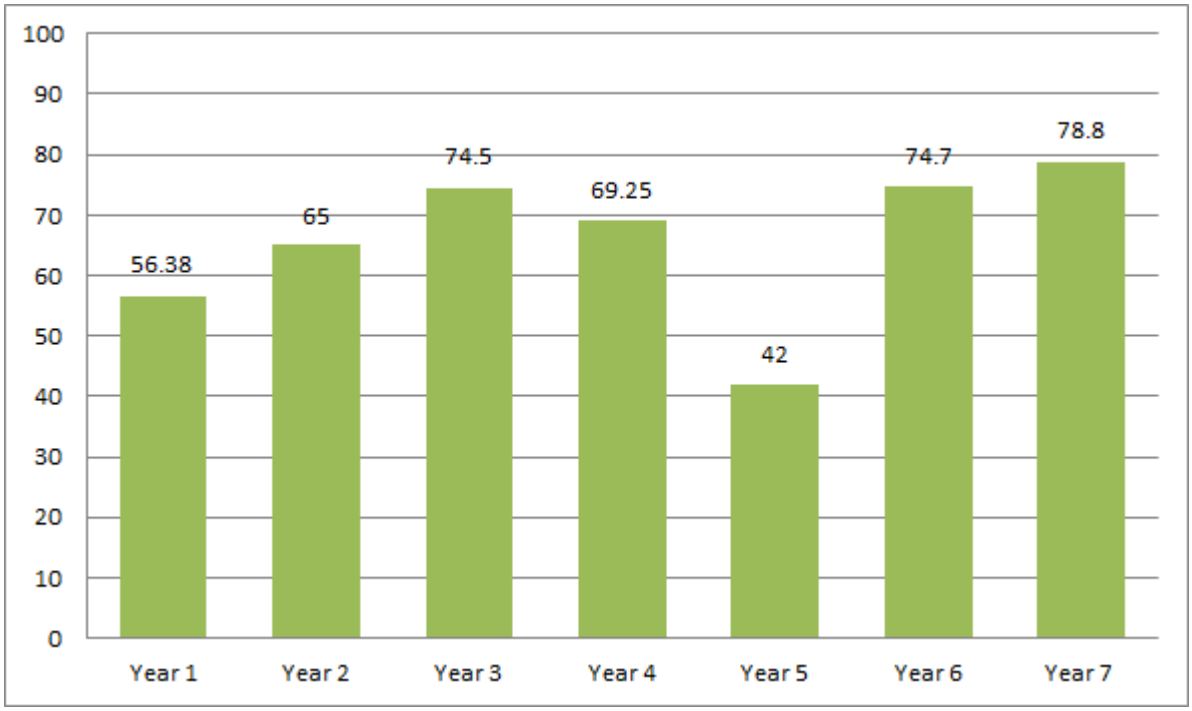
KPI3 - Tasks delivered against the agreed Client programme (monthly): Due to issues with Agresso we have been unable to score this indicator this quarter.

KPI4 - Relationship Scoring: The Scoring mechanism was adjusted at the start of year 6 so that the relationship is scored out of 10 instead of 12. This changed the score for maximum points to be a target of 6.5. This Quarter the relationship score was 6.57 which means the indicator scores full marks. This slightly up from the last Quarter

KPI6 - Creation of an agreed programme: The programme was issued one week late due to one Area Team handing their forward programme in late.



Highway Alliance scores over the Contract period.



Highway Alliance yearly average totals

Conclusion

Scoring is still being affected by the implementation of Agresso and has caused a few problems when collecting data on one of the performance indicators. This has been noted in the commentary above. This means that we have had to adjust the scores on one of the dashboards.

The Highway Works Term Contract has risen slightly this Quarter and is still at an excellent level of performance. The Indicators have scored an average of 89.3 points which is an increase of 6.87 on the 82.43 point average last year

The Professional Service Contract has improved from 84.2 last quarter to a high of 86.3 points this quarter. This is the highest score achieved by this set of indicators and shows the continued improvement and development of this contract.

The Traffic Signals Contract scored 95 points this Quarter which is slightly down on the last Quarter, but continues the excellent performance of the Traffic Signals Contract.

The Client score has improved from last Quarter increasing from 69 to 74 points. There have been some good improvements in Performance Indictor 4 and 5 which helped the Score increase this Quarter. Indicator 5 has increased by 4 points this Quarter. Performance Indicator 6 – Percentage of Compensation Events committed within two weeks has again failed to score. Action is being taken to improve this indicator, though the impact of reduced staffing resources and Agresso/Confirm issues have not helped.

Missing data has forced one indicator in Alliance dashboard to be left unscored again this Quarter. The Alliance Indicators have remained the same this Quarter at 78.8 points. All scores have remained at the same level.

Darrell Redford
August 2016

Indicator No	Description	Action	Owner	Target Date	On Track
KPI 10	Quality assessment of workmanship	Regular Quarterly meeting between Divisional staff and Contractor to discuss and rectify issues. Laboratory to review testing regime with LCC Performance Manager. New process and procedure submitted to aid in rectifying issues. There has been some progress on this – and we have seen an improvement in the scoring, though this Quarter the scores have slipped back. Continue to review	Target Cost and Performance Manager, Kier Officer and Divisional Officers.	July 2016 Q1 Year 7	

Indicator No	Description	Action	Owner	Target Date	**On Track**
CPI 4	% JV orders giving "all Info" 8 weeks prior to start	Continued use of Dashboards to highlight areas of where there may be issues. Restructure of Divisions may cause a temporary blip in figures. Figures have improved – continue to monitor for another quarter	Network and Development Managers, Divisional management and Client Services Team.	September 2016 Q2 Year 7	
CPI 6	CE's committed within Timescale	Assess all CE's committed by Officer to see if there is a pattern. Report information on Divisional Dashboard and to the monthly NDM's meeting. Monitor results for future Quarters as Confirm/Agresso shut down will effect CE commitment. Continue to monitor the effects of Agresso and staffing levels on data	Network and Development Managers, TSP management and Divisional management.	September 2016 Q2 Year 7	

Indicator No	Description	Action	Owner	Target Date	On Track
KPI 1	Net Positive Press Coverage Monthly	Continue to monitor – 486 stories was the most we have had in a Quarter by a margin. Data seems to be hovering around the 90% mark	Target Cost and Performance manager	September 2016 Q2 Year 7	
KPI 3	Tasks delivered against the agreed Client programme - monthly	Continue to monitor the effects of Agresso on data	Target Cost and Performance Manager	September 2016 Q2 Year 7	

