



County Offices  
Newland  
Lincoln  
LN1 1YL

14 October 2016

**Highways and Transport Scrutiny Committee**

A meeting of the Highways and Transport Scrutiny Committee will be held on **Monday, 24 October 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

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

Tony McArdle  
Chief Executive

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

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



**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE AGENDA  
MONDAY, 24 OCTOBER 2016**

<b>Item</b>	<b>Title</b>	<b>Pages</b>
1	<b>Apologies for Absence/Replacement Members</b>	
2	<b>Declarations of Members' Interests</b>	
3	<b>Minutes of the previous meeting of the Highways and Transport Scrutiny Committee held on 12 September 2016</b>	5 - 12
4	<b>Announcements by the Executive Councillor for Highways, Transport and IT and Chief Operating Officers</b>	Verbal Report
5	<b>Major Schemes Update</b> <i>(A verbal update by Paul Rusted, Infrastructure Commissioner, in connection with the progress of Major Highway Schemes)</i>	Verbal Report
6	<b>Enhancing our Users' Experience Update</b> <i>(A report by Satish Shah, Network Manager South, in connection with progress on Enhancing Our Users' Experience with regards to the Highways and Transport services)</i>	13 - 22
7	<b>The A15 Lincoln Eastern Bypass - Construction Contract</b> <i>(A report by Lee Rowley, Senior Project Leader - Major Schemes, in connection with the award of contract for the Lincoln Eastern Bypass)</i>	23 - 38
8	<b>Update to the Winter Maintenance Plan</b> <i>(A report by David Davies, Principal Maintenance Engineer, which provides an update of the latest situation in connection with the Winter Maintenance Plan)</i>	39 - 112
9	<b>The Implementation of the Public Rights of Way sections of the De-regulation Act 2015</b> <i>(A report by Chris Miller, Team Leader, Countryside Services, in connection with a summary of the expected effects of the public rights of way (PROW) elements of the Deregulation Act 2015)</i>	113 - 120
10	<b>Highways and Transport Scrutiny Committee Work Programme</b> <i>(A report by Daniel Steel in connection with the Committee's Work Programme)</i>	121 - 126
11	<b>Network Rail Engagement Session - Gary Walsh, Area Director - Network Rail; John Clark, Infrastructure Maintenance Engineer; Ashley Jackson, Operations Manager</b> <i>(This provides an opportunity for the Committee to ask questions of Network Rail about their proposals for Lincolnshire. Gary Walsh, Area Director, John Clark, Infrastructure Maintenance Engineer and Ashley Jackson, Operations Manager)</i>	Verbal Report

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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.

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**HIGHWAYS AND TRANSPORT  
SCRUTINY COMMITTEE  
12 SEPTEMBER 2016**

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

Councillors A G Hagues (Vice-Chairman), M G Allan, D Brailsford, K J Clarke, G J Ellis, R G Fairman, Mrs A M Newton, Mrs S Ransome and A H Turner MBE JP

Councillors R G Davies and R A Renshaw attended the meeting as observers

Officers in attendance:-

Steve Blagg (Democratic Services Officer), David Davies (Principal Maintenance Engineer), Steve Blagg (Democratic Services Officer), Richard Fenwick (Highways Officer), Richard Hardesty (Senior Project Leader), Paul Rusted (Infrastructure Commissioner), Daniel Steel (Scrutiny Officer), Mark Welsh (Flood Risk and Development Manager) and Steve Willis (Chief Operating Officer, Development Services)

9 APOLOGIES FOR ABSENCE/MEMBERSHIP CHANGES

An apology for absence was received from Councillor J R Marriott.

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

10 DECLARATIONS OF MEMBERS' INTERESTS

None were declared at this stage of the meeting.

11 MINUTES OF THE PREVIOUS MEETING OF THE HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE HELD ON 11 JULY 2016

RESOLVED

That the minutes of the previous meeting of the Highways and Transport Scrutiny Committee held on 11 July 2016, be agreed as a correct record and signed by the Chairman.

## **HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE 12 SEPTEMBER 2016**

### **12 ANNOUNCEMENTS BY THE EXECUTIVE COUNCILLOR FOR HIGHWAYS, TRANSPORT AND IT AND CHIEF OPERATING OFFICERS**

No announcements were made.

### **13 HIGHWAY ASSET MANAGEMENT PLAN**

The Committee received a report in connection with the Highway Asset Management Plan which sets out the Council's highway maintenance policies, legal duties and standards. Officers stated that the Plan was in need of review in 2016 due to (a) revisions to internal operating procedures as a result of budget pressures, including grass cutting, weed spraying and drainage cleansing frequencies and (b) amendments to some wording and formatting errors in the previous version of the Plan.

Officers informed the Committee that it was necessary for the Executive Councillor for Highways, Transport and IT to approve the amendments on 19 September 2016.

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

1. South Kesteven District Council only carried out weed control once a year and therefore the County Council's proposals were in line with the District Council. Officers stated that District Councils were responsible for weed clearance from footpaths and their own amenity areas and the County Council's main responsibility was the removal of weeds from the highway.
2. Officers stated that the type of chemicals used to control weed growth was very restrictive and therefore weed control could only be undertaken at certain times of the year.
3. Officers stated that gully cleaning had been analysed in detail and it was now clear which gullies needed targeting on a frequent basis.
4. There was nothing in the report about the cutting of amenity verges on the highway. Officers stated that this issue would be addressed next year when new national guidelines were expected to be issued.
5. Councillor K Clarke was requested to report the specific problem with a gully in Boultham Park, Lincoln, to the Council, for investigation.

### **RESOLVED**

That the comments made by the Committee and responses by officers, be noted and that the recommendations to the Executive Councillor for Highways, Transport and IT, detailed in the report, be supported.

### **14 STREET LIGHTING TRANSFORMATION PROJECT UPDATE**

The Committee received a progress report in connection with the Street Lighting Transformation Project up to 31 August 2016. Officers stated that the project was due to be completed by March 2017.

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE**  
**12 SEPTEMBER 2016**

Officers reported that following the submission of a 4000 signature petition received by the Committee on 13 June 2016, part night time lighting had been altered from 10pm to 12 midnight.

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

1. Parish Councils being kept informed of street lighting developments was welcomed.
2. The proposals struck a balance between the saving of energy and reducing CO<sub>2</sub> emissions.
3. The use of LED lighting to reduce light pollution was welcomed.
4. Concern about foliage from trees obstructing street lights and causing street lights to remain on during day time hours. Officers stated that specific details of street lights being obstructed needed to be reported to the Council in the first instance for investigation.
5. Concern was expressed about street lighting on the A15. Officers stated that some street lights on the A15 had been switched off following assessment by Road Safety Partnership. Street lights on the A16 and A17 were currently being investigated in consultation with local Parish Councils and would only be switched off following the outcome of discussions with the Road Safety Partnership.
6. Officers reminded the Committee to contact the Council's Customer Service Centre in the first instance if they had any concerns about street lighting.
7. Had there been an increase in the reporting of crime since the Street Light Transformation project had started? Officers stated that statistics provided by the Lincolnshire Crime Partnership indicated that any significant crime was associated with the night time economy of major urban areas and in these areas the lights remained on. The Police had not reported any increase in crime and evidence from North Yorkshire County Council which had a similar street lighting policy to the Council, reported crime had actually fallen by 19%.
8. What was the procedure for anyone wishing to appeal against changes to street lighting and how many appeals had been received to date? Officers explained the exception criteria and gave an example of a Nursing Home which could be visited by emergency vehicles at any time of the night. Another example involved the presence of road humps and the need for motorists to be able to see them.
9. When the street lights went off at 10pm in the Moorland Ward of Lincoln the Police had had concerns about break-ins of garden sheds. Had there been an increase in this crime and accidents? Officers stated that they had not got any statistics for any of these areas and the Police had not contacted the Council with any concerns. The prime purpose for street lights were to light the public highway and there was no statutory duty for Councils to provide street lighting at all locations. Officers stated that two residents had contacted the Council following falls/trips and added that residents were able to make a claim for compensation, however, these would need to be in relation to the surface they were walking on and not due to being lit or not.

RESOLVED

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

## **HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE**

### **12 SEPTEMBER 2016**

#### 15 PERFORMANCE REPORT, QUARTER 1 - 1 APRIL TO 30 JUNE 2016

The Committee received a report in connection with the performance of the highways service including Lincolnshire Highways Alliance, Major Highway Schemes update and the Customer Satisfaction information, including service specific complaints and compliments for Quarter 1 (1 April 2016 to 30 June 2016).

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

1. It was noted that the East West Link was nearing completion and could currently be used by traffic. What was the latest situation in connection with the provision of signage to help motorists to use this road and avoid congestion in other parts of Lincoln? Officers stated that it was proposed to consider the provision of signage in Lincoln generally in due course. The introduction of temporary signage was expensive.
2. Who was responsible for maintenance issues for the new pedestrian bridge at the High Street rail crossing? Officers stated that maintenance of the footbridge was the responsibility of Network Rail and discussions were still required between the Council and Network Rail in connection with responsibility for the walking surface on the bridge.
3. The timing sequence of traffic lights on Tentercroft Street, Lincoln was causing issues for buses. Officers stated that they would ask the Traffic Light Engineer to investigate.
4. While the number of highways schemes being completed was welcomed was any consideration being given to future schemes? Officers stated that many large highway schemes were now required to show economic value in order to obtain Local Enterprise Partnership funding and the Council was in the process of prioritising projects in one overall strategy. Local Plans also provided another opportunity for forward development.
5. What was the timescale for responding to complaints? Officers stated that the response to responding to complaints about the highway was ten working days. However, there were currently delays in responding because the department was going through a major review and was running a 30% vacancy rate.
6. Concern was expressed about the potential delay to the start of the Lincoln Eastern Bypass due to Network Rail's inability to confirm the Disruptive Track Possession required to deliver the Spalding Line overbridge. Officers stated that the Council was expecting a more positive response from Network Rail on this matter in October 2016 and that, in the meantime, it was proposed to adjust the building programme to account for this delay.

RESOLVED

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

#### 16 UPDATE ON LOCAL BUS MATTERS

The Committee received a report in connection with legislative proposals for public transport, along with an update on integration with NHS Services; Real Time

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Passenger Information and Market Moderation by the County Council's Teckal Company. Officers informed the Committee that the Teckal Company had commenced services from today.

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

1. The Voluntary Car Scheme was so popular in South Holland that the service was inundated. Officers stated that the Council was working with the Voluntary Car Scheme to establish a hub which would allow the pooling of resources in this area.
2. Was the TUPE process used for the Teckal Company similar to that used by the County Council? Officers stated that the Teckal Company would follow the TUPE process used by private sector bus companies.
3. Disappointment was expressed that the proposed integration of the Total Transport Initiative between the County Council and the West Lincolnshire CCG had been unsuccessful. What were the reasons for the failure? Officers stated that no reasons had been given. Also, despite CallConnect/NSL trials which indicated potential for efficiencies, the County Council was not invited to stakeholder engagement events as they had been seen as a potential bidder for the contract.

The Committee placed on record their disappointment at the decision by West Lincolnshire CCG not to get involve with the County Council in an integrated transport initiative which could have provided an opportunity for collaboration and delivered efficiencies.

**RESOLVED**

- (a) That the report, comments made by the Committee and the response of officers, be noted.
- (b) That the Committee place on record their disappointment at the decision by West Lincolnshire CCG not to get involve with the County Council in an integrated transport initiative which provided an opportunity for collaboration and delivered efficiencies.

**17      DEVELOPMENT ROAD AND SUSTAINABLE DRAINAGE SPECIFICATION AND CONSTRUCTION**

The Committee received a report in connection with the new County Council Development Road and Sustainability Drainage Specification and Construction document, which had been produced to take account of the changes introduced by government legislation, from April 2015 requiring Sustainable Urban Drainage Systems on all major developments. Officers stated that a similar report would be submitted to the Flood and Drainage Scrutiny Committee.

A discussion between the Committee and officers included the following topics:-

1. How would the document deal with urban areas? Officers stated that there was a difference between dealing with water "run off" in urban areas and rural areas. There was a need for any new development to avoid adding to "run off". The requirements

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or a brown field site were not as onerous and explained the process for dealing with water "run off" adding that the future maintenance of "run off" was being reviewed.

2. Officers stated that they could provide presentations on Sustainable Urban Drainage Systems to future meetings.

3. What was the situation in connection with Private Roads? Officers stated that this was a complex area. Residents could bring forward a requirement under the Street Works Act for the road to be adopted and notice would have to be served on the developer to bring the Private Road up to standard.

3. In the past building had taken place without any consideration to the effects of water "run off". Officers stated that before the major flooding incidents nationwide in 2007 took place responsibility for flooding incidents was unclear. The County Council now had responsibility for advising the District Planning Authorities about flood risks generally, the effects on new developments and water "run off" incidents. The Council was not involved in advising on foul, fluvial and coastal flooding matters.

### RESOLVED

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

### 18 WINTER MAINTENANCE WORKING GROUP 2016 OUTCOME AND RECOMMENDATIONS

The Committee received a report in connection with the outcome and recommendations of the Winter Maintenance Working Group 2016, in connection with the following areas:-

1. Areas of possible savings, with particular focus on the equipment available for Severe Weather Events;
2. Identifying any changes to be considered for inclusion in an updated Winter Maintenance Plan;
3. Consider and review options for continued publicity to encourage suitable LGV licenced drivers to join Kier leading up to the 2016/17 winter period.

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

1. The use of Firefighters to help in severe weather was welcomed.
2. The interest shown in the recruitment days was welcomed.
3. Many Fire Stations had Retained Fire Fighters and they were required to live a certain distance from the Fire Station. What happened if they received a request to the Council with gritting were on call? Officers stated that Fire Fighters would only be involved in gritting duties when they were not on call.
4. Could any spare gritter capacity be offered to neighbouring Local Authorities to use? Officers stated that any spare capacity was retained in case of breakdowns but with improved reliability the number of Large Goods Vehicle Gritters had been reduced from five to four vehicles.
5. Concern was expressed about rural areas in the event of severe inclement weather and was it possible to store gritting vehicles in a barn for use when needed? Officers stated that the cost of storage was too much and, also, many contracts for

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snow clearance were given to local farmers and the Council was able to give them free use of any surplus equipment.

6. Weather forecasting had improved considerably in recent years. Officers stated that weather modelling had improved with the ability to forecast the presence of ice at specific locations.

RESOLVED

(a) That the outcomes and recommendations of the Winter Maintenance Working Group, be supported.

(b) That 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 IT, be supported.

19     HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE WORK  
PROGRAMME

The Committee considered its Work Programme.

RESOLVED

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

(a) Pre-Decision scrutiny of the award of the contract for the Lincoln Eastern Bypass.

(b) Review of the Boston Transport Strategy.

The meeting closed at 12.05 pm

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

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>24 October 2016</b>
Subject:	<b>Enhancing Our Users' Experience Update</b>

**Summary:**

To update members of the Committee with progress on Enhancing Our Users' Experience with regards to the Highways and Transport services.

**Actions Required:**

1. The members of the Committee are requested to note this update and comment on the progress.
2. The Committee is requested to agree to receive a further report in six months' time.

**1. Background**

- 1.1 Members of the Committee were briefed on actions being taken in improving the highways and transport services users' experience on 13 July 2015. Subsequently an update report was presented to the Committee on 7 March 2016.
- 1.2 The actions were previously listed under the headings of Communications Strategy, Major Urban Area Webpages, LAGAN (Lincolnshire Citizen Portal), Highways Alliance 60, Highways Alliance Customer Excellence, Works Programmes and HMEP Peer Review. As agreed within the update report of 7 March 2016, progress since is reported under the following three headings.

**2. Communication Strategy**

- 2.1 The current communications strategy has been in place since summer 2015. This is currently being reviewed to ensure that we are providing all stakeholders with accurate, up-to-date information in a timely fashion using the most effective and efficient methods. It is anticipated the updated strategy will be completed early next year, following the restructuring of the highways and transport services.
- 2.2 We currently carry out a range of communications activities when required to make stakeholders aware of the works we are doing and why we are doing them. We do this for both standard roadworks and major projects, such as the East West Link Road and the street light transformation programme.

- 2.3 We have recently revamped the roadworks page on the county council website, [www.lincolnshire.gov.uk/roadworks](http://www.lincolnshire.gov.uk/roadworks) . This has made it easier for people to find the latest highways-related news releases. There are also links to: [www.roadworks.org](http://www.roadworks.org), a comprehensive listing of roadworks being carried out by all local authorities and utility companies; more detailed information on our major highways projects; and our planned works programmes.
- 2.4 We now have more than 5,000 people following the county council's highways-specific Twitter account, @LincsCC\_Roads. This is particularly useful for making people aware of urgent issues, such as emergency road closures. We will continue to develop this channel.
- 2.5 Despite the ever-growing importance of online and social media, the local press remain a key way of getting messages out. During the first quarter of 2016/17 (April to June 2016), there were 486 highways-related items in the local media. Of these 90 per cent were recorded as positive or balanced in nature.
- 2.6 Improving our communications, particularly making it easier to find information online and through social media, should support channel shift, helping reduce the number of calls to the Customer Service Centre and highways officers.
- 2.7 Highways Alliance Planned Works Programmes are updated and published routinely on our website and issued to the councillors. The latest edition can be accessed at the following link:  
<http://www.lincolnshire.gov.uk/transport-and-roads/road-management-and-maintenance/works-programmes/planned-maintenance/>

### **3. LAGAN (Lincolnshire Citizen Portal)**

- 3.1 As previously mentioned, Highway Fault Reporting Online System LAGAN was launched in June 2015 with the intention of achieving a channel shift for reporting faults relating to the highways and transport services.
- 3.2 Since the system's launch, we have been working with Serco to resolve a number of issues around access, information from / to customers and interface with our works ordering system Confirm.
- 3.3 As detailed on Appendix A, improvements to the system are being made and it is to be relaunched at the end of this month. Prior to the relaunch a demonstration of the improved system is to be done at this meeting. Mapping issue is being addressed and will be implemented early next year.
- 3.3 It is worth noting that had customers called the CSC rather than used the online system, this would have cost us an additional £29,840 since its launch to end August 2016.

#### **4. Highways Alliance Customer Excellence**

- 4.1 We have been working with our Highways Alliance partner Kier, to undertake some activities to improve the experience of our service users.
- 4.2 As seen from the attached Appendix B, Kier have completed majority of actions to improve our reputation and information sharing.

#### **5. Consultation**

- 5.1 As part of this project, consultations have been ongoing with the following:
- Serco (Customer Services)
  - Executive Portfolio Holder
  - Elected Members
  - Highways Alliance
  - Communications Team
  - Commercial Projects and Performance Team
  - Management Team

#### **6. Conclusion**

As seen from the above, progress is continually being made in enhancing highways and transport services users' experience. However, there is still more to do to improve our customer experience. This will get an impetus with the introduction of Highways Liaison Manager position within the current highway services restructuring. Therefore it is suggested that the Committee be updated on this project again in six months' time.

#### **7. Background Papers**

Enhancing our Users' Experience - Report to Highways and Transport Scrutiny Committee on 13 July 2015.

Update on Enhancing our Users' Experience - Report to the Highways and Transport Scrutiny Committee on 7 March 2016.

#### **8. Appendices**

Appendix A	Highways Fault Reporting Online System Improvements & Relaunch Summary of customer feedback and actions to take October 2016
Appendix B	Kier Customer Service Action Plan October 2016 Update

This report was written by Satish Shah, who can be contacted on 01522 782070 or [LCCHighwaysWest@lincolnshire.gov.uk](mailto:LCCHighwaysWest@lincolnshire.gov.uk).

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# Highways Fault Reporting Online System

## Improvements & Relaunch

October 2016

## Background

Serco and LCC have conducted a complete end to end review of the online highways fault reporting system.

This has covered the customer and officer journey. Considering all aspects from the public and CSC use of the online reporting system, through the back office processes to the point of jobs being completed and feedback being provided to the customer.

The review group consisted of Highways and Confirm Officers, supported by corporate communications working with site and system developers from Serco. This group has reporting into Satish Shah (Highways Manager).

Following implementation of the changes the site will be relaunched for citizens at the end of October 2016. Their feedback will be collated and evaluated.

Additional functionality will also be introduced early in 2017 with further improvements to the mapping and asset information available on the site.

The following provides information on the improvements made to the site.

Issue	Improvements
<p><b>Fault Classification Language</b> - Used was Highways specific leading to incorrect classifications and discouraging customers from using the site. Resulting in increased calls to the CSC.</p>	<p>All language has been reviewed and updated to use simple, plain English text which citizens will better understand e.g. lighting columns are now referred to as streetlights.</p>
<p><b>Fault Classification - Poor data quality</b> Due to the questions asked, the quality and quantity of information passed to the Highways Officers resulted in incorrect fault classification and prioritisation.</p>	<p>Major amendments to fault questions, prompts, classifications and priorities to improve customer journey, better capture useful information and enable more accurate allocation and prioritisation of work.</p>
<p><b>Assets</b> - LCC Highways assets not displayed on the map, leading to faults being logged against non-LCC assets.</p>	<p>Assets are now displayed on the map to enable citizens to place a pin in the exact location of the relevant asset. Email notification will also be provided where reports relate to a non-LCC asset. Work is continuing to enable customers to select specific assets.</p>
<p><b>Emails</b> - To customers did not explain what will happen next, establish realistic expectations or provide updates as action was taken – leading to increased calls to the CSC.</p>	<p>All emails have been reviewed and updated and additional emails to citizens will be triggered as the job is progressed and updates are recorded in Confirm and Lagan.</p>

Issue	Improvements
<b>System Integration</b> - Updates do not feed through between Lagan and Confirm leading to increased work for CSC and Highways Officers.	The integration has been improved to ensure updates feed from Lagan to Confirm and vice versa. Work undertaken to improve working practices at the CSC and within Highways to ensure best use is made of the systems and reduce back office effort.
<b>Search Facility</b> - Locating site of fault difficult from search facility as no guidance on how to search using format required to obtain adequate results.	Additional guidance provided on use of search facility and separating 'Street' and 'Town' search boxes.
<b>Emergency Faults</b> - Being reported through the system out of hours, resulting in missed emergencies.	Site makes it clear it should not be used to log out of hours emergency faults and provide alternative contact details. Emergencies that are logged trigger appropriate emails.
<b>Non-LCC Issues Reported</b> - Against assets where third parties are responsible rather than LCC results in officer time contacting the customer.	Assets being displayed to show what can be reported (longer term to be selectable), messages and redirection from front page to make explicit the purpose of the site and signpost customers to alternative reporting options, and automatic emails generated with third part details directly to customer if reports are made.



**1. Purpose**

The purpose of this document is to provide visibility of the actions Kier are undertaking to improve the experience. This activities support the LCC Highways Customer Experience Plan.

**2. Kier Activities**

Identified Improvement	Task / Actions	Kier Owner	Implementation Date/s
<b>Theme 2 - Improved reputation:</b>			
1. Messages explaining lack of activity at works locations	Kier to design information boards to be securely displayed at locations where there may be no visible progress to the public. This will be trialed initially in an area agreed with LCC.  NB: We propose working with the CSC to measure the success of the trial by tracking any reduction/s in contacts or complaints as a result of the information boards within the trial area.	Design: Ben Bax Implementation: Mike Smith	Design complete: Mid October 2015 Trial to commence: March 2016 <i>Complete</i>
<b>Theme 3 - Improved Comms &amp; info sharing:</b>			
2. Arrange for CSC reps to spend time with programming team at Kier	Kier Hub manager to design programme / agenda for visit to Hub and arrange date/s and request names from LCC CSC manager.	Paul Brooks	October 2015 <i>Complete</i>
3. Improve information on site - boards showing dates, times, telephone number and web addresses	Mike Smith is currently reviewing existing boards and proposing improvements. Final versions to be reviewed by Kier customer service team for peer review.	Mike Smith	Boards available by February 2016 <i>Complete</i>
4. Gangs to be better equipped to deal with enquiries on site - Produce briefings for each job, to be jointly agreed	Kier to develop / propose template for the briefings for joint approval by LCC.	David Short / Ben Bax	February 2016 <i>Complete</i>
5. Get in touch cards	Kier to provide previously used 'get in touch' cards to Russell Moore for approval / improvement before issuing to gangs for use.	Mike Smith	February 2016 <i>New cards now with operatives</i>

Theme 5 - Shared quality standards			
6. Audit / Survey to understand where we are now	Implementation of the Kier CustomerWise audit process across the LCC contract. Supervisors to be trained carry out CustomerWise Audits and how to recognize good and bad customer service in the field.	Ben Bax	March 2016 <i>Audits now taking place. Feedback to be assessed end October 2016.</i>
7. Develop and implement shared behavior framework across CSC, Highways & Kier	Proposal - Refresh Kier 'Customer Charter' for all kier staff and roll out to Highways staff. Separate supporting version to be developed for CSC staff members.	Ben Bax	February 2016 <i>Kier staff and operatives have completed training. Attendance sheets and Charter handed to LCC. Highways and CSC staff training to be done by January 2017.</i>
8. Develop and implement shared performance framework across CSC, Highways and Kier	This could be achieved using the existing Kier 'Customer Service Performance Management Framework' as a template. Data / Metrics to be jointly developed and agreed.	Ben Bax with Satish Shah (LCC) and Zoe Butler (Serco)	April 2016 <i>Being developed as part of FOM. Implement by March 2017.</i>
9. Joint customer service training	Possibly based on the Kier Customer Charter, to be developed by Kier Central customer service team, Kier L&D and LCC.	Ben Bax with LCC	April 2016 <i>Arrange training sessions following shared behavior framework (item 7) by March 2017.</i>

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

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>24 October 2016</b>
Subject:	<b>The A15 Lincoln Eastern Bypass – Construction Contract</b>

**Summary:**

This item invites the Highways and Transport Scrutiny Committee to consider a report on the A15 Lincoln Eastern Bypass Construction Contract. This report is due to be considered by the Executive on 01 November 2016. The views of the Scrutiny Committee will be reported to the Executive as part of its consideration of this item.