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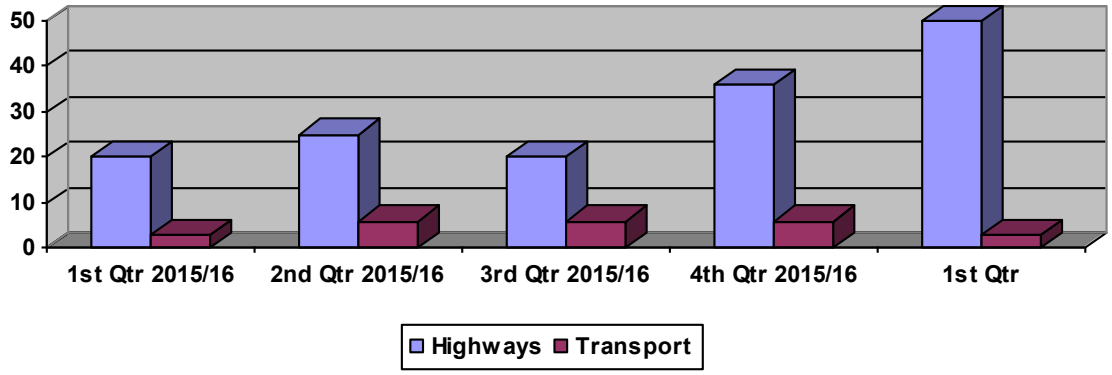
Customer Satisfaction Information – Scrutiny Committees

Highways and Transport Scrutiny Committee		
Date Range for Report	1st of April – 30th of June 2016 (1st of January – 31st of March 2016)	
Total number of complaints received across all LCC service area.	152 (181)* individual school complaints not included.	
Total number of complaints relating to <u>Highways and Transport Scrutiny Committee</u>	53 (42)	
Total number of compliments relating to <u>Highways and Transport Scrutiny Committee</u>	57 (40)	
Total Service Area Complaints	Highways	50 (36)
	Transport	3 (6)
Highways Complaint Reasons	Age	0 (0)
	Breach of confidence	0 (0)
	Conduct/Attitude/Rudeness of staff	6 (0)
	Delayed Assessment of Service Request	2 (0)
	Disability	1 (0)
	Disagree with Policy	20 (4)
	Disagree with Procedure	12 (0)
	Gender	0 (0)
	Insufficient Information Provided	2 (0)
	Lack Of Choice	0 (0)
	Other	0 (0)
	Policy of LCC to not provide service	1 (0)
	Procedural – Other	1 (32)
	Procedure Not Followed	0 (0)
	Professional - Other	0 (0)
	Service Delay	5 (0)
Transport Complaint Reasons	Age	0 (0)
	Breach of confidence	0 (0)
	Conduct/Attitude/Rudeness of staff	1 (2)
	Delayed assessment of a service request	0 (0)
	Disability	0 (0)
	Disagree with Policy	1 (1)

	Disagree with Procedure	0 (3)
	Geographic Location	0 (0)
	Insufficient Information Provided	0 (0)
	Lack of Choice	0 (0)
	Other	0 (0)
	Policy of LCC not to provide service	0 (0)
	Policy – Other	0 (0)
	Procedural – Other	1 (0)
	Procedure not followed	0 (0)
	Professional - Other	0 (0)
	Service Delay	0 (0)
Service Area Compliments	Highways	56 (40)
	Transport	1 (0)
How many LCC Corporate complaints have not been resolved within service standard	4 (8)	
Number of complaints referred to Ombudsman	5 (10)	

Total Complaint Receipts by Quarter



Summary

LCC Overview of Complaints

The total number of LCC complaints received this Quarter (Q1 shows a 19.7% decrease on the previous quarter (Q4). When comparing this Quarter with Q1 of 2015/16, there is a 31% increase when 105 complaints were received.

Highways Complaints

This Quarter Highways has received 50 complaints which is a 38.8% increase from last Quarter when they received 36 complaints. When comparing this Quarter with Q4 2014/15, there is a difference of 30 complaints when 20 were received.

The outcomes of the 36 complaints were:

- 1 complaint was substantiated
- 12 complaints were partially substantiated
- 37 complaints were not substantiated

The substantiated complaint was regarding poor/incorrect information provided regarding a road closure.

The 12 partially substantiated complaints were regarding:

- 5 complaints were relating to road works and repairing of potholes
- 1 complaint was regarding drainage not working properly
- 1 complaint was regarding a letter received following a road traffic collision that damaged highways property
- 1 complaint was regarding the speed limit on the B1205
- 1 complaint was regarding the conduct of a traffic enforcement officer
- 1 complaint was regarding the conduct of a highways officer
- 1 complaint was regarding the lack of response to an email that was sent
- 1 complaint was regarding an overgrown hedge on the highway

Of The 37 not substantiated complaints 21 complaints were regarding Lincolnshire County Councils change in street lighting policy. 8 were regarding potholes and the general condition of roads. There are no other themes to the not substantiated complaints.

Transport Complaints

This Quarter Transport has received 3 complaints which is 3 less than last Quarter when they received 6 complaints. There is also a decrease of 3 complaints from Quarter 1 of 2015/16 when 6 complaints were received.

The outcomes of the 3 complaints were:

- 2 complaints were substantiated
- 1 complaint was partially substantiated

Of the 2 complaints that was substantiated one of the complaints was regarding a delay in producing a concessionary bus pass and the second complaint was regarding an inspector on a school bus.

The partially substantiated complaint was regarding the criteria to apply for a concessionary bus pass.

Overall Compliments

The overall compliments received for Highways and Transport shows an increase of 42.5% this Quarter, with 57 compliments being received compared to 40 received last Quarter.

Highway Compliments

Highways received 56 compliments this Quarter. The compliments were:

- 42 compliments regarding maintenance work that has been carried out
- 9 compliments were regarding hedge/ verge cutting
- 1 compliment was regarding bridge repair work
- 4 compliments were for named officers

Transport Compliments

Transport received 1 compliments this Quarter. This was regarding a Max Respect Officer

Ombudsman Complaints

In Quarter 1 of 2016/17, 5 LCC complaints were registered with the Ombudsman. None of these complaints were recorded against Highways and Transport.

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Lincolnshire COUNTY COUNCIL
Working for a better future

Policy and Scrutiny

Open Report on behalf of Richard Wills Executive Director for Environment and Economy	
Report to:	**Highways and Scrutiny Committee**
Date:	**12 September 2016**
Subject:	**Update On Local Bus Matters**

Summary:

This report describes legislative proposals relating to public transport, along with an update on the following strands of activity being delivered under the Total Transport Initiative:

- Integration with NHS Services
- Real Time Passenger Information
- Market Moderation via LCC's Teckal Company

Actions Required:

Members of the Highways and Transport Scrutiny Committee are invited to consider and comment on the proposal for new bus legislation, highlight any recommendations or further actions for consideration, and continue to receive updates in relation to the Total Transport Initiative.

1. Background

TOPIC - Proposed Legislative Changes

1.1 Buses are England's most used form of public transport accounting for over 60% of all public transport trips, connecting people to education, employment, goods and services, friends and family.

Existing Legislation

1.2 The County Council has a statutory duty under the Transport Act 1985 to secure local bus services where none is provided commercially and which the council believes is necessary. In Lincolnshire these 'socially necessary' bus services are known as BusLincs services. In January 1999 criteria were adopted by Committee for determining which services should be supported within the budget available.

1.3 *Members may recall that at a previous meeting (21/03/16) they were advised that the current scoring scheme based on 3 metrics [Passenger No's per Journey, Cost per Passenger Journey and Journey Purpose] was fairly coarse-grained and that an enhanced scoring mechanism would be of benefit. A proposal for a revised methodology is to be presented in a separate report.*

1.4 The Transport Act 2000 increased the role and responsibilities of local transport authorities by providing statutory backing to Quality Bus Partnerships (QBP) and integrated ticketing schemes.