**Actions Required:**

- (1) To consider the attached report and to determine whether the Committee supports the recommendations to the Executive set out in the report.
- (2) To agree any additional comments to be passed to the Executive in relation to this item.

### 1. Background

The Lincoln Eastern Bypass (LEB) is one of the County Council's priority schemes as identified in the County Council Business Plan 2012-15. It is the key element of the Lincoln Integrated Transport Strategy (LITS) that allows the wider benefits of the Strategy to be delivered.

The Executive is due to consider the report on the A15 Lincoln Eastern Bypass Construction Contract on 01 November 2016. The full report to the Executive is attached at Appendix 1 to this report.

### 2. Conclusion

Following consideration of the report, the Highways and Transport Scrutiny 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. The Committee's views will be reported to the Executive at its meeting on 01 November 2016.

**3. Consultation**

**a) Policy Proofing Actions Required**

n/a

**4. Appendices**

These are listed below and attached at the back of the report	
Appendix 1	The A15 Lincoln Eastern Bypass - Construction Contract

**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 Lee Rowley, who can be contacted on 01522 555587 or [lee.rowley@lincolnshire.gov.uk](mailto:lee.rowley@lincolnshire.gov.uk).

## Executive

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

Report to:	<b>Executive</b>
Date:	<b>01 November 2016</b>
Subject:	<b>The A15 Lincoln Eastern Bypass - Construction Contract</b>
Decision Reference:	<b>I012191</b>
Key decision?	<b>Yes</b>

**Summary:**

Approval is sought to proceed with awarding a construction contract for the Lincoln Eastern Bypass.

In addition the Executive is asked to note the increase in the current cost estimate, albeit with the potential for significant savings during construction.

**Recommendation(s):**

It is recommended that:

- 1) The Executive approves the award of a construction contract to Carillion for Lincoln Eastern Bypass. This award will be subject to the confirmation of £49.95m funding by central government, expected in December 2016;
- 2) That the Executive notes the potential requirement for an increase in the County Council's contribution to the scheme cost, to cover the increases in costs since provisional funding was granted in 2011, and that there is potential for savings to be made on the current estimate;
- 3) That authority be given to the Executive Director for Environment & Economy, in consultation with the Executive Councillor for Highways, Transport and IT, to finalise and enter into the contract documentation when central government funding is confirmed.

**Alternatives Considered:**

1. Not to award the construction contract. In particular the contract could not be awarded to any other bidder without significant risk of legal challenge. The scheme could not proceed without this contract.

### **Reasons for Recommendation:**

In order to comply with the necessary requirements for the construction of the Lincoln Eastern Bypass.

## **1. Background**

### **1. Development of the Scheme**

1.1 The Lincoln Eastern Bypass (LEB) is one of the County Council's priority schemes as identified in the County Council Business Plan 2012-15. It is the key element of the Lincoln Integrated Transport Strategy (LITS) that allows the wider benefits of the Strategy to be delivered. It also contributes to the wider aims of the city by facilitating growth and re-generation (as outlined in the draft Central Lincolnshire Local Plan) and is supported by the City of Lincoln Council, West Lindsey District Council and North Kesteven District Council. The route of the LEB is shown at Appendix A.

1.2 The LEB scheme has three clear objectives:

**Objective 1:** To support the delivery of sustainable economic growth and the Growth Point agenda within the Lincoln Policy Area through the provision of reliable and efficient transport infrastructure.

**Objective 2:** To improve the attractiveness and liveability of central Lincoln for residents, workers and visitors by creating a safe, attractive and accessible environment through the removal of strategic through traffic (particularly HGVs).

**Objective 3:** To reduce congestion, carbon emissions, improve air and noise quality within the LPA, especially in the Air Quality Management Area in central Lincoln, by the removal of strategic through traffic (particularly HGVs).

### **2. Transport Problems and Issues**

2.1 Lincoln suffers from a number of transport related problems and issues that have a significant impact on journey reliability, journey times and network reliability throughout the city. The main issues are

- Lincoln's city centre currently suffers from high levels of congestion from local and strategic traffic movements - quality of life impacts, constraint to the economy, reduces the attractiveness of the city for residents, visitors and investors.
- A number of key strategic north-south routes converge on the city centre with few viable alternative routes; this results in significant levels of strategic traffic being channelled through the centre of Lincoln.

- Lack of alternative river crossings means that strategic traffic, including large numbers of long distance HGVs again are forced to converge on the A15 within the city centre. This intrusion of strategic traffic has been identified as a key constraint to Lincoln's continued success and a key driver for the promotion of LITS, including the LEB.

2.2 Traffic levels and the associated transport problems and challenges facing Lincoln are expected to increase over the mid to long term, which will place further stress on the highway network and likely have a significant impact on the local economy and Lincoln's development aspirations.

2.3 Significant housing and economic development is targeted for the Lincoln area. The Central Lincolnshire Local Plan sets out aspirations for additional dwellings and employment land within the Central Lincolnshire area by 2036. The North East and South East Quadrant Sustainable Urban Extensions have the potential to accommodate a significant level of development within the Lincoln area and the implementation of LITS (including LEB) will be necessary to facilitate and support their delivery in a safe and acceptable manner.

### **3. The Need for the Scheme**

3.1 As described above, the LEB forms an intrinsic part of the Lincoln Integrated Transport Strategy and is a key intervention that will help achieve the transport aims and objectives identified in LITS as well as the development aspirations for Lincolnshire. The LEB is considered to be necessary to help alleviate the problems caused by congestion and support the delivery of national and local policy agendas identified for the Lincoln area up to 2036. In addition, without the addition of the LEB, the existing problems are forecast to increase and the challenges currently facing Lincoln will be exacerbated. In the absence of the LEB the forecast future conditions would also have a detrimental impact on the growth strategy for Lincoln.

### **4. Scheme History**

#### **4.1 The scheme**

- 2005 - Planning permission granted for an eastern bypass of the City
- 2007 - Route revisited
- February 2008 - public consultation undertaken to engage elected members, selected stakeholders and the wider public to gauge opinion on three routes for the LEB.
- November 2008 - Preferred Route Announcement for most easterly route.
- 2009 - Funding bid made to government on dual carriageway scheme
- 2010 - Dual carriageway scheme granted planning permission. (Route alignment essentially the same as now being considered for the single carriageway).

- 2010- As a result of the government's comprehensive spending review the dual carriageway LEB was reviewed to look at reducing costs.
- September 2011 - Second funding bid for new single carriageway scheme submitted
- November 2011 - Scheme granted provisional funding by government
- June 2013 - Planning application for the single carriageway LEB scheme approved by the County Council's Planning and Regulation Committee.
- July 2013 - Orders (Compulsory Purchase, Side Road and Bridge Scheme) published for the scheme.
- January 2014 - additional planning application for new bridge at Hawthorn Road granted.
- February 2014 - Public Inquiry held.
- July 2014 - Secretary of State for Transport published his decision to not confirm the CPO and SRO for the scheme, although he did confirm the Bridge Scheme.
- October 2014 - Revised Hawthorn Road bridge granted planning consent
- October 2014 – revised Orders published
- August 2015 - further Public Inquiry held.
- February 2016 - Orders confirmed by the Secretary of State.
- June 2016 – tenders for main works issued
- August 2016 – tenders returned

## **5. The Scheme**

5.1 The LEB will provide a new 7.5km single carriageway relief road that will link the A158 Wragby Road in the north to the A15 Sleaford Road in the south. The new route will be classified as the A15 on opening and will be subject to a 60mph speed limit.

5.2 The Scheme will comprise the following elements:

- Improvements to Wragby Road Roundabout
- New roundabouts at Greetwell Road, Washingborough Road, Lincoln Road Branston and A15 Sleaford Road
- New junction between LEB and the eastern section of Hawthorn Road (no access on western side)
- New bridge over River Witham, North Delph, South Delph and Canwick Fen Drain
- New bridges over Lincoln to Market Rasen railway line
- New bridge under Lincoln to Spalding railway line
- New bridge taking Heighington Road over the bypass
- New bridges for pedestrians, cyclists and equestrians at Hawthorn Road, Greetwell Road, Bloxholm Lane and over the South Delph
- New underpass for pedestrians, cyclists and equestrians at Lincoln Road Branston
- A 3m wide combined cycle, pedestrian and equestrian right of way (located on the western side of the carriageway) will be provided along



the full length of the scheme, to link up with existing public rights of way. The pedestrian, equestrian and cycle route is referred to as the NMU.

- Public footpath diversions to tie into the NMU Route

## **6. DfT\Third Party Funding**

- 6.1 As noted above, the Best and Final Bid scheme was successful and achieved Programme Entry Status from DfT in 2011. The Scheme cost at that time was £96m which comprised £49.95m from DfT, with the remaining circa £46m initially coming from Lincolnshire County Council Highways Capital budget allocated to the Lincoln Eastern Bypass.
- 6.2 The County Council contribution includes underwriting third party contributions, as agreed at the Executive meeting held on 15 August 2011. To enable delivery of third party contributions as a result of development mitigated by LEB, a Memorandum of Understanding has been signed with the three partner authorities to the Central Lincolnshire Local Plan.
- 6.3 A funding application was submitted to DfT in early October to confirm the contribution of £49.95m from central government. This funding could not be confirmed until statutory processes (the Orders) had been completed and the tender process had resulted in a tender price being confirmed. It is expected that DfT will take approximately 8 weeks to review the application.

## **7. Network Rail**

- 7.1 As noted above there is a requirement to construct a bridge on the Lincoln to Spalding railway line to allow LEB to pass under the railway.
- 7.2 Originally it was intended that the Council would design and deliver this bridge as part of the main works construction contract. Network Rail (NR) was however commissioned in February 2015 to procure a contract to deliver the bridge outside of the main scheme. The construction of an underbridge requires a closure of the railway line, a 72 hour disruptive possession (ie full closure) of the railway was therefore provisionally 'booked' for the half term week in February 2017.
- 7.3 The delivery of the 'hole' under the railway is critical to the main works as significant volumes of earthworks excavated to the south of the railway are required to construct embankments to the north which is effectively 'landlocked' without the 'hole'. (Refer to Appendix A). Without this access the earthworks movements will be either much more complex for the main works contractor or significantly delayed, resulting in considerable additional costs to the County Council. Early delivery therefore would have provided significant benefits to the main works.
- 7.4 In January 2016 NR informed LCC that the February 2017 possession had been 'disputed' by the train operators, both passenger and freight. NR therefore sought to provisionally book a later possession in October 2017 (this was stated to be the earliest feasible date the NR contractor could

achieve). This would have given access to LCC under the bridge in April 2018. This revised possession would mean that in practical terms the significant earthworks mentioned above would not be able to commence until the next earthworks season opens in March 2018. This will mean a potential completion of the bypass in 2019, 12 to 18 months later than expected. The October 2017 possession was again 'disputed' by the train operators, these disputes were not resolved until early September. This resolution confirmed the possession and allowed NR to enter into contract with both LCC and the NR contractor, with an expected start date on site in December 2016.

- 7.5 The project team sought political authorisation to enter into a legal agreement with NR to progress towards award of a construction contract. This authorisation was granted on 20 January 2016.
- 7.6 NR have recently provided an update to the costs following design development and a costing exercise by their contractor, based on an October 2017 possession. The current estimate for their works is £14,474,810.
- 7.7 It should be noted that there are a number of costs for risks and provisional items in this estimate. It is hoped therefore that this estimate will reduce once construction starts. There will also be an element of interaction with the main works contractor which could potentially bring further efficiencies.

## **8. The Main Works Contract**

- 8.1 The contract is a standard form of engineering contract with a pricing mechanism known as a 'Target Cost'.
- 8.2 In this form of contract the Contractor tenders a target price using an activity schedule which is a simplified list of the items needed to build the bypass. Each activity is priced as a lump sum and a Fee is also tendered as a percentage for subcontract work and for the Contractor's own direct work. The initial target price is the sum of the activity prices and the fee. During the course of the contract, the target price is adjusted to cater for any changes to the works.

## **9. Tender Processes**

- 9.1 The ongoing lack of clarity on a confirmed possession date had significant implications for LCC. Without a confirmed availability of the access for earthworks under the bridge LCC would have been issuing tenders for the main works at risk as the tender programme and price will be based on this availability. The project team therefore had to make a decision that the tender was either issued as soon as possible or wait until further certainty had been received from NR. A decision was made with these significant risks in mind and a tender was issued in June 2016, with a tender period of 12 weeks.

- 9.2 These tenders were in full accordance with the Council's procurement regulations. Tenders were returned in August 2016.
- 9.3 Several processes have been undertaken during the tender review period to validate the tenders:
- A checking of the financial submissions (70% of the score)
  - Evaluation and scoring of the quality submissions (20% of the score)
  - Tender interviews (10% of the score)
- 9.4 This assessment process has resulted in Carillion being identified in accordance with the evaluation criteria governing the procurement as the successful bidder, with a tender price of £52,953,475. If a contract is to be awarded, it must therefore be awarded to Carillion. Entering into the contract is subject to the confirmation of the central government funding, expected in December 2016.
- 9.5 In addition to the main works, because of the delay to the Network Rail scheme it was also decided to separate the archaeological investigations required along the route from both the main works and Network Rail's scheme. These archaeological investigations were required to discharge planning conditions imposed on the scheme. Several areas needed investigation prior to Network Rail starting on site in December 2016. A separate tender process was therefore carried out for these works and investigations commenced by Network Archaeology in September 2016.