1.5 The Local Transport Act 2008 sought to provide local authorities with a wider range of options to help meet local people's transport needs, including Voluntary Partnership Agreements (VPA) and support with the OFT and competition law.

1.6 The legislation also introduced Quality Partnership Schemes (QPS) and Quality Contract Schemes (QCS). Both involve a council providing 'facilities' but under a QPS any operator who meets the standard specified in the scheme can use the facilities whereas under a QCS only the operator(s) awarded the contract may use the facilities. The QCS is a much more protracted and onerous process but as both are statutory schemes sanctions can be imposed for failing to meet the specified 'standard of service'. Standard of service can include requirements around service frequency, timings and maximum fares. These requirements had previously not been permitted under the former QBP schemes.

1.7 Early partnership schemes including 'InterConnect' were delivered through the QBP mechanism. More recent schemes have been successfully delivered through VPA arrangements.

Proposed Legislation

1.8 In May this year, the **Bus Services Bill 2016** was published. The Bill is currently going through the necessary parliamentary process with the aim of it receiving Royal Assent by early 2017.

1.9 The main points of the Bus Services Bill are:

- to strengthen arrangements for partnership working in the sector, introducing new 'Partnership' arrangements
- to introduce new franchising powers with decisions at a local level
- to provide for a step change in the information available to bus passengers

1.10 The Bus Services Bill makes provision for local transport authorities (LTAs) and local bus operators to enter into an Advanced Quality Partnership

Scheme (AQPS). Under the existing QPS provisions, the LTA must commit to provide new infrastructure ('particular facilities') and the bus operators commit to providing services of a particular standard.

1.11 AQPS would essentially replace the QPS but differ in that it would allow a scheme to be set up based on bus improvement measures as well as, or instead of, infrastructure facilities. 'Facilities' might include the provision of new bus stops or waiting facilities and 'measures' might for example include agreeing to changes in car parking provision and charges (at Unitary Councils).

1.12 It also adds new standards of service that may be included in an AQP scheme. These include requirements relating to:

- the marketing and promotion of bus services, ticketing and fares (including multi-operator)
- how passenger information is provided, and
- Operators' participation in ticketing and smartcard schemes.

1.13 The Bill also introduces a new form of partnership, called the Enhanced Partnership (EP), to improve joint working between LTAs and bus operators. EPs would enable partnership working to go further than under a QP/AQP scheme by:

- expanding the types of standards that partnership schemes can cover;
- specifically providing for more joined-up network planning; and
- allowing local implementation and enforcement of the scheme's requirements.

1.14 Examples of ways in which Enhanced Partnerships could help achieve better journeys include:

- setting the types of payment that must be accepted by operators, including contactless
- stipulating the information that must be provided to passengers
- setting standards for bus emissions and accessibility
- setting up multi-operator tickets to allow use on different operators' services and different modes of transport. There are some requirements that cannot be included such as the price of single-operator tickets or compelling operators to run services they do not wish to operate.

1.15 EP Scheme requirements cannot be imposed by the LTA but they would need the support of sufficient operators in the area. Some Community Transport Operators would be exempted from the scheme.

1.16 The Devolution Agreements that Government has signed with some Authorities include a commitment to introduce a simpler route to bus franchising than currently exists in the form of Quality Contract Schemes under the earlier legislation. The Bill provides the powers for Combined Authorities with directly elected Mayors to implement bus franchising should they elect to exercise them.

1.17 The Bill also includes the powers needed to achieve a step change in the information available to bus passengers, making it easier for them to access details of timetables, fares and routes, while streamlining the bus service registration process. The expectation is that this would encourage third parties to use the information to develop journey planning websites and applications, enabling passengers to have access to better information.

A useful table summarising the main changes proposed is included as **Appendix A**.

TOPIC - TotalConnect - Lincolnshire's Branded Total Transport Initiative

2.1 As previously presented, the Total Transport project is externally funded by the DfT to consider transport need and the feasibility of effective solutions on a more holistic basis in order to derive efficiencies and service improvement across the public sector. TotalConnect is exploring a number of strands of activities and the following summary outlines the development made to date across project streams.

2.2 Whilst the DFT pilot is a 2 year scheme (ending in March 2017), it is important to appreciate that complexity and timescales associated with project strands vary. Similarly results from some of the research strands will show there is no business case whilst others will show positive benefit. Of those that are considered feasible, some present immediate implementation opportunities whilst others will prove more difficult and the implementation phase could be longwinded and complex.

Integration with Health

2.3 The project team has had ongoing positive discussions with Officers from West Lincolnshire CCG for over twelve months in relation to the opportunities and benefits of working together to deliver an integrated transport service

across the county. (West Lincolnshire CCG lead on transport on behalf of the four Lincolnshire CCGs).

2.4 Following initial examination of a small data set which showed synergy between the schedules of NEPT and CallConnect services, a more in-depth analysis exercise with a larger dataset (Jan 2016) was planned. However, analysis of historical data proved to be complex in nature and very likely to provide unreliable results. Instead, an integration pilot was carried out in May 2016. This live pilot was carried out for the Skegness, Boston and Stamford / Peterborough areas. It involved two schedulers from the PTU working alongside NSL Controllers in North Hykeham, assessing which patient journeys could be carried out using Call Connect.

2.5 The pilot was planned to last two weeks; however, it was cut short due to limited available resources in the NEPTS Control/Planning team. Of the journey requests handled, the crew/vehicle combination offered by the CallConnect services was considered suitable for 104 patients and of these, a total of 53 (51%) fitted in with CallConnect schedules and were carried on the service. The exercise also showed that 16.3% of patients carried by CallConnect were already registered as passengers with the service. This is another indicator of the cross-over of passengers. Unfortunately, the pilot did not involve NEPTs vehicles carrying CallConnect passengers due to the pressures on the NSL Control/Planning team.

2.6 NSL, the current provider of Non-Emergency Patient Transport (NEPT) services in Lincolnshire, have given notice of their intention to exit the contract at the earliest opportunity. Contractually the contract could run until June 2019, with an earliest cessation date of June 2017. Notice of the early contract finish date has resulted in recent re-tendering activity by the CCG (West).

2.7 Despite the initial encouraging discussions and findings from the operational trial, the CCGs have decided against separating the new NEPTs tender into Lots. A single contract covering assessment of entltlement, scheduling of planned and 'on the day' journeys plus service delivery on the road is how the existing contract operates and this has not been without its problems. Splitting the tender into Lots (at least to differentiate the back office and field activities) would have made it much easier to integrate DRT/CallConnect and NEPTs Control and Planning functions.

2.8 Whilst the Invitation to Tender encourages the successful bidder to consider working with Lincolnshire County Council to deliver an integrated service, the project team consider that this approach is a missed opportunity. Instead, the CCG has opted to put the onus onto private providers to broker an arrangement with the Council (if they desire it). Should such a public/private

arrangement not be brokered for whatever reason, this means integration of services and the efficiencies to be derived from that cannot realistically occur before 2022 (or possibly 2024 as there is the possibility of a 2 year contract extension).