## 10. Scheme Costs

- 10.1 The total scheme cost is now estimated at £99,597,437 and is summarised in the following table

	<b>Element</b>	<b>Cost</b>	<b>Notes</b>
1.	Preparation Fees	£7,261,386	FY 10\11 to date inc 2No. Public Inquiries
2.	Supervision Fees and Testing	£4,276,712	
3.	Construction tender	£52,953,475	
4.	Other Works	£635,739	Inc enabling works, land drainage and other misc costs
5.	Statutory Undertakers	£4,785,774	
6.	Archaeology	£1,978,546	
7.	Land\Part 1 Claims	£6,982,500	
8.	Risk	£6,086,000	
9.	Network Rail Spalding Bridge	£14,474,810	Including risk and contingencies
10.	Inflationary Costs	£162,495	
<b>11.</b>	<b>Total Scheme Cost</b>	<b>£99,597,437</b>	£3,739,737 increase on 2011 estimate

10.2 Within each of the costs listed above there are elements included for risks and contingencies. These can be summarised as follows:

<b>Risk Element</b>	<b>Value</b>	<b>Comment</b>
Scheme Risk	£6,086,000	Item 8 in above table
Contractors Risk	£513,660	In item 3 above.
Network Rail Risk	£1,582,030	In item 9 above
Network Rail Contingency	£2,536,245	In item 9 above
Statutory Undertakers Contingency	£435,070	In item 5 above
<b>Total Risk Value</b>	<b>£11,153,005</b>	

10.3 Risk workshops have been held to collate any risks that could either increase cost or delay programme and these have resulted in a risk value. It is expected that with careful management during construction (in conjunction with the contractor) many of the risks identified will not occur. These risk costs would therefore remain unused.

10.4 Whilst all will be done to ensure that risk amounts are not necessary and reductions are achieved in the Target Cost through the contract mechanisms, the Executive is asked to note for the potential for the scheme costs to increase.

## **11. Programme**

11.1 At the time of writing, the current estimated programme for delivery of the Scheme is as follows:

- Late September 2016 – preferred bidder announced
- Early October 2016 – Submission to DfT for final funding approval
- November 2016 – Executive approval to award contract, subject to DfT funding
- Early December 2016 – DfT confirm funding available. Construction contract awarded, subject to Executive approval
- December 2016 – Construction of Network Rail Bridge commences
- Early to mid 2017 – Construction commences
- April 2018 – Network Rail bridge complete and access available for LCC
- Late 2019 – Scheme opens (subject to final construction programme)

This timescale is an estimate only and is heavily dependent on a number of external factors.

## **12. Legal Implications**

### *Equality Act 2010*

The Council needs to make sure that it complies with the public sector equality duty set out in S149 Equality Act 2010 when coming to a decision on the

proposals. In doing so, the Executive as decision-maker must have due regard to the needs 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). The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation: section 149(7).

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.

A reference to conduct that is prohibited by or under this Act includes a reference to (a) a breach of an equality clause or rule or (b) 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. 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.

Consideration has been given to the equality act duty in this instance and there are not considered to be any direct negative impacts of the decision. The works are not expected to take place in areas to which the public have access. To the extent that any of the works would affect members of the public, suitable measures will be taken to maintain access and safety for people with a protected characteristic.

*Joint Strategic Needs Assessment (JSNA) and Joint Health and Wellbeing Strategy (JHWS)*

The Council in exercising its functions must have regard to both the JSNA and the JHWS.

Consideration has been given to the JSNA and the JHWS and as can be seen from the Objectives of the scheme set out below, especially Objectives 2 and 3, the scheme has significant benefits for both the health and wellbeing of people in Lincoln.

**Objective 1:** To support the delivery of sustainable economic growth and the Growth Point agenda within the Lincoln Policy Area through the provision of reliable and efficient transport infrastructure.

**Objective 2:** To improve the attractiveness and liveability of central Lincoln for residents, workers and visitors by creating a safe, attractive and accessible environment through the removal of strategic through traffic (particularly HGVs).

**Objective 3:** To reduce congestion, carbon emissions, improve air and noise quality within the LPA, especially in the Air Quality Management Area in central Lincoln, by the removal of strategic through traffic (particularly HGVs).

### *Crime and Disorder*

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area.

This requirement has been taken into account but the proposals set out in this Report is not considered to affect the above matters

## **2. Conclusion**

It is recommended that a construction contract be awarded to Carillion, subject to a successful grant of central government funding in December 2016.

In addition it is recommended that the Executive notes the current cost estimate for the scheme is higher than that previously reported, although there are significant opportunities to reduce this estimate once the contractor has been formally appointed.

### **3. Legal Comments:**

The Council has the power to award the contract referred to in the Report. The Council has pursued a procurement process in accordance with the EU procurement regime. Having identified a successful tenderer in accordance with that process it could not award the contract to any other bidder without risk of successful legal challenge.

The considerations to be taken into account by the decision-maker are dealt with in the Report.

The recommendation is consistent with the Policy Framework and within the remit of the Executive if it is within the budget.

### **4. Resource Comments:**

Subject to confirmation of central government funding of £49.950m, sufficient resources have been agreed as part of the currently approved budget and future years' capital programme to meet the expected cost of this contract. There is also a capital unallocated budget and earmarked reserves available to meet additional costs should they arise due to the delay in the delivery of this scheme.

## **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 24 October 2016. Any comments from the Committee will be presented to the Executive.

### **d) Policy Proofing Actions Required**

n/a

## 6. Appendices

These are listed below and attached at the back of the report	
Appendix A	Plan showing the route of the Lincoln Eastern Bypass

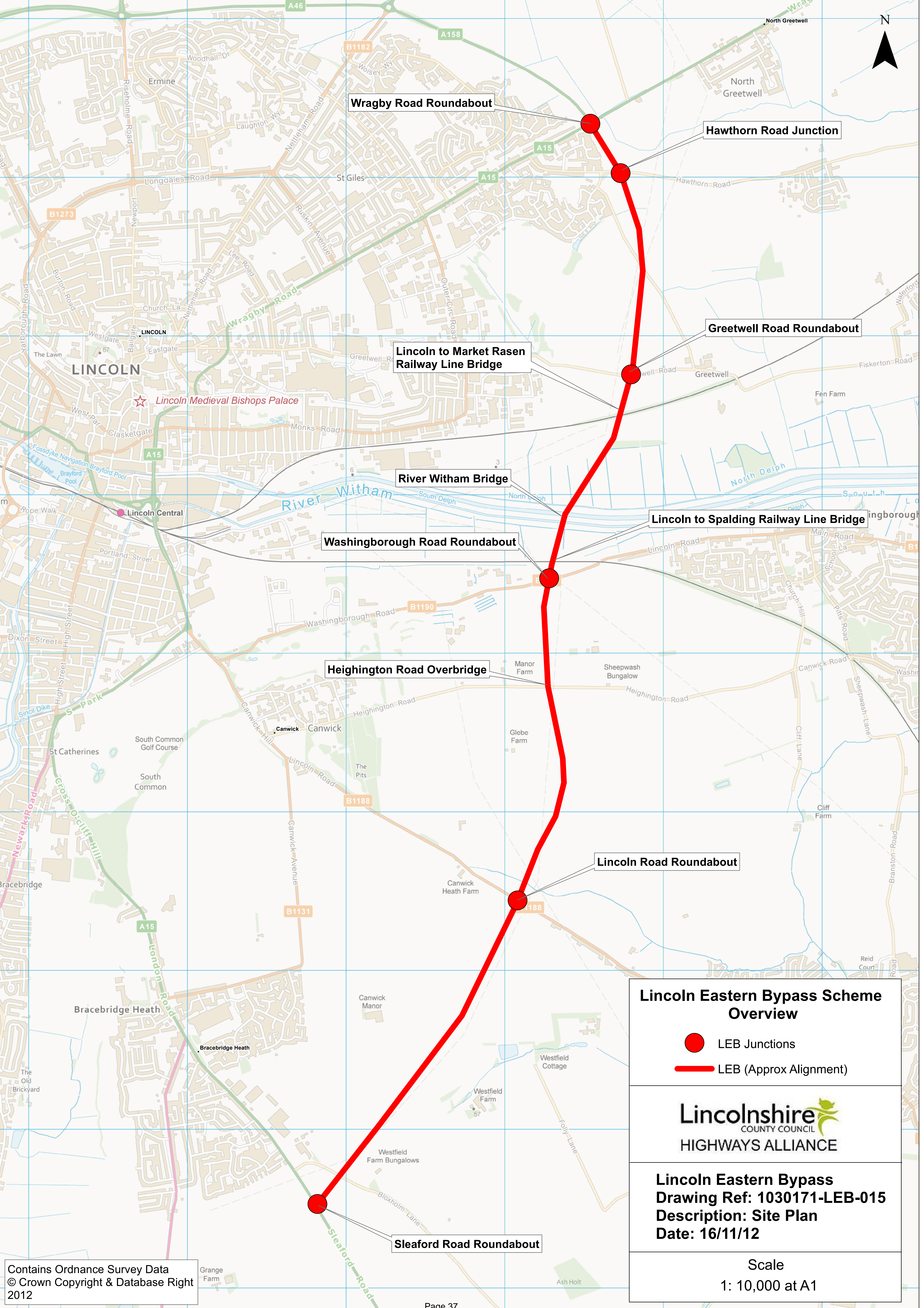
## 7. Background Papers

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
Planning Application L/0110/13 and accompanying documents	<a href="http://www.lincolnshire.gov.uk/residents/environment-and-planning/lincolnshire-county-councils-planning-portal/">http://www.lincolnshire.gov.uk/residents/environment-and-planning/lincolnshire-county-councils-planning-portal/</a>
Planning Application PL/0194/14 and accompanying documents	<a href="http://www.lincolnshire.gov.uk/residents/environment-and-planning/lincolnshire-county-councils-planning-portal/">http://www.lincolnshire.gov.uk/residents/environment-and-planning/lincolnshire-county-councils-planning-portal/</a>
Compulsory Purchase and Side Roads Order documentation	<a href="https://www.lincolnshire.gov.uk/transport-and-roads/roadworks-and-improvement-schemes/lincoln-eastern-bypass/compulsory-purchase-order-and-ancillary-orders/">https://www.lincolnshire.gov.uk/transport-and-roads/roadworks-and-improvement-schemes/lincoln-eastern-bypass/compulsory-purchase-order-and-ancillary-orders/</a>

This report was written by Lee Rowley, who can be contacted on 01522 555587 or [lee.rowley@lincolnshire.gov.uk](mailto:lee.rowley@lincolnshire.gov.uk)





Wragby Road Roundabout

Hawthorn Road Junction

Greetwell Road Roundabout

Lincoln to Market Rasen Railway Line Bridge

River Witham Bridge

Lincoln to Spalding Railway Line Bridge

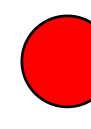

Washingborough Road Roundabout

Heighington Road Overbridge

Lincoln Road Roundabout

Sleaford Road Roundabout

**Lincoln Eastern Bypass Scheme Overview**

-  LEB Junctions
-  LEB (Approx Alignment)



**Lincoln Eastern Bypass**  
Drawing Ref: 1030171-LEB-015  
Description: Site Plan  
Date: 16/11/12

Scale  
1: 10,000 at A1

Contains Ordnance Survey Data  
© Crown Copyright & Database Right  
2012



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

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>24 October 2016</b>
Subject:	<b>Update to the Winter Maintenance Plan</b>

**Summary:**

This item invites the Highways and Transport Scrutiny Committee to consider a report regarding an Update to the Winter Maintenance Plan. This report is due to be considered by the Executive Councillor for Highways, Transport and I.T on 01 November 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 for Highways, Transport and I.T set out in the report.
- (2) To agree any additional comments to be passed to the Executive Councillor for Highways, Transport and I.T in relation to this item.

### **1. Background**

To amend the existing highways Winter Maintenance Plan issued July 2013 to take into account new national guidance and the results and recommendations from Highways and Transport committees Winter Maintenance Working Group's report.

The Executive Councillor for Highways, Transport and I.T is due to consider the report regarding the update to the Winter Maintenance Plan on 01 November 2016. The full report to the Executive Councillor is attached at Appendix 1 to this report.

### **2. Conclusion**

Following consideration of the report, the Highways and Transport Scrutiny 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.

### 3. Consultation

#### a) Policy Proofing Actions Required

n/a

### 4. Appendices

These are listed below and attached at the back of the report	
Appendix 1	Update to the Winter Maintenance 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 David Davies, who can be contacted on 01522 782070 or [davidj.davies@lincolnshire.gov.uk](mailto:davidj.davies@lincolnshire.gov.uk)

Executive Councillor

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

Report to:	<b>Executive Councillor for Highways, Transport and I.T.</b>
Date:	<b>01 November 2016</b>
Subject:	<b>Update to the Winter Maintenance Plan</b>
Decision Reference:	<b>I012193</b>
Key decision?	<b>Yes</b>

**Summary:**

To amend the existing highways Winter Maintenance Plan issued July 2013 to take into account new national guidance and the results and recommendations from Highways and Transport committees Winter Maintenance Working Group's report.

**Recommendation(s):**

That the Winter Maintenance Plan dated October 2016 attached as Appendix B to this report is approved.

**Alternatives Considered:**

1. Not to update the Plan and continue to operate to the July 2013 version

**Reasons for Recommendation:**

The Winter Maintenance Plan is periodically updated so as to:

1. Develop robust standards
2. Implement changes in national standards and best practice where appropriate
3. Implement recommendations following the Highways and Transport Committees Winter Maintenance Working Group's report presented at the 12th September 2016 Highways and Transport Scrutiny Committee.

## 1. Background

In April 2016 the Highways and Transport Scrutiny Committee approved the formation of a Winter Maintenance Working Group to highlight areas of future savings, with particular focus on the equipment for Severe Weather Events. The Group also looked to identify any changes to be considered for inclusion in an updated Winter Maintenance Plan.

The Working Group presented its outcomes and recommendations to the Committee on 12 September 2016. A copy of the Report is attached at Appendix A to this Report.

The opportunity has also been taken to include as a preamble to the Winter Maintenance Plan guidance on the legal framework and background to these operations in a national context contained within the new "Well-managed Highway Infrastructure: A Code of Practice" to be published later this month by the Department of Transport.

The revised Winter Maintenance Plan is attached at Appendix B. Appendix C sets out the key changes that have been made.

## 2. Conclusion

It is recommended that the Executive Councillor for Highways, Transport and I.T. approves the Highway Winter Maintenance Plan Issued October 2016 for operations for this forthcoming and subsequent winter maintenance seasons.

### 3. Legal Comments:

The Council's legal duties are set out in the Preamble to the Policy at Appendix B.

The recommendation is within 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 Winter Maintenance Plan as recommended, can be met from the currently approved budget. The Council also has an earmarked reserve available to draw upon, should the activity required in cases of adverse weather exceed the approved budget.

## 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 24 October 2016. Any comments from the Committee will be presented to the Executive Councillor for Highways, Transport and I.T..

## d) Policy Proofing Actions Required

N/A

## 6. Appendices

These are listed below and attached at the back of the report	
Appendix A	Report to Highways and Transport Scrutiny Committee 12 September 2016 - Winter Maintenance Working Group 2016 Outcome & Recommendations.  <b>Online:</b> <a href="#">Winter Maintenance Working Group 2016 Outcome and Recommendations</a>
Appendix B	Winter Maintenance Plan – October 2016
Appendix C	Paper highlighting the key changes between the July 2013 and October 2016 Winter Maintenance Plans.

## 7. 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
Report to Highways and Transport Scrutiny Committee 12 September 2016	Attached as Appendix A to this report
Well-managed Highway Infrastructure: A Code of Practice	Draft version available to Highway Authorities. Final version to be published by Department for Transport on the 28th October 2016.

This report was written by David Davies, who can be contacted on 01522 782070 or [davidj.davies@lincolnshire.gov.uk](mailto:davidj.davies@lincolnshire.gov.uk)

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# Winter Maintenance Plan

Issued October 2016

## Contents

### **Section 1 Winter Maintenance Procedures**

1. Preamble & Introduction
2. Policy
  - HM21:** Priority Route Network.
  - HM22:** Severe and Extreme Winter Weather
  - HM23:** Treatment priorities in times of Severe Winter Weather or Extreme Winter Weather
  - HM24:** Treatment of footways
  - HM25:** Weather stations
  - HM26:** Suitably trained staff to monitor and control winter maintenance treatment decisions.
  - HM27:** Response required from the Highway Works Term Contractor:
    - HM28:** Grit/salt bins
    - HM29:** Budget for winter maintenance.
    - HM30:** Resources required for winter maintenance operations.
    - HM31:** Requests for additions to the Priority Route Network
    - HM32:** Cross border treatment arrangements.
    - HM33** "Road not gritted"
    - HM34:** Grit Bins
    - HM35:** Severe Weather Route Network
    - HM36:** Mutual Aid arrangements
3. Responsibilities
4. Decision making process
5. Salt Storage and Brine Facilities
6. Precautionary salting
7. Snow clearance operations
8. Snow clearance – Divisional Operational Procedures
9. Snow room – Operational Procedures
10. The Media
11. Weather forecast procedures
12. Duties of the Out of Hours Duty Officer
13. Examples of Intervention required by the OHDO's
14. Ice prediction system fault reporting procedure
15. Precautionary Salting and Snow Clearance flow charts
16. Cross Boundary Procedure
17. Public Self Help Guidance literature
18. Use of Rebated Diesel (Red Diesel)
19. Mutual Aid and Self Help arrangements with Parish and District Councils

## **Section 2 Winter Maintenance Contacts (Restricted Distribution)**

1. Divisional management contacts
2. Weather forecaster's contacts
3. Ice Prediction computer system contacts
4. Winter maintenance contractors contacts (Non Trunk)
5. Vehicle contractor contacts
6. Winter Maintenance contractors contacts (Trunk)
7. Adjoining County Councils & Unitary Authorities
8. Police Station contacts
9. Neighbouring Counties HQ (24hr) contacts
10. Emergency Services contacts
11. Media contacts
12. Motoring organisation contacts
13. Network Rail contacts

## **Section 3 Operational Information (Restricted Distribution)**

1. Gritter Specification and calibration
2. Divisional rotas
3. Severe Weather Routes
4. Driver instruction and training booklet
5. Salting route statistics and Forms
6. Precautionary Salting Routes
7. Severe Weather Routes
8. Footway Salting

# **Section 1**

## Winter Maintenance Procedures

## Section 1

### Winter Maintenance Procedures

#### Preamble

Winter Maintenance operations within Lincolnshire are also undertaken within a national legal context which also takes into account National Guidance and Best Practice. Extracted below are some relevant sections from "Well-managed Highway Infrastructure: A Code of Practice" published October 2016.

#### B.2.3. WINTER SERVICE

B.2.3.1. The statutory basis for Winter Service in England and Wales is addressed through Section 41 (1A) of the Highways Act on the 31st October 2003, by Section 111 of the Railways and Safety Transport Act 2003. The first part of Section 41(1) reads:

a) 'The authority who are for the time being the highway authority for a highway maintainable at the public expense are under a duty, subject to subsections (2) and (4) below, to maintain the highway.

b) (1) In particular, a highway authority are under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice'.

B.2.3.2. Section 150 of the Highways Act 1980 also imposes a duty upon authorities to remove any obstruction of the highway resulting from '*accumulation of snow or from the falling down of banks on the side of the highway, or from any other cause*'.

B.2.3.3. In addition, the Traffic Management Act 2004 placed a network management duty on all local traffic authorities in England. It requires authorities to do all that is reasonably practicable to manage the network effectively to keep traffic moving. In meeting the duty, authorities should establish contingency plans for dealing promptly and effectively with unplanned events, such as unforeseen weather conditions, as far as is reasonably practicable.

B.2.3.4. Given the scale of financial and other resources involved in delivering the Winter Service it is not considered reasonable either to:

- provide the service on all parts of the Network;
- ensure carriageways, footways and cycle routes are kept free of ice or snow at all times, even on the treated parts of the network.

## **SECTION B.7. WINTER SERVICE**

### **B.7.1. INTRODUCTION**

#### **Background**

B.7.1.1. Although sometimes termed “Winter Maintenance”, the particular network management requirements during winter are not “maintenance”, in the traditional sense, but specialist operational services. The term “Winter Service” has been adopted by this Code.

B.7.1.2. Winter Service deals with regular, frequent and reasonably predictable occurrences like low temperatures, ice and snow, as well as with exceptional events. Whilst the effects of climate change are likely to result in an increased frequency and intensity of severe winter events, these can be taken into account in Winter Service planning. Therefore Winter Service can and should be subject to the same regime of plan, deliver, review and improve as other aspects of the highway maintenance regime.

Policies and plans developed for Winter Service are likely to have relevance in emergency planning for dealing with extreme weather conditions including flooding, high winds and high temperature. The incidences of such events may be affected by climate change. They are also likely to have some relevance to the wide range of non-weather related emergencies that could affect the highway network.

B.7.1.3. Although a very specialised area, Winter Service is a significant aspect of network management both financially and in terms of its perceived importance to users. It can also have significant environmental effects. The organisation of the service is likely to have considerable implications for the overall procurement and management of other highway maintenance services. This Section of the Code should therefore be read in conjunction with other sections dealing with these issues

B.7.1.4. This section of the Code provides the background and higher level policy aspects of the Winter Service. Guidance relating to practical issues and the delivery of the Winter Service is contained within the National Winter Service Research Group (NWSRG) Practical Guide for Winter Service. Authorities may wish to consider the content of the NWSRG Practical Guide in conjunction with the

information contained within this section of the Code.

[link to NWSRG Practical Guide](#)

## **Objectives**

B.7.1.5. Winter Service can contribute significantly to each of the core objectives set out in this Code as described below:

### **Customer**

B.7.1.6. There are, in all parts of the UK, very considerable user needs and expectations and these can be a major influence on customer satisfaction through demonstrating an efficient, effective and proportionate response to winter conditions.

### **Safety**

B.7.1.7. Safety is a consideration for Winter Service, even though statutory obligations and users' needs vary in different parts of the UK.

### **Serviceability**

B.7.1.8. Maintaining availability and reliability of the highway network is a key objective for Winter Service and one where user judgements of performance will be immediate rather than longer term.

### **Sustainability**

B.7.1.9. Low temperatures and the formation of ice can cause serious damage to the fabric of carriageways, footways and cycle routes and accelerated damage of the network. Effective Winter Service can contribute to a reduction in whole life costs and minimise damage to the environment.

## **B.7.2. WINTER SERVICE POLICY**

B.7.2.1. Authorities should formally approve and adopt policies and priorities for Winter Service, which are coherent with wider objectives for transport, integration, accessibility and network management, including strategies for public transport, walking and cycling. They should also take into account the wider strategic objectives of the authority.

B.7.2.2. Issues for consideration in developing policy should include:

network resilience;

treatment of facilities for public transport users;

- treatment of facilities for road users;
- treatment of facilities for walking and cycling;
- treatment of transport interchanges;
- treatment of promoted facilities such as community or leisure centres;
- extent of priority for emergency services;
- extent of priority for key public services and critical infrastructure;
- extent of priority for vulnerable users;
- resilience of winter service resources
- other local circumstances.

### **B.7.3. RESILIENT WINTER SERVICE**

#### **Minimum Winter Network**

B.7.3.3. As part of their contingency planning, authorities should define a minimum winter network. This network is likely to have a close relationship to the resilient network, see Section A.6, and may be a subset of their normal treatment network.

Note – Due to its geographical size and diversity Lincolnshire does not have a fixed minimum winter network. Historically a dynamic assessment has been employed as severe winter weather tends to affect only certain parts of the county at once and not the whole network.

## **1 Introduction to Lincolnshire Operations**

- 1.1 A Highway Maintenance Plan is produced and updated regularly. This plan sets out standards, policy and objectives for the highway network. The Winter Maintenance Plan is a supplement to the Highway Asset Management Plan
- 1.2 Lincolnshire County Council (LCC) carries out precautionary and snow clearance treatments on carriageways and footways in accordance with this approved policy across the County.
- 1.3 All Trunk Road treatment is carried out by Highways England. The Trunk road network includes the A1, A52 west of Grantham, and A46 County Boundary to Carholme Road Roundabout Lincoln.
- 1.4 There are eight operational depots in the County. The operational depots



are located at Sturton by Stow, Willingham Hall, Manby, Horncastle, Ancaster, Thurlby, Chainbridge and Pote Hole with strategic salt stored on quayside locally.. The Salt specification is for 6 mm high purity marine salt at all depots, to enable pre-wet operations.