2.9 It is hoped that once the NEPTS contract has been awarded in December/January the successful bidder will sit down with LCC to discuss the possibility of integration. If the new provider does not choose to engage with LCC or the terms they offer LCC are not suitable then further development of this project is unlikely.

TOPIC - Real Time Passenger Information (RTPI)

3.1 There are studies that suggest the provision of an RTPI system can increase ridership by an average of 5%. More importantly though is the fact that in rural areas RTPI gives passengers real confidence to travel as it provides an assurance that the bus is 'on its way' and when it is likely to arrive. Also, the consequence of failed or missed bus services is far greater in rural areas than urban centres due to the infrequency of service.

3.2 Lincolnshire's bus RTPI and Traffic Light Priority (TLP) system has been in operation since 2004; providing bus passengers with real time service information. The existing RTPI system covers operations primarily in Lincoln, Boston, Gainsborough and Grantham. Buses are fitted with on-bus units, which communicate with a central server via a Private Mobile Radio (PMR) network. This system has become time expired and increasingly expensive to operate and maintain.

3.3 A new real time contract has just been awarded to 'Nimbus Journey Information'. Advancements in technology means that it is now possible to take feeds directly from electronic ticket machines, negating the need to fit separate equipment to each vehicle and allowing all vehicles in the fleet to be tracked at significantly less cost. Latest AVL technology and data exchange using GPRS will allow for greater information to be presented to the public. It will also enhance opportunities to use TLP more widely, including Lincoln's East-West link; the City's new Transport Hub; other major road schemes and at points around the county where buses can be assisted through congested areas. The Project Team are now exploring various media options for disseminating information (i.e. apps, signs, links to national bus enquiries etc.)

3.4 Nimbus are currently working with Operators and our Traffic Signals Team to identify accurate junction trigger and clear down points, and to set up/upgrade

junction hardware. The system will be put through appropriate Factory and Site Acceptance tests over the next few weeks before final installation. The quality of the data provided will also be monitored on a regular basis to ensure accuracy remains consistent.

3.5 The PTU has been set some challenging efficiency savings from next year. The new RTPI solution is expected to cost 80% less than the existing scheme. Savings are likely to be in the order of £100k per annum with running costs maintained around £20-25k p.a. The savings made will be profiled as a contribution towards the team's targets.

TOPIC - Market Moderation – Teckal Company Update

4.1 In April 2016, the Council's Executive Committee approved an exempt paper which included approval for:

- the establishment of a Teckal company wholly owned by the Council and meeting the requirements of Regulation 12 of the Public Contract Regulations 2015 for the purposes of delivering passenger transport services;
- the direct award without competition to the company of up to 27 transport contracts, subject to the company meeting all applicable licensing requirements;
- the initial focus being on the south of the County, but with the flexibility to extend into other areas should there be a need.

4.2 The purpose of establishing a Teckal company is primarily to enable the Council to moderate the market for passenger transport in the light of reductions in capacity in the market and increases in prices evidenced by recent tender exercises. As a result, the Passenger Transport Unit (PTU) has been managing the establishment of this company – TransportConnect Ltd.

4.3 It is intended that initially the company will be commissioned to deliver up to 27 contracts, which are currently not cost effective for the Council to commission elsewhere. From the potential 27 contracts, 20 contracts and associated staff are being transferred to TransportConnect Ltd from Essential Fleet Services (EFS), a transport operator, which is pulling out of the market.

Implementation Process

4.4 A Project Team was established in June 2016, to be operational until the end of September 2016, for the purpose of successfully establishing TransportConnect Ltd. The Project Team comprises:

- Richard Wills, Director of TransportConnect Ltd
- Howard Rowbotham, Managing Director of TransportConnect Ltd
- Anita Ruffle, Group Manager of PTU and the current nominated 'Owner' of TransportConnect Ltd for the Council, as well as the Council's Commissioner for the work that TransportConnect Ltd will deliver
- Verity Quinn, Project Manager for the Council

4.5 The Project involves cross-departmental working including Legal Services, Procurement Lincolnshire and Assurance Lincolnshire.

Project Plan Timetable

4.6 The aim was for TransportConnect Ltd to start delivery of transport contracts from 1 August 2016, after they had secured an Operator's Licence from the Traffic Commissioner. It was anticipated that this would take 9 weeks from date of application. There has been an added delay in the process and as a consequence an Operator Licence has not yet been granted. EFS have agreed to further extend delivery of their current contracts until the Licence is granted but with additional cost and conditions. It is hoped that a licence will be granted by the end of August. However, further delays could be presented if the Commissioner's Office insists on the 56 day notice period required to register the Company's bus routes being consecutive to the granting of an O' licence.

LCC Governance of TransportConnect Ltd

4.7 Legal Services Lincolnshire has written the Members Agreement, which includes agreements pertaining to the loan and cash flow facility agreed by the Council's Executive Committee.

4.8 A proposed governance structure for how TransportConnect Ltd aligns with the Council's existing structure is being drafted on the basis of a sub-committee or advisory board of the Executive being created to act as the 'Owner' of the company, to which the company Board of Directors would be answerable. For the interim, Anita Ruffle, Group Manager PTU, is the nominated 'Owner.' It is proposed that Richard Wills will act as Chairman of the Board of Directors. As the Council's Executive Director, Richard will be restricted through a protocol on what he will see in order to maintain appropriate probity. A formal decision will be needed surrounding the proposal.

4.9 The sub-committee of the Executive will need to consider the arrangements required to enable it to ensure TransportConnect Ltd is being governed and managed appropriately. This is likely to include regular auditing arrangements.

4.10 The Leader has the responsibility for appointing executive councillors to the Executive Sub-Committee. The sub-committee could be the governing body for further Teckal Companies, should they be formed.

Governance and Management of TransportConnect Ltd

4.11 The company is registered with Companies House. Assurance Lincolnshire is supporting the Project to advise on the necessary governance and management arrangements required, including the establishment and management of a Board of Directors and all relevant policies and processes. These include health and safety, financial management, cash handling, human resource management, IT management, data protection, procurement of services, auditing arrangements. The company has successfully applied for an account with the Council's bank, Barclays.

4.12 A detailed 5 year financial projection model has been created and populated with all available costs and projected income. An annual contract for professional financial services has been procured, to include management accountancy, annual compliance and payroll. The successful bidder, Wright Vigar chartered accountants, has reviewed the projection model and is satisfied with its robustness. The current cautious projection indicates a loss in year one, followed by a surplus in following years.

4.13 As a new 'start-up' business it is inevitable that it will take time for the Company to build sufficient financial reserves with which to expand. The Managing Director is drafting a 3 year business strategy and plan for the Board to discuss.

4.14 The Council will recover the key set-up costs from TransportConnect Ltd, including the purchase cost of vehicles and the costs of HR consultancy for the TUPE transfer of staff from EFS.

Staff Management

4.15 A HR consultant was procured to support the establishment of the company, including the staff TUPE process and establishing the appropriate HR policies and procedures. The Managing Director and Office Manager roles were recruited in May and the two post-holders are experienced and worked for EFS until the end of June. 47 members of staff are being transferred from EFS – 37 drivers, 8 passenger assistants, 2 vehicle technicians.

Operational Sites

4.16 There are leases in place regarding 4 sites: Pode Hole and Barrowby (Council-owned); Swineshead and Bourne (sub-let by EFS).

Fleet Management

4.17 16 second-hand vehicles have been purchased by the Council, to then be purchased by TransportConnect Ltd. 11 of the initial transport contracts include vehicle provision, so this collective number of vehicles will enable the company to deliver the contracts and have some flexibility to take on additional work.

Commission Arrangement

4.18 The process the Council follows to commission more services through TransportConnect Ltd is currently being drafted.

4.19 Under another Total Transport strand of work looking at **Alternative Procurement Methods**, a new approach for SEND transport services (based on a one operator one site model) has produced efficiencies on some of the 11 lots tendered within a recent Tranche. Seven contracts were awarded under the new arrangement across four Operators, including a new entrant to the Lincolnshire market.

4.20 A price has now been sought from the Teckal Company for one of the non-awarded Lots in the south of the County. The Teckal price quoted is lower than the lowest tender bid received, and it is to be recommended that the contract be awarded to TransportConnect Ltd under the same Terms and Conditions as the other awards.

4.21 It is important that the arrangement for commissioning new work from the Teckal is established quickly, as the lead in time for these volume specialist contracts is considerable and the other contractors already have this in motion. Any delay will, in this instance, impact on the ability of TransportConnect Ltd to mobilise effectively and affect the desired contract start date of January 2017.

2. Conclusion

Members of the Highways and Transport Scrutiny Committee are invited to consider and comment on the proposal for new bus legislation, highlight any recommendations or further actions for consideration, and continue to receive updates in relation to the Total Transport Initiative.

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	Bus Services Bill Summary

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
Bus Services Bill 2016	www.gov.uk/government/publications/bus-services-bill-overview

This report was written by Anita Ruffle, who can be contacted on 01522 553147 or anita.ruffle@lincolnshire.gov.uk.

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Department for Transport

Bus Services Bill Summary

Current	Proposed Changes in England	Passenger Benefits
Commercial provision of services – limited local authority input		
• Bus operators decide the routes, fares and vehicles to provide. • Local authority can specify additional services not provided by operators commercially	• Regulations can be made to require open data on fares, timetables and real-time information.	• No changes to the operating model in areas where the local authority considers the bus market is effective and there is good passenger satisfaction. • Bus passengers across the country could get the same kind of information as those in London or rail passengers.
Partnerships – bus operators and local authorities work together to improve services		
Voluntary partnerships • Local authority and bus operators agree on a package of measures to improve bus services. • Not legally enforceable	• Voluntary partnerships can remain unchanged if both parties wish.	• No changes to the operating model in areas where the local authority considers the bus market is effective and there is good passenger satisfaction.
Quality Partnership Scheme • Formal agreements made by local authority and bus operators • Local authority provides infrastructure and can enforce service standards • Only compliant operators can use the new facilities.	**New Advanced Quality Partnership Schemes** • Remove the requirement to always provide infrastructure • Introduce new categories of service standards e.g. Requirements on information provision and marketing of joint products.	• Better marketing and promotion of bus services • Joined up ticketing and smart card products make it easier for passengers to travel. • Faster journeys from quicker boarding.
	New Enhanced Partnerships • Enhanced Partnership plan – sets out how services should be improved. • Decisions on general standards must be agreed by a qualified majority of operators. • All operators in an EP area must comply.	• Deliver better frequency and timing of services. • Impose maximum fares. • Mandate joint participation in ticketing schemes making it easier for passengers to travel.
Local authority takes responsibility for bus services in its area		
Quality Contract Scheme (QCS) • Five part public interest test has to be met. • Consultation and respond to the recommendations of an independent Board. • Quality Contract Scheme can last maximum 10yrs. • Has never been implemented in practice.	• QCS legislation no longer applies in England.	Local authority can control: • Services provided – could increase coverage. • Fares – could offer simplified tickets that can be used across operators and transport modes. • Service quality • Branding and marketing. • Buses uses – could set air quality requirements
	New Franchising Powers • Mayoral Combined authorities - automatic access to powers. • Develop a business case. • Open and transparent consultation. • There is no maximum time limit for a franchising model. • Other local authorities could in future access franchising powers if regulations made and SoS gives consent.	

Bus Services Bill Ministers are Andrew Jones MP and Lord Ahmad,
Parliamentary Under Secretaries of State, Department for Transport

The Bus Services Bill Team can be contacted at: Busworkshops2015@dft.gsi.gov.uk
The Bus Services Bill Manager is Stephanie Oxendale

Lincolnshire COUNTY COUNCIL
Working for a better future

Policy and Scrutiny

Open Report on behalf of Richard Wills, Executive Director for Environment & Economy	
Report to:	**Highways and Transportation Scrutiny Committee**
Date:	**12 September 2016**
Subject:	**Development Road and Sustainable Drainage Specification and Construction**

Summary:

The report is to inform the Committee of the new Lincolnshire County Council Development Road and Sustainable Drainage Specification and Construction document, which has been produced to take account of the changes introduced by government legislation, from April 2015 – requiring Sustainable Urban Drainage Systems on all major developments.

Actions Required:

Members of the Highways and Transport Scrutiny Committee are invited to consider and comment on the Development Road and Sustainable Drainage Specification and Construction (DRS 2016) document as detailed at Appendix A of this report.

1. Background

The committee will be aware that following the Flood and Water Management Act 2010 (FWMA) upper tier authorities were given additional duties which established them as Lead Local Flood Authority (LLFA), in addition to their existing duties which includes Highway Authority.

Schedule 3 of the FWMA deals with the introduction of Sustainable Urban Drainage Systems (SuDS), for the purpose of; reducing damage from flooding, improving water quality and protecting and improving the environment.

From April 2015 government legislated, through amendments to the National Planning Policy Framework, that SuDS are put in place on all major developments (10+ properties) for the management of surface water run-off. Accompanying guidance was produced by Defra outlining broad high level principles, ostensibly relating to flow control (flood risk from developments) and reduced flood risk within developments.

In addition to the specific requirements relating to SuDS, it should also be noted that the new legislation placed a wider responsibility on the County Council, in its role as LLFA, to provide statutory advice to local planning authorities, on **all** development, to ensure that it is safe in relation to surface water drainage and surface water flood risk.

Industry guidance has been produced relating to detailed design and construction, which includes the Construction Industry Research Association SuDS Manual. This guidance covers all aspects of SuDS use, relating to; buildings, commercial premises, private systems etc.as well as the public realm.

Whilst there is extensive national guidance in place there is a need to translate the national requirements into appropriate local standards in relation to highways which are to become maintainable at the public expense.

2. Conclusion

The DRS 2016 covers in detail the design, construction and quality requirements which developers must meet when entering into an agreement under section 38 of the Highways Act for the adoption of highways - incorporating the new requirements for SuDS.

3. Consultation

a) Policy Proofing Actions Required

None required

4. Appendices

These are listed below and can be found using the include weblink
Appendix A: Lincolnshire County Council Highway and Flood Authority Development Road and Sustainable Drainage Specification and Construction Online: https://www.lincolnshire.gov.uk/transport-and-roads/strategy-policy-and-licences/control-of-new-development-affecting-the-highway/development-road-and-sustainable-drainage-specification-and-construction/87183.article Printed copies of Appendix A are available from Democratic Services on request.