- 1.5 All operations are carried out taking regard of National Guidance and Best Practice contained within the following documents:
- Section B.7. Winter Service of Well-managed Highway Infrastructure: A Code of Practice
  - NWSRG Practical Guide for Winter Service

## 2. Policy

**HM21: Priority Route Network. Winter Maintenance operations will give priority to a 3,008 KM network of priority routes which have taken into account historical treatment regimes and public awareness. This network is defined as:**

- 1. 1,200 KM Lincolnshire Strategic Road Network which includes the A and B road network.**
- 2 Links to all the County's main villages as defined in Appendix WMP/2/HM21-1).**
- 3. That where physically possible, a treated link is provided to within at least 500 metres of all primary and secondary schools.**
- 4. That all main NHS hospital are linked to the treated network.**
- 5. That all railway and bus station are linked to the treated network.**
- 6. That the incorporation of certain combined public service/school bus routes into the priority network be considered. However their inclusion be based upon criteria taking into account historical accident data, pupil numbers and geographical risk factors. It should be noted that all public service/school bus drivers are professional PSV drivers trained to drive in winter weather conditions.**

**All treatments to be carried out using appropriate action for the prevailing conditions in accordance with national guidance and best practice.**

**Winter maintenance operations comprise precautionary salting and snow clearance. It is not realistic to treat the entire county's 8,960 km road network and first call on resources is given to a 3,008 km network of priority routes.**

**That all future requests for roads to be included into the priority network are evaluated against the above criteria. Requests will be considered before the winter maintenance season and will be prioritised on the scoring system as detailed in HM31. Where ever practicable there will be continuity with cross border routes.**

**Roads not on the Priority Route Network and footways are not normally treated on a precautionary basis. The exception being at times of Severe or Extreme forecasts of snow as defined in HM22. In this case precautionary treatment may be carried out if available resources allow.**

**HM22: For winter maintenance policies the definition of Severe Winter Weather and Extreme Winter Weather is as follows:**

**Severe Winter Weather is defined as persistent widespread ice (rather than frost) or snow for more than 18 hours in a 24 hour period and a forecast not to rise above zero for a further 18 hours in the next 24 hours. Or a forecast, with a high confidence of significant snowfall resulting in accumulations of 5 cm or more or where drifting is expected and conditions are forecast to persist for at least 24 hours.**

**Extreme Winter Weather is defined as a period of widespread prolonged snow, following a period of Severe Winter Weather, of sufficient depth to cause disruption to both the treated and non treated highway network. It is expected that during a period of Extreme Winter Weather there will not be sufficient resources available to treat either the severe weather route network or the footway networks. The Executive Director for Environment and Economy as a Category 1 Responder will declare an Emergency under the Civil Contingencies Act 2004 and call for the setting up a Strategic (Gold) Co-ordination Group – see HM36 for further details.**

**The definitions of Severe and Extreme weather in a winter maintenance context seeks to ensure consistency and define a standard when the public can expect the treatment of severe weather routes and footways to commence.**

**HM23: At times of Severe Winter Weather or Extreme Winter Weather as defined in HM22 treatment priorities will be as follows:**

**1: Carriageways on the approved 3,008 km Priority Route Network as defined in HM21.**

**2: Carriageways on the Severe Weather Route Network as defined in HM35.**

**3: Footways in accordance with HM24.**

**When dealing with snow bound or compacted ice on carriageways treatments employing a mixture of salt and grit/sharp sand should be treatment of first choice. In times of extremis and to aid traction grit on its own should be considered for routes not on the Priority Route Network and the footway network.**

**Variations in the above priorities may be necessary to suit local conditions and the efficient planning of treatment routes. Liaison between Divisions will be undertaken prior to treatment of the Severe weather routes to ensure a consistent standard of service with adjacent areas when dealing with severe frost.**

**Remedial treatment decisions are based on the above priorities and knowledge of local conditions.**

**HM24: During periods of Severe or Extreme Winter Weather the treatment of footways will be considered when resources permit in accordance with Appendix WMP/2/HM24-1 as a minimum standard. Footways to be treated will reflect their importance in the County's footway hierarchy. The footway priority network for winter maintenance operations in descending order of importance consists of:**

- 1. Each Division will keep a list of footways in and around Transport Interchanges, including footways to main car parks, designated Hierarchy 1a. The designation 1a will be for winter maintenance purposes only.**
- 2. Hierarchy 1 and 2 footways.**
- 3. Hierarchy 3 footways with gradients greater than 1 in 10 longitudinally for longer than 50 metres.**
- 4. Other Hierarchy 3 footways.**
- 5. Hierarchy 4 footways**

**When a period of Severe or Extreme Winter Weather, as defined in HM22, is experienced or forecast consideration will be given to treating hierarch 1a footways prior to the onset of the these conditions.**

**Lincolnshire County Council has adopted the *Midlands Service Improvement Group (Winter Maintenance) – Winter Service for Footways and Cycleways – Treatment Table* as the winter service standard for footways and cycleways.**

**See Appendix WMP/2/HM24-1**

**HM25: A system of local weather stations will be operated and used both to feed into the weather forecast model and to monitor local conditions. A professional forecasting service will be used to guide treatment decisions.**

**The County Council has installed twelve remote weather stations at sites which cover the different climatic zones within Lincolnshire which are used for forecasting and monitoring purposes. Information from these sites is supplemented by information from adjacent sites on the Highways England network and in other Counties and fed into the weather forecast model. It is also used to check on temperature (air and road), humidity and wind speed. The sites enable both improved local forecasts to be obtained and actual conditions monitored. All the information can be accessed locally using a portable computer and modem.**

**HM26: During the winter maintenance period of 1<sup>st</sup> October to 30<sup>th</sup> April suitably trained senior Lincolnshire County Council staff (Duty Officers) will monitor weather forecasts and weather conditions on a 24 hour a day basis. This will enable treatment decisions to be tuned to changing winter weather conditions. The duty officer is authorised to make certain winter maintenance treatment decisions as detailed below.**

**During the normal working day there will be two Duty Officers on duty across the county, on a weekly rota system, who are authorised to make precautionary salting treatment decisions. In addition the Divisional Duty Officer will control all footway and severe weather route network treatment and during times of snow will operate the Divisional Snow Room. The Divisional Duty Officer will also be available for consultation at all times.**

**At all other times winter maintenance operations will be monitored and controlled by the Highways Out of Hours Emergency Service. The Out of Hours Duty Officers are authorised to make precautionary salting treatment decisions only. They will consult with the Divisional Duty Officer to maintain a local input to all actions.**

**All Staff making winter maintenance decisions shall be suitably trained. Competence is demonstrated by the following:**

- 1. Completion of the Met Office Road Weather Training Course**
- 2. Completion of the Vaisala Winter Weather Scenario Training**
- 3. Within a five year period completion of one of either the above courses as a refresher.**

**Guidance on the decision making process is contained within flowcharts contained within Section 1 paragraph 15. These decision making flowcharts are regularly updated to reflect best national guidance and practice.**

**HM27: The response required from the Highway Works Term Contractor on the Priority Route Network when an urgent precautionary salting call-out is notified is:**

- **Spreaders to be loaded and depart from operational bases within 1 hour.**
- **All routes to be treated within four hours of spreaders leaving the depot.**

**Initial decisions are to be notified to the Highway Works Term Contractor by 12.00 noon every day.**

**Where possible, longer notice is given to the contractor of the time when treatment is to be started. The winter maintenance contract includes for a 1 hour response time. The treatment time for all routes is less than 3 hours.**



**HM28: Salt/Grit bins will be provided and maintained on request if the location meets criteria set out in HM34 and a responsible body undertakes to:**

- 1. Spread salt/grit when necessary and**
- 2. Inform the local highways office when it needs refilling**

**Salt/Grit bins shall only be filled with a 50/50 mixture of salt and grit/sharp sand.**

**These bins are provided on a self help basis to local communities to treat known local trouble spots on the public highway not covered by the Priority Route Network. In rural areas it is generally the parish council which requests and accepts responsibility for a bin or bins. In urban areas such as Lincoln City examples of responsible bodies with a nominated individual as contact can mean:**

- City Centre/Town Wardens**
- School caretakers**
- Care home/sheltered accommodation wardens**
- Group of shops**
- Fire/ambulance stations**
- District Councils/Town Councils**
- Group of residents with a nominated contact.**

**Salt/Grit bins will not be provided at sites which are prone to vandalism or other damage or where they have waste put in them.**

**HM29: The Budget for winter maintenance will be based on expenditure in an average winter with annual fluctuations catered for by the Adverse Weather Reserve Fund. An average winter is defined as 85 precautionary salting runs and 2 days of continuous ploughing and salting to deal with snow.**

**Winter maintenance expenditure in any single financial year is subject to the vagaries of the winter weather. Hence there can be large unpredictable fluctuations between years. The normal practice has been that in a Severe/Extreme Winter for the excess expenditure over the budget to be financed from the reserve fund and in a mild winter the savings used to replenish the reserve.**

**HM30: To ensure it has sufficient resources for its winter maintenance operations the County Council will provide as a minimum:**

- **43 Front line pre-wet spreaders, which are:**
  - **37 x 9m<sup>3</sup>**
  - **3 x 4m<sup>3</sup>**
  - **3 x 2m<sup>3</sup>**
- **4 spare pre-wet 9m<sup>3</sup> gritters spread geographically across the county**
- **1 demountable gritter at Manby depot (spare for small main line gritter)**
- **3 snow blower attachments (2 life expired attachments are mothballed)**
- **47 snow ploughs**
- **8 Operational centres at which spreaders and salt supplies will be based**
- **2 dedicated footway attachments for the Lincoln Area.**
- **At the start of each winter season there will be 35,000 tonnes of salt in stock or available quayside.**

The above resources will not always be needed but are the minimum deemed necessary to provide a reasonable level of service in all but the most severe conditions. At such times extra resources, including plant and labour, are hired in as necessary and as available. Before the start of each winter season agreements are made with local farmers, hauliers and other contractors on such matters as plant and labour availability and hire rates.

**HM31: Requests for additions to the Priority Route Network. All requests will be considered and rated against a set of objective criteria with the assistance of a Network Evaluation form. The findings will be summarised and a report presented to the Executive Councillor for Highways. This will be completed out of season as detailed in Appendix WMP/2/HM31-1**

**HM32: Cross border treatment arrangements.**

**The County Council will enter into cross border agreements to maximise efficiency and consistency of treatment with adjacent authorities on reciprocal treatment arrangements on certain roads. Where this occurs each authority will treat the section of road concerned in accordance with their authorities Winter Maintenance Policy and in agreement with an exchange of letters under Section 8 of the Highways Act 1980. Appendix WMP/16/1 contains a draft letter and list of agreed cross boundary routes.**

**HM33 The County Council will not erect any additional permanent "Road not gritted" signs on the network**

**Existing signs on the network will continue to be maintained.**

**HM34: Evaluation for additional Salt/Grit Bins requests will be carried out before each winter season.**

**All requests will be considered and rated against a set of objective criteria with the assistance of Grit Bin Evaluation form. The findings will be summarised and a report presented to the Executive Councillor for Highways. This will be completed out of season as detailed in Appendix WMP/2/HM34-1**

**HM35: Only during periods of Severe or Extreme Winter Weather will the treatment of Severe Weather Routes be considered when resources permit. The Severe Weather Route Network for winter maintenance operations consists of carriageways leading to:**

- 1. essential industrial and military establishments**
- 2. hospitals and health centres**
- 3. schools and colleges**
- 4. ambulance and fire stations**
- 5. important bus and commuter routes.**
- 6. communities not covered by the priority route network.**

**Each Division will prepare a network of severe weather highway routes reflecting the above policy and will treat in whole or in part according to prevailing conditions. For reasons of safety, normally roads on the severe weather route network will only be treated during the hours of daylight.**

**HM36: Mutual Aid arrangements shall be prepared, where possible, with all other category 1 responders as defined under the Civil Contingencies Act 2004. These will come into operation during periods of Extreme Winter Weather as defined in HM22.**

**An agreement in principle has been reached with the local NHS Trust to maintain access to all critical hospital sites within the county, which include:**

- Lincoln County Hospital**
- Grantham Hospital**
- Pilgrim Hospital Boston**
- John Coupland Hospital Gainsbrough**
- Louth Hospital**
- Skegness Hospital**
- Johnson Hospital Spalding.**

**The main access route into and through all of the above establishments, will be maintained by a main line gritter during this period, if the local NHS Trust resources cannot cope. Salt may also be provided to enable the footways within the hospital to be treated, with the NHS utilising its resources to maintain access on adjacent public highway footways. The above is subject to resource constraints at the time.**

### 3. Responsibilities

<b>Assets, Resources and Network Management</b>	<b>Highways Client Services</b>	<b>Local Highway Divisions</b>	<b>Highways Works Term Contractor</b>	<b>Fleet Operator</b>
Policy	Policy	Implementation of policy		
Standards and Planning	Standards Planning of routes Approve additions to the salting network Snow route planning Routing to meet Audit Commission targets Driver training	Planning – input of local knowledge Severe Weather route planning Footway salting planning Recommendations for route additions	Planning – input of local knowledge Providing all available resources in emergency conditions	Maintenance of Fleet to appropriate standards as specified in Fleet Contract  Providing all available resources in emergency conditions
Winter Maintenance Plan	Staff procedures Staff responsibility Primary Route Maps Calibration process Snow clearing procedures Salt stocks Weather forecast and information procedures Organisational charts Location of fleet Salt testing arrangements Salt supply contracts Information and publicity Training procedures	Duty Rota Severe Weather route maps Footway salting procedures Salt bin procedures List of ploughing contractors Depot maintenance Weekly gritter checks Winter maintenance yearly rally	Driver Rota Plant and vehicle manning arrangements Fuel stocks Loading arrangements Vehicle communications	Allocation of vehicles Fleet inventory – including License requirements Garaging, services and maintenance arrangements
Operation – Precautionary Salting	Out of Hours Staff Weather Forecasting	Monitoring of weather forecast during working hours	Preparing Gritters in under 1 hour ready for run	Provide a Rota of Duty Fitters