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 Mark Welsh, who can be contacted on 01522 782070 or mark.welsh@lincolnshire.gov.uk

Lincolnshire COUNTY COUNCIL
Working for a better future

Policy and Scrutiny

Open Report on behalf of Richard Wills, Executive Director for Environment and Economy	
Report to:	**Highways and Transport Scrutiny Committee**
Date:	**12 September 2016**
Subject:	**Winter Maintenance Working Group 2016 Outcome & Recommendations**

Summary:

In April 2016 the Highways and Transport Scrutiny Committee approved the formation of a Winter Maintenance Working Group to consider the Highway Maintenance Plan and highlight areas of future savings. It was agreed that the working group would make recommendations on the following topics:

- Areas of possible savings, with particular focus on the equipment available for Severe Weather Events;
- Identifying any changes to be considered for inclusion in an updated Winter Maintenance Plan;
- Consider and review options for continued publicity to encourage suitable LGV licensed drivers to join Kier leading up to the 2016/2017 winter period.

Actions Required:

The Highways and Transport Scrutiny Committee is invited to:

1) Consider the outcomes and recommendations of the Winter Maintenance Working Group and highlight any additional comments for consideration.

2) Support a review of the Winter Maintenance Plan, taking into account the outcomes and recommendations from the working group, for consideration by the Executive Councillor for Highways, Transport and I.T.

1. Background

The Highways and Transport Scrutiny Committee approved the formation of a Winter Maintenance Working Group in April 2016 to highlight areas of possible savings, with particular focus on the equipment available for Severe Weather Events. The Group also looked to identify any changes to be considered for inclusion in an updated Winter Maintenance Plan and reviewed options for continued publicity to encourage suitable LGV licensed drivers to join Kier leading up to the 2016/2017 winter period.

The membership of the Working Group included Councillors; M Brookes, D Brailsford, A G Hagues, R Renshaw and A H Turner MBE JP.

Lead Officers from the service area involved in the Working Group included David Davies, Principal Maintenance Engineer and Dean Myhill, Area Highways Manager on behalf of Lincolnshire County Council (LCC); and Martin Thurnell, Business Manager and Lauren Brown, Reactive Agent for Kier Group as part of the Highways Alliance.

Additional support to the Working Group was provided by Daniel Steel, Scrutiny Officer, Ethan Thorpe, Strategic Communications and Mark Smith, Fleet Technical Advisor.

The Working Group held three meetings and, for simplicity of reporting, the key areas of discussion, outcomes and recommendations are included below. The Working Group explored a number of different issues and options. These included:-

- A lack of Large Goods Vehicle (LGV) drivers to resource frontline and Severe Weather operations
- Possible options to reduce core driver & drivers mate numbers
- Review of the current Severe Weather equipment
- Possible additional budget saving options & ongoing budget saving work
- Options for continued publicity for the 2016/2017 winter period

1.1. Sourcing LGV drivers to resource frontline operations

With the introduction of the Driver Certificate of Professional Competence from September 2014 over 20% of LGV drivers have left the industry. Lincolnshire has a large number of local haulage firms employing LGV drivers all year round. The better paid haulage industry in Lincolnshire has resulted in a retention issue of LGV drivers for winter maintenance working. As part of the Council's contract Kier staff are required, where possible to obtain an LGV license, however this process can take up to a year.

Sub-contractors working for Kier have only a limited ability to supply drivers as they also have their own contracts outside of the Highways Alliance to fulfil as well as driver hours and stand down issues to consider.

Kier has investigated or tried alternative resource options which includes the Army Reserves within the county. Unfortunately, it is understood that the Army Reserves have stopped training drivers to LGV standards due to retention issues and so drive under Crown Rules. Agency Drivers have also been used in the past but this has proven not to be effective due to unreliability and the need for regular work by the drivers.

At the initial meeting of the Working Group on the 09 May 2016 members of the Working Group were asked to consider the options to promote the recruitment of seasonal drivers into the service. Officers also highlighted an alternative future option would be to consider the possibility of training LCC staff to drive gritters and

it was noted that some retired drivers find zero hour contracts flexible and suit their needs.

Also at the initial meeting on the 09 May 2016 officers highlighted the possibility of having a presence at the Lincolnshire Show as a good opportunity for networking with other local organisations. This recommendation was explored following the initial meeting, however, owing to planning and time constraints a presence on the County Council stand at the Lincolnshire Show wasn't achievable for 2016. However, the supplier of four new gritters (Mercedes Intercounty Truck & Van) to LCC did have a presence at the show which included one of the new gritters.

Recommendations

- Members recommended that consideration be given to the use of retained firefighters as back-up drivers for severe weather events.
- Members highlighted the possibility of building relationships with the RAF and other armed services in Lincolnshire to see if this was also a possibility for severe weather events.
- The use of Refuse Truck drivers was also suggested as a possible area for consideration.
- Members highlighted the possibility of promoting LGV training to part time staff, those on flexible retirement or those who have considered voluntary redundancy.
- Members recommended the need to consider closer mutual working with local Food Producers situated near highways depots as access to the road network is an essential part of their business.
- Members supported the involvement of the Communications Team as early as possible to work towards a PR campaign on Radio and TV, similar to the campaign completed in 2015. Members also highlighted the need for any media campaign to be clear on what is expected and the level of commitment needed to undertake Winter Maintenance driving.

1.2. Possible options to reduce core 'driver' and 'driver's mate' numbers

Due to Health & Safety issues during snow events when ploughing operations are ongoing the gritters need to be double manned. This therefore reduces the manpower available for other operations. One possible option would be to utilise LCC staff as driver's mates at these times.

The County Council currently uses the front line gritter fleet to treat severe weather routes during prolonged icy periods or prior to snow events. As part of the Working Group consideration was given to reduce the number of severe weather routes. Officers highlighted the need to ensure sufficient staff numbers to cover the current number of routes. There is a current identified need to have 3 shifts and a 120-person workforce. By reducing the number of severe weather routes this would reduce the issue of driver downtime and allow operations to be concentrated on the main gritting network.

It is recognised that any reduction in the number of severe weather routes could result in an increase in the number of self-service grit bins & one tonne salt sacks required on the untreated network.

Recommendations

- Members suggested consideration should be given to using LCC staff as drivers mates as a more effective solution than training LCC staff as drivers due to the lower cost/time requirements.
- Members confirmed that there was a need to review the current routes for efficiencies as part of a wider review of the Highway Maintenance Plan but supported the retention of the current number of severe weather routes.
- Members accepted that there was a greater need for self-service due to the continued budget pressures and highlighted the need for greater cooperation with local parish councils to promote the self-service options.

1.3. Review of Severe Weather equipment

The County Council currently makes use of a number of second line severe weather equipment such as the SnowEx and Trailer gritters operated by Highways Alliance operatives. However, in severe weather all manpower is deployed on resourcing mainline gritter operations. All 8 SnowEx bodies are leased and Kier have recently replaced the existing Canter vehicles with new DAF vehicles. The new DAF vehicles will require modification to enable to the SnowEx bodies to operate. This conversion work will result in a one off cost of £21,000.