	<p>and Monitoring</p> <p>Monitoring Fleet movements</p> <p>Associate equipment and software</p> <p>Maintenance of brine equipment.</p> <p>Let neighbouring authorities know of decision</p>	<p>Decision making</p> <p>Inform contractor and HQ staff about decision</p>	<p>Calling in drivers</p> <p>Loading gritters</p> <p>Completing run in under 4 hours</p> <p>Refilling of brine equipment</p>	
Operations – Severe Weather Routes	As above	Inform contractor of decision to run Severe Weather Routes.	As above	As above
Operations – Snow Clearance	<p>Open Snow Room if weather deteriorates</p> <p>OHDO's to be double manned</p> <p>Liaise with Police and Public</p> <p>Liaise with all Divisions involved</p> <p>Inform the media</p>	<p>Contact fleet provider about forecast.</p> <p>Contacts HWTC about fitting ploughs and extra staff</p> <p>Contact ploughing contractors</p> <p>Liaise with local snow control and report network conditions</p> <p>Arrange footway clearance</p> <p>Post snow inspection</p> <p>Open office 24 hours</p>	<p>Fit ploughs</p> <p>Additional staff ready to deal with snow</p> <p>Arrange staff into gangs for footway clearance</p> <p>Contractors to put staff in divisional Office for 24 hour operation</p>	<p>Prepare snow-blowers</p> <p>Fitters on standby</p>

## 4. Decision Making Process

4.1 The Divisional Duty Officer is in receipt of winter weather forecasts by approximately 1100 hours daily and an instruction relating to precautionary salting normally will be passed to the Contractor by 1200 hours on the same day. The instruction will be passed using the Vaisala 'Manager' system (the Authorities computerised winter maintenance recording system). Out of Hours staff will be responsible for decisions during any other time. The decision relating to salting may take one of several forms:

- A Confirmed salting of all or specified routes where drivers and operators are to be given details of timings, salt loads and rate of spread.
- B Confirmed stand-by for a possible requirement for salting of all or specified routes where drivers are to report to the operational centre and to be immediately available to perform duties as required by the engineer.
- C No action at present but drivers to remain available to go if required over the next 24 hours.
- D Precautionary salting is unlikely to be required over the next 24 hours.

4.2 Duty Officers will liaise with each other utilising a telephone conferencing system such as the Arkadin System as detailed in the Winter Maintenance Duty Officers Conference Call – Protocol. (Appendix WMP/4/1). Where ever possible Divisions should have a common treatment and start time.

4.3 Response Times –

This is defined as the period between issuing instructions to carry out salting and the vehicles are loaded, manned and ready to leave the operating centre. On all salting operations, the response time shall not exceed one hour unless approved by the Duty Officer regardless of the time of day or night that the instruction is given. The Highway Works Term Contractor shall ensure that all manpower engaged upon these operations can achieve this specified response time.

4.4 Stand-by-

Stand-by is a requirement for drivers and operatives to report at a specified time to the operational centre in readiness to carry out winter maintenance operations. This item will also apply in the event of a precautionary salting run abandoned before vehicles have left the operational centre.

4.5 Decisions will only be made by members of staff who comply with HM26.

4.6 Decisions will be made using the 'Precautionary Salting Flow Chart' and will also take into account other factors including:

- Any expected residual salt level based on professional experience and utilising the Grip Factor readings from the roadside weather

station system.

- Professional guidance from the Forecast Provider.
- Decision to treat only part of the priority network in marginal weather conditions can be taken utilising Route Based Forecasts from the Met Office.

4.7 It is acknowledged, that on occasions, part(s) of the priority gritting network may experience localised isolated or limited extents of ice/hoar frost, such as bridge decks. This is due to local meteorological conditions. In these circumstances no treatment will take place. It is the primary responsibility of the motorist to take care of their own safety.

## **5. Salt, Salt Storage and Brine Facilities**

5.1 Where possible all salt stocks will be kept under cover in salt barns. Where this is not possible, all external salt stocks will be kept covered using the DryStore system or similar.

5.2 All salt and brine will be regularly tested for compliance with standards the LincsLab.

5.3 Ordinarily salt stocks shall be maintained to ensure a minimum of 15,000 tonnes is available at any one time across the county. This may be altered in accordance with any national standards/practices that may be developed for nationwide snow conditions.

5.4 Brine making facilities are provided at Sturton by Stow, Willingham Hall, Manby, Thurlby, Ancaster, Chainbridge and Pode Hole depots. Brine is imported at Horncastle depot from Omex at Bardney. All brine is made to a nominal 23% saturation. Brine at Ancaster and Thurlby additionally has a 10% mixture of an Agricultural Bi-product (Safecote) added. This ABP ensures that the treatment action lasts longer on the carriageway, depresses the freezing action of salt below -7 degrees centigrade and reduces treatment spread rates.

5.5 Salt utilised for all operations shall be high purity 6mm marine or rock salt. Preference should be given to 6mm marine salt due to its consistent particle size which gives a consistent spread rates and distribution profile across the carriageway. Marine salt also eases the calibration process of the gritter fleet and provides consistent settings across the county.

## **6 Precautionary Salting**

6.1 Roads off the Priority Route Network are not normally treated on a precautionary basis. They may only be treated due to localised factor such as a burst water main or standing water due to field runoff.

6.2 Precautionary salting may also be carried out on Severe Weather routes



when prolonged low temperatures, with attendant risk of icy roads, or persistent frosts occur in accordance with HM23 and HM35.

- 6.3 43 dedicated front-line gritters shall be utilised for precautionary salting by the Divisions.
- 6.4 5 second line gritters shall be utilised as back-ups to front line gritters, at least one in each Divisional area.
- 6.5 Treatment time shall be a maximum of 3 hours
- 6.6 Any precautionary salting route not completed when road temperatures rise above plus 1 degree Celsius will be reviewed by the Out of Hours Officer and a decision made whether or not to stop salting.
- 6.7 Highways Client Services (including the OHDO) and Highways Divisional staff will have access to Vaisala internet monitoring system and Forecast Providers weather forecast service.
- 6.8 In the event of uncertain weather forecasts, decisions should be weighted in favour of salting.
- 6.9 The 'Season' is divided into two periods:
  - High Risk - November to March
  - Low Risk - October and April(Instructions are only issued when salting is required).
- 6.10 The Highways Authority will not respond to requests for treatment off the gritted network by the Police Authority, unless as detailed in 6.1.
- 6.11 Precautionary spreading operations are primarily carried out utilising pre-wet treatments at a ratio of 70/30 dry salt to brine.

## **7 Treatments for Snow, Ice and Freezing Rain**

- 7.1 Lincolnshire County Council has a statutory duty under Section 150 of the Highways Act and Section 111 of the Railways and Safety Transport Act 2003 to remove obstructions. Snow is considered to be an obstruction when it impedes the use of the road network. The Met Office will provide National Weather Warnings if any sizeable accumulations of snow are expected.
- 7.2 Timings of treatments for snow and ice shall be based on the following table NWSRG Practical Guide for Winter Service.

**Table H14 – Timing of treatments for snow and freezing rain**

Timing of treatment	Treatment type
Before snowfall and freezing rain	<ul style="list-style-type: none"> <li>• Salt spreading</li> </ul>
During freezing rain, or where there are minor accumulations of ice	<ul style="list-style-type: none"> <li>• Salt spreading</li> </ul>
During snowfall	<ul style="list-style-type: none"> <li>• Ploughing</li> <li>• Salt spreading</li> </ul>
After snowfall <ul style="list-style-type: none"> <li>• When there is slush on the road</li> </ul>	<ul style="list-style-type: none"> <li>• Ploughing</li> <li>• Salt spreading</li> </ul>
After snowfall <ul style="list-style-type: none"> <li>• When there is compacted snow or ice on the road</li> </ul>	<ul style="list-style-type: none"> <li>• Ploughing</li> <li>• Salt spreading</li> <li>• Salt and abrasive mixtures</li> <li>• Abrasives only</li> </ul>

- 7.3 When snow is forecast advanced salting at 20g/m<sup>2</sup> Pre-Wet will take place on the precautionary salting routes. Time permitting a further run may be carried out to increase salt coverage to 40g/m<sup>2</sup> Pre-Wet. Pre-snow salting may be considered for severe weather routes if time permits. This will provide a de-bonding layer and facilitate the breakup and dispersal of snow by subsequent treatments and traffic.
- 7.4 Division which may be affected by the snow will contact the Fleet Operator and inform them of the impending falls. They will be asked to prepare the snow blowers and that fitters will be available to change plough blades etc. at depots when required.
- 7.5 Snowfalls will be categorised into one of the following types:
- a) **Heavy Snowfall** – Over 100mm or moderate snowfall is drifting. Normally dealt with by ploughing.
  - b) **Moderate Snowfall** – Over 25mm and up to 100mm. Normally will be dealt with by ploughing and salting
  - c) **Light Snowfall** - up to 25mm. Normally will be dealt with by additional salting unless drifting occurs.
- 7.6 It is impractical to spread sufficient salt to melt more than very thin layers

of snow and ice. Ploughing is the only economical, efficient, effective and environmentally acceptable way to deal with all but light snow. Therefore when snowfalls are forecast that could create plough-able conditions (25mm or greater) the Highway Works Term Contractor will be contacted to fit ploughs to main line gritters and to arrange hand crews for clearing and salting footways. Each vehicle will be given specific routes to plough.

The modern Schmidt Cirron and equivalent snow plough's with ceramic or steel blades fitted to the gritter fleet are designed to plough back to the carriageway surface (plough to black). The older redundant plough blades were only able to plough down to within 20mm of the carriageway surface.

- 7.7 When **Heavy Snowfall** is forecast divisional officers will contact respective Ploughing Contractors and farmers to arrange additional resources.
- 7.8 When prolonged falls are forecast, continuous ploughing to prevent snow build-up should commence. The ploughing can be combined with simultaneous salting at 20 – 40g/m<sup>2</sup> Dry (Abrasive mixture 50/50 mixture of sand/salt to be considered) so that a wet base can be maintained. Once the snow depth has reached 100mm or the snow is drifting, or the gritter is salting on a gradient it may be desirable to plough without salt. (***The salt should still be loaded as it will aid the traction of the gritter to the maximum legal weight limit of the vehicle. (i.e.:- as a general rule - if the plough is fitted then the vehicle can carry a "Full hopper load of salt" provided that the brine tanks are empty of solution.)***)
- 7.9 Roads with vertical speed humps will not be ploughed. Vertical speed humps must be detailed on all route cards for the driver, as their presence constitutes a driving hazard whilst carrying out ploughing operations.
- 7.10 As snow melts due to the action of salt, slush may build up on the road. Ploughing may have to continue to remove this slush build up.
- 7.11 If conditions deteriorate to an extent that resources cannot maintain the precautionary salted network then certain roads will have to be abandoned. Resources can be redeployed to maintain essential roads and when necessary be used to assist the emergency services in particularly urgent/life threatening situations. In these conditions the snow room may be set up in accordance with Lincolnshire County Council's Emergency Plan at the Emergency Planning Centre.
- 7.12 When the snow room is in operation Highways Client Services Staff will act as liaison between the snow room and Highways Divisions to compile two hourly network condition reports.
- 7.13 When conditions improve such that the precautionary salted network is satisfactorily cleared then resources will then be directed to clearing firstly severe weather routes and then other routes in order of importance. Hand crews will be directed to clear other footways only after hierarchy 1a

footways have been cleared and treated as set down in HM24.

7.14 Snow Clearance Priority:

- (1) Precautionary Network (including access to emergency services buildings)
- (2) Severe Weather Routes.
- (3) Other important locations (including essential industrial and military establishments, mainline stations, bus garages, shopping centres, schools and pedestrian areas).
- (4) Other Commuter routes.
- (5) Single accesses to villages, hamlets and rural communities.
- (6) Residential roads and footways.
- (7) Roads to single premises.

7.15 When snow clearing is in operation it is vitally important to liaise with neighbouring divisions and adjacent authorities, particularly when moving from precautionary salting to snow clearing or vice versa to avoid non-treatment of certain parts of the network. This is particularly important with reciprocal salting arrangements. There is a presumption that during snow clearance operations each division will operate to its boundary or nearest agreed turning point.

7.16 Footways – Priority should be given to shopping areas and where there is a high proportion of pedestrian traffic, in accordance with HM24.

7.17 Snow-blowers should be based at strategic locations close to known trouble spots on strategic routes and will be brought into action as necessary on the instruction of network management. Snow-blowers should never be used on level crossings.

7.18 Level Crossings – **Network Rail or the appropriate rail authority** should be contacted when ploughing starts by Divisional Officers. This is to ensure that railway tracks at level crossings are not blocked by snow.

7.19 Post-snow Action – The following work should be given consideration after snow operations:

- 1) Clear all gullies and drainage outlets of obstructions.
- 2) Sweep significant accumulations of grit from the carriageway and footways as soon as possible.
- 3) Thoroughly wash down all vehicles and lubricate gritting equipment.
- 4) Check all equipment and repair or replace all worn parts on snow ploughs, and report on plant performance to the network manager.
- 5) Salt stocks level should be closely monitored and replenished as necessary.
- 6) Inspect roads for frost damage and carry out any remedial work necessary to make the carriageway free of safety defects.