New DAF vehicles

SnowEx attachment

One SnowEx is required to remain as a spare vehicle at Manby in case of breakdown of the small mainline vehicle which covers a route containing bridge restrictions. Kier has committed to retain one of the older Canter vehicles for use with the 'Snow Ex' on the route which covers Aby Rail Bridge. This should resolve the concern for the 2016/17 year, however there will need to be a review of the current situation in time for the 2017/18 winter.

A number of trailer gritters are also LCC owned but utilise Kier 18 tonne vehicles to tow. There is a reduced requirement for these vehicles within the current contract as in severe weather drivers are operating frontline gritters.

Existing trailer gritter

The County Council also currently has use of a Snow-blower attachment which is stored, maintained and operated by a local agricultural firm in Horncastle. This snow-blower can be attached to a modern tractor for operation and has an annual storage and maintenance cost of £1,399. It was proposed that the Working Group consider the future of the LCC Snow-blower attachment as part of this review.

Current snow-blower attachment

The former dedicated snow-blower in operation on Caistor High Street during the winter of 1990/91.

The County Council also currently has access to an LCC owned dedicated footway salting attachments for Lincoln City area. This equipment is current stored and operated by a Kier subcontractor for use on the steep footways such as on Monks Road and the historic area within the uphill area of Lincoln. The total annual cost of the equipment is £13,750.

At the initial meeting on the 09 May 2016 members were asked to review Severe Weather equipment and highlight areas for future consideration.

Recommendations

- Members supported the removal of all but 1 SnowEx and trailer gritters as a way to aid in reducing costs. The one remaining unit would continue to operate for the 2016/17 winter with an existing DAF vehicle from the Manby depot.
- Members confirmed that given the reduced requirement for the trailer gritter attachments these should not be retained. However, members highlighted the possibility of utilising contacts with local farmers who may want to take up the trailer gritters for future local use.
- Members supported the retention of the snow blower attachment as the £1,400 cost was reasonable for possible future use of the equipment which has also been well maintained.
- Members highlighted the need to retain the dedicated footway salting attachments for Lincoln City area but recommended that this be reviewed further and possible closer partnership working with City of Lincoln Council considered.

1.4. Possible additional and ongoing budget saving options

A number of additional options for budget savings were considered, including reducing the number of reserve gritters from 5 to 4 which could result in a saving of £36,275. This is now a more feasible option as newer gritters are more reliable.

The replacement gritter programme will also add 4 new 8x6 vehicles, replacing the existing 6x6 gritters for the Wolds area and will join the fleet for the 2016/17 winter. The savings for the 4 new vehicles is £16,600 per annum which over the 10 year lease period equates to £166,000. The newer gritters may also be able to carry more salt due to larger chassis which could aid route efficiencies.

4 new 8x6 vehicles to replace existing 6x6 gritters for the Wolds

The success of route based forecasting system, which during the 2015/16 winter reduced operational costs by £130,000 has also had a positive impact. The introduction of route design and optimisation software known as WebAspx is also planned to review the design of current routes and to see if they can be made more efficient, which combined with greater capacity to carry more salt could lead to a reduction in the number of frontline gritters required.

Recommendations:

- Members supported the reduction of spare gritters from 5 to 4 (to save £36k) given that the newer generation of gritters are more reliable and repairs / maintenance are usually completed on the same day.
- Members supported the need to continue to review ongoing vehicle contract costs to achieve value for money over the coming years.
- Members supported a review of current routes with software to increase future operational efficiency and allow possible savings to be realised.

1.5. Options for continued publicity for the 2016/2017 winter period

At the Working Group meeting on 13 June 2016 it was confirmed that work was being undertaken to have a presence at the Lincolnshire Fire and Rescue (LFR) open day taking place at South Park on 29 July. Officers highlighted that consideration was also being given to holding a number of open days at Ancaster and Manby depots in August to promote driver recruitment. It was also confirmed that a County News article would cover the usual preparations for winter in the October/November/December issue.

Members highlighted that use of local district news sheets could be useful to promote the need for more LGV drivers. The use of Boston Bulletin, Bourne Local, Lincolnshire Association of Local Councils (LALC) and other parish magazines were given as possible options.

Members highlighted the possibility of working with local transport museums or vehicle societies as another source of LGV drivers.

Members highlighted support for Councillor R G Davies, Executive Councillor for Highways, Transport and I.T. to repeat the campaign undertaken in 2015 on local media, TV and Radio to promote winter maintenance driver recruitment.

1.6. Other Areas for Consideration

- It was suggested that closer working with Fire and Rescue could allow for LFR to take up some tasks when there is a heavy winter maintenance workload. This could include tasks such as clearing certain routes and footpaths to free up drivers for the primary routes.

- Members highlighted the possibility of work being undertaken with the Care Leavers Apprenticeship Scheme to see if any opportunities can be given to

young people leaving care within Kiers operations as part of the Lincolnshire Highways Alliance.

- Members highlighted the useful parish liaison meetings which used to take place between the Chairman and Clerk of Parish Councils with divisional highways managers to highlight upcoming work and listen to concerns. Members were appreciative of the current levels of vacancies within highways teams but highlighted these liaison meetings as a proactive way of communicating with a wide range of parishes. It was agreed that Martin Thurnell, Kier Business Manager will take up the possibility of parish liaison meetings with Satish Shah, Network Manager South as part of the work being undertaken to improve effective communications and customer satisfaction.

2. Recommendations & Conclusion

A full list of the recommendations highlighted by the working group are included at Appendix A and includes potential savings, current progress and desired outcomes. This report, the recommendations and any additional comments from the Scrutiny Committee will be forwarded on to the Executive Councillor for Highways, Transport and I.T for further consideration.

The Committee is also asked to support a review of the Winter Maintenance Plan, taking into account the outcomes and recommendations from the working group for consideration by the Executive Councillor for Highways, Transport and I.T.

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	Winter Maintenance Working Group Recommendations

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 Daniel Steel, Scrutiny Officer on behalf of the Winter Maintenance Working Group. The lead officer for this work area is David Davies, Principal Maintenance Engineer who can be contacted on 01522 553080 or davidj.davies@lincolnshire.gov.uk.

APPENDIX A

RECOMMENDATIONS

Recommendation(s)		Detail	Outcome/Impact
R1	Consideration to be given for the use of retained firefighters as back-up drivers during severe weather events.	It is currently anticipated that drivers could be sourced through co-operative working with LFR.	50 fire fighters have shown interest in being involved in winter gritting. Further meetings will continue to progress this help.
R2	Consideration to be given for the Communications Team to work towards an early as possible PR campaign on Radio and TV.	Similar to the campaign completed in 2015 to highlight the need for LGV drivers.	
R3	The Working Group supported a presence at the Lincolnshire Fire and Rescue (LFR) open day taking place at South Park on 29 July. The Working Group supported that two training and recruitment days be arranged at Ancaster and Manby in August 2016.	Following the success of the gritter being present at the Fire & Rescue open day members may wish to consider a similar presence at the 150th Heckington Show next year. Two training and recruitment days arranged at the Manby depot on Tuesday 9 August and the Ancaster depot on Thursday 11 August.	Kier and officers feel that a presence at this more local agricultural show to the Lincolnshire show may engender more driver interest. On the two Recruitment Days there were 8 interested parties all of whom were suitable and so Kier are discussing zero hour contracts with them.
R4	Consideration to be given for LCC staff to be trained as drivers mates for support during severe weather. This would primarily include Highways staff, with LFR and other staff in Environment and Economy as appropriate.	LCC staff to be offered the ability to put their names forward as drivers mates for use during severe weather.	This would be within normal operating hours where possible, with volunteers outside normal office hours.
R5	Undertake and review the current severe weather routes with WebAspx software to increase future operational efficiency and allow possible savings to be realised.	Severe Weather routes to be reviewed (whilst retaining the current number) for efficiencies as part of a wider review of the Highway Maintenance Plan.	Review to be considered for Winter 2017/18.
R6	Officers to explore possible solutions for greater cooperation with local parish councils to promote the self-service options available.	A greater focus is recommended on promoting self-service through the grit bins & one tonne salt sacks with parish councils.	Martin Thurnell, Business Manager to liaise with Satish Shah, Network Manager South.

Recommendation(s)		Detail	Outcome/Impact
R7	The Working Group supported the removal of all but one SnowEx and trailers to reduce costs.	The one remaining SnowEx would continue to operate for the 2016/17 winter with an existing CANTER vehicle from the Manby depot.	It is expected to make a **£24,000** saving from not undertaking the eight conversions to DAF vehicles.
R8	The Working Group supported the removal of the LCC trailer gritter attachments given the reduce usefulness.	Consider the possibility of utilising contacts with local farmers who may want to take up the trailer gritters for future local use.	It is expected to make a **£800** saving annually from the removal of the LCC trailer gritter attachments.
R9	The Working Group supported the retention of the LCC snow blower attachment for possible future use.	Retention of the attachment which has been well maintained.	The continued **£1,400** annual maintenance cost was considered a reasonable amount to retain this equipment.
R10	The Working Group supported the retention of the dedicated footway salting attachments for Lincoln City area.	Maintain current provision but review closer partnership working with City of Lincoln Council.	**£13,750** continued costs by retaining the footway attachment.
R11	The Working Group supported the reduction of reserve gritters from five to four.	The newer generation of gritters are now more reliable and repairs / maintenance are usually completed on the same day.	**£36,275** saving by reducing from five to four reserve gritters across the county.
R12	The Working Group supported the need to continue to review ongoing vehicle contract costs.	To achieve value for money over the coming years, vehicle contract costs should be reviewed as appropriate.	

Lincolnshire COUNTY COUNCIL
Working for a better future

Policy and Scrutiny

Open Report on behalf of Richard Wills, Director responsible for Democratic Services	
Report to:	**Highways and Transport Scrutiny Committee**
Date:	**12 September 2016**
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:

Members of the Committee are invited to consider and comment on the work programme as set out in Appendix A to this report and highlight any additional scrutiny activity that could be included for consideration in the work programme.

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
Appendix B	Forward Plan of Decisions relating to Highways and Transport Scrutiny Committee

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 Daniel Steel, Scrutiny Officer, who can be contacted on 01522 552102 or by e-mail at daniel.steel@lincolnshire.gov.uk

HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE

Chairman: Councillor Michael Brookes
Vice Chairman: Councillor Andrew Hagues

12 September 2016		
Item	**Contributor**	**Purpose**
Highways Asset Management Plan	Paul Rusted, Infrastructure Commissioner	Pre-Decision Scrutiny **Executive Councillor: 19 September**
Street Lighting Transformation Project Update	Richard Hardesty, Senior Project Leader	Project Update
Performance Report, Quarter 1 (1 April to 30 June 2016)	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Update on Local Bus Matters	Anita Ruffle, Group Manager PTU	Update Report
Development Road and Sustainable Drainage Specification and Construction	Mark Welsh, Flood Risk and Development Manager	Status Report
Winter Maintenance Working Group Outcome Report	David Davies, Principal Maintenance Engineer; Daniel Steel, Scrutiny Officer	Member Report

24 October 2016		
Item	**Contributor**	**Purpose**
Enhancing our Users' Experience	Satish Shah, Network Manager South	Update Report
Preparations for Winter 2016/17	David Davies, Principal Maintenance Engineer	Update Report
Network Rail Engagement Session	Gary Walsh, Area Director - Network Rail; John Clark, Infrastructure Maintenance Engineer; Ashley Jackson, Operations Manager	Status Report

28 November 2016		
Item	**Contributor**	**Purpose**
Performance Report, Quarter 2 (1 July to 30 September 2016)	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report
Street Lighting Transformation Project Update	Richard Hardesty, Senior Project Leader	Project Update
CCTV Pilot Scheme for Parking enforcement outside schools update	Matt Jones, Parking Services Manager	Project Update
Future Service Delivery Update	Paul Rusted, Infrastructure Commissioner	Update Report

23 January 2017		
Item	**Contributor**	**Purpose**
Budget Proposals 2017/18	Michelle Grady, Head of Finance	Budget Scrutiny
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report

27 February 2017		
Item	**Contributor**	**Purpose**
Performance Report, Quarter 3 (1 October to 31 December 2016)	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Street Lighting Transformation Project Update	Richard Hardesty, Senior Project Leader	Project Update
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report

For more information about the work of the Highways and Transport Scrutiny Committee please contact Daniel Steel, Scrutiny Officer on 01522 552102 or by e-mail at daniel.steel@lincolnshire.gov.uk

APPENDIX B

Forward Plan of Decisions relating to Highways and Transport Scrutiny Committee

DEC REF	MATTERS FOR DECISION	DATE OF DECISION	DECISION MAKER	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	DOCUMENTS TO BE SUBMITTED FOR DECISION	HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN	RESPONSIBLE PORTFOLIO HOLDER AND CHIEF OFFICER	KEY DECISION YES/NO	DIVISIONS AFFECTED
I011793	Adoption of the Lincolnshire County Council Permitting Scheme	6 September 2016	Executive	Full consultation was carried out in accordance with Statutory Guidance	Report	Regulation Services Manager Tel: 01522 552105 mick.phoenix@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	All Divisions
I011808	Changes to Highway Asset Management Plan	19 September 2016	Executive Councillor: Highways, Transport and IT	Highway Asset Management Plan	Report	Infrastructure Commissioner Tel: 01522 553071 Email: paul.rusted@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	All Divisions
I012109 New!	A153 Donnas Corner, Billinghay	Between 29 September 2016 and 10 October 2016	Executive Councillor: Highways, Transport and IT	Parish council, local member, divisional office	Report	Senior Project Leader (Major Schemes) Tel: 01522 782070 Email: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	All Divisions
I012107 New!	Thin Surface Replacement Package 2(2016)	Between 3 October 2016 and 18 October 2016	Executive Councillor: Highways, Transport and IT	Lincoln City Council, local members, divisional office	Report	Senior Project Leader (Major Schemes) Email: steve.brooks@lincolnshire.gov.uk Tel: 01522 782070	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	Lincoln East; Lincoln North; Lincoln West; Nettleham and Saxilby

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