- 7) Inspect bridges and culverts liable to flooding – ensure that they are clear of debris.
- 8) Carry out a survey of badly affected locations reporting to network management including a generalised assessment of other frost/snow/flood damage.
- 9) Sign defects where appropriate, ensuring “flood” boards and other relevant signs are available.
- 10) Highways Client Services to evaluate overall performance in consultation with Divisional and Term Contract and Fleet Contract staff and recommending changes to procedures to be incorporated into this document.

## **8 Snow Clearance – Divisional Operational Procedure**

- 8.1 Between 1700hrs and 0800hrs and at weekends and at bank holidays the Divisional Duty Officer will be contacted by the Out of Hours Duty Officer when snow begins to fall. At other times the Divisional Duty Officer is to maintain close contact with the Forecast Provider when snow is forecast.
- 8.2 Out of Hours the Divisional Duty Officer will contact the following staff as soon as it has been determined that ploughs are to be fitted – relevant Head of Highways and Area Highways Managers. The instruction will be passed on to the Contractor by the OHDO’s.
- 8.3 If it is considered before the event that ploughs may be needed during the night, the Area Highways Managers and relevant Head of Highways should be aware of such action.
- 8.4 Snow Clearing operations based on the non priority network will be co-ordinated by divisional staff. Operational instructions will be passed to the Contractor who will be based at the Operational depots, plus other contractors. DHM’s will normally be in overall control of decisions such as when the priority network is satisfactory for moving to severe weather routes.
- 8.5 By 0900hrs each day the Area Highways Managers are to ensure that the details of plant in use are forwarded for the attention of the Divisional Engineering Team. The “Daily Plant Returns (Snow Clearing)” ([Appendix WMP/8/1](#)) and the “Hired Plant” summary forms ([Appendix WMP/8/2](#)) are to be used for this purpose. A copy of these returns will be taken by the Admin team before they are processed by the Divisional Engineering Team. The Divisional Engineering Team will complete form ([Appendix WMP/8/3](#)), provide copies for the relevant Head of Highways and fax/email a copy to HQ Maintenance Section as soon as possible after 0900hrs. The Divisional Engineering Team will at the same time complete the road condition report ([Appendix WMP/8/4](#)) and fax copies to Service Development and Snow Room – **Only if snow room in operation.**
- 8.6 During the shift/period the above forms will be updated by the Area

Highways Manager's Team to reflect the current position with regard to plant/labour utilisation.

- 8.7 As soon as possible after the end of each shift/period the Division will agree with the Highway Works Term Contractor the labour and plant used and finalise the "Daily Plant Return (snow clearing)" report. This will form the basis of an agreed measurement duly signed by both Client and Contractors. **Note: All contract item numbers to be agreed at this stage.**
- 8.8 By 0900hrs the following day the agreed report is to be passed to the Divisional Engineering section who will summarise the returns using the LCC Summary sheet and raise a retrospective order. (The completed summary sheet will be sent to Highways Works Term Contractor's HQ for record purposes).
- 8.9 The agreed report will also contain details of salt and grit used which should be extracted by the Divisional Engineering section and recorded on the "Salt Stocks Register".
- 8.10 During snow operations where Contractor Patrol Crews are employed between the hours of 1900 and 0600, although allocated to predetermined routes, the Out of Hour Duty Officer may be required to direct these crews to other location within the Division. A detail log of action should be faxed by the Out of Hours Duty officers to the Divisional Office by 0600 hrs the following day.

## **9 Snow Room – Operational Procedures**

- 9.1 The **Executive Director for Environment & Economy** as a Category 1 Responder will declare an Emergency under the Civil Contingencies Act 2004 and call for the setting up a Strategic (Gold) Co-ordination Group – see HM36 for further details. This will be in accordance with the Lincolnshire Resilience Forums Severe Weather Plan.
- 9.2 The following organisations may have representatives in the snow room when it is in operation:
1. LCC Highways
  2. Lincolnshire Police
  3. Lincolnshire Fire & Rescue
  4. Ambulance Service
  5. District Councils
- 9.3 The Snow Room will be set up in the Civil Contingencies Centre at Fire & Rescue Headquarters on South Park in Lincoln. (Or other suitable location)
- 9.4 The Police will inform Highways, when the actual or expected levels of public calls become significantly greater than normal switchboard manning

can handle or there is an increase in road traffic accidents.

- 9.5 The Highways Out of Hours Duty Officers will transfer to and operate from the Snow Room.
- 9.6 Once the decision is made to open the snow room it should be activated as quickly as possible. This should be within 4 hours.
- 9.7 The main task of the Highways Representative once communications are established is to make contact with each Division to determine the initial status of the County's roads. This information is then plotted on the wall map in the snow room. All information is kept on form (Section 3 – Snow Routes for example see [APPENDIX WMP/9/1](#)).
- 9.8 Once sufficient information is available and the public phone lines are in operation through the Customer Service Centre, these phone numbers are broadcast by local radio thus enabling the public to make contact. The Director of Development is then informed that the snow room is "going public".
- 9.9 The primary task of the Highways Representative is to maintain a constant flow of up to date information to the other liaison officers and the public phone desks. Information is then circulated in the snow room (Section 3 – Snow Routes for example see [APPENDIX WMP/9/1](#)). Local knowledge of villages and the road network should be passed by Divisional Staff to the Highway Representative.
- 9.10 The Highways Representative has no dealings in the operational role of controlling snowploughs, other vehicles or the control of the labour force except in an emergency situation (in agreement with relevant Division).
- 9.11 The police will trace owners of abandoned vehicles and contact them.
- 9.12 A supply of forms and copies of "Winter Maintenance Route" maps are kept for reference purposes.
- 9.13 **Police Emergencies** – Police emergencies are mainly missing person's problems. This is usually dealt with at Police Divisional level, but where a significant problem occurs then this is transferred to Police Headquarters. In both situations the police may request that the snow clearing vehicles are asked to keep a look-out for people or bodies on the highway in certain specific locations. This request is passed initially to the relevant Head of Highways who may authorise direct contact between snow-clearing vehicle and the snow room for further updates.
- 9.14 **Fire and Medical Emergencies** – Fire and medical emergencies usually concern blocked roads on the route to a life and death situation which requires the Highways Department to assist in clearing passage for vehicles to their destination and return. In this case it is the responsibility

of the relevant Head of Highways to arrange reallocation of resources. In an emergency situation, after the initial reaction has been dealt with then the Executive for Environment & Economy must be informed of any changes in the situation and the final outcome.

- 9.15 **Use of Military Equipment** – The callout of RAF/Army equipment (helicopters, ambulances, fire fighting and snow clearance equipment) is in the hand of relevant emergency services and Assistant Director – Highways. The Highways Representative in the snow room has NO authority to call upon this equipment, but when such equipment has been called upon then liaison is the same as above.

## **10 The Media**

- 10.1 Coverage by the media of winter maintenance and particularly snow clearance is very important in making the public aware of the service provided and what roads are open or closed.
- 10.2 The Council will need to establish working arrangements with the local media to enable the presentation of timely and accurate information of which roads are open and which are closed. Local radio in particular considers this to be an important part of their broadcasting duties, and therefore provides an opportunity to build a good working relationship over wider issues. It is important for the Authority to clarify and agree respective services and specialist responsibilities with people dealing with the media.
- 10.3 It is important to define and agree key contacts with the press and broadcasting media and also establish a clear understanding of the most effective timings for information to be provided in order to reach necessary audiences and broadcast schedules. Information on costs, salt usage, plant usage, manpower etc. will be calculated by each Division.
- 10.4 In addition to supplying information to the press it is important to inform key stakeholders (these including emergency services, public transport operators, motoring organisations, and key local organisations).
- 10.5 The counties Media Service, Customer Service Centre staff and the Highways Out of Hours Duty Officer will utilise Twitter via "Gritter Twitter" to engage with and disseminate treatment actions and issues to the travelling public via Smartphone technology.

## **11 Weather Forecast Service**

- 11.1 Routine forecasts and updates will be issued by the Weather Forecast Provider via their internet based system and through the Vaisala Manager system:

(a) 1100hrs MAIN FORECAST



A summary 24 hour forecast for the County  
Detailed forecast for each of the 43 precautionary salting routes in a Route Based Forecast (RBF) form  
(b) 1800hrs EVENING UPDATE  
An update for the overnight period for each of the 43 RBF routes.

(c) If significant changes take place then the forecast is amended.

## 11.2 AMENDMENTS

The Forecast Provider will amend the forecast at any time:

- (a) If there is a change from "no frost" forecast to a "frost" or when the road minimum is between plus and minus 3 and a sustained difference between the forecast and actual curve of 2 degrees or more.
- (b) When there are significant changes to rainfall intensity and timing and road frost is expected or significant changes to snowfall is forecast.

11.3 As well as updating the Internet systems, the Forecast Provider will contact HQ during working hours who will in turn contact Division (0830-1630 hrs) and the out-of-hours duty office at all other times.

## 11.4 CONSULTANCY SERVICE

A 24 hour consultancy service is provided by the Forecast Provider available to all decision making staff.

**NB.** In the event of the internet systems not operating, the above forecasts will be faxed to HQ by the Forecast Provider for onward transmission to Divisional offices.

## 12 Duties of Out of Hours Duty Officer

- 12.1 No winter duties during normal office hours (except when snow room is in operation).
- 12.2 Collate and co-ordinate treatment decisions made by Divisional Contacts outside working hours to achieve consistent decisions.
- 12.3 Monitor weather and road information and take action when appropriate.
- 12.4 Ad-hoc reports of action, events and outcome to the Division if he has specifically requested it for a particular occasion or event.
- 12.5 Access all weather station sites hourly to check, their operation and

weather forecast performance.

- 12.6 Keep full records of events, decisions, actions, significant errors or forecasts and outcomes.
- 12.7 Report to the Division at the end of the night shift if something did not go as planned or expected.
- 12.8 Instruct the winter maintenance contractor when necessary as follows:
  - (a) If no driver working – the nominated contract agent. This normally applies when decisions are made about “standing by”, treating roads, the timing of treatments or there are amendments to previous decisions, including cancellation (i.e. most situations).
  - (b) If drivers working – the nominated working supervisor (defaulting to (a) above if there are problems the Supervisor cannot deal with).

This could apply if operatives are “standing by” in depots and a Client decision has been made to treat the network or to cancel “stand by”. It could also apply if treatment has commenced and the decision about treatment /timing is amended.

- 12.9 Assist the Highways Works Term Contractor in contacting Fleet Operator when the contractor has communications difficulties himself.
- 12.10 Receive end of treatment reports from the contract agent.
- 12.11 Issue Winter Maintenance Site Instruction when necessary utilising the Vaisala Manager system as required.
- 12.12 Contact Fleet Operator’s Fleet Officer (Monday to Friday only) and pass details of Winter Maintenance vehicle defects. Saturday and Sunday pass defect details to appropriate Fleet Operator Duty Fitters.
- 12.13 Enter Winter Maintenance site details (forecast, temperature, salting decisions) from internet monitoring systems and Site instructions into WINTEMP 2.
- 12.14 To check routes have been completed correctly on the Gritter Tracking systems.
- 12.15 Utilise the "Gritter Twitter" service as appropriate.

### **13 Examples of intervention required by Out-of –Hours Duty Officer**

- 13.1 Rising Road Temperatures Prior to Precautionary Run Commencing

If actual road temperatures deviate from the forecast line by +1<sup>0</sup>c and the forecast minimum is 0 to –1<sup>0</sup>c and a decision has been made to treat. Contact the Forecast Provider for further advice: if the confidence of a road frost is still high do not amend decision, if there is low confidence, postpone decision and if drivers already at depots hold them on stand by and continue to monitor the situation.

13.2 Rising Road Temperature After Commencement Of Precautionary Run

Conditions as in (1) except run, has already commenced. If the risk of frost has passed abandon run, if there is still risk do not amend decision.

13.3 Falling Road Temperatures Which May Result In Road Frost

If the decision is not to treat and temperatures fall by –1<sup>0</sup>c and the forecast minimum is +1<sup>0</sup>c contact the Forecast Provider for advice. If road frost is now likely instruct contractor to treat (NB. the latest time to instruct the contractor and ensure completion of the network prior to the morning rush hour is 0300 hrs.)

13.4 Rain Falling At Any Weather Station Site Prior To Run Commencing

Consult with the Forecast Provider: if rain is likely to persist postpone the treatment in that area and hold drivers on stand by if already in the depots and continue to monitor the situation.

13.5 Rain Falling At Any Weather Station Site During A Precautionary Run

Consult with the Forecast Provider: if rain is likely to cease do not amend decision, if rain is likely to persist abandon treatment in that area and hold drivers on stand by and monitor the situation.

13.6 Rain At Any Weather Station Site After Completion Of Precautionary Run

Consult with the Forecast Provider: if freezing is likely to when rain stops instruct the contractor to re-treat the routes in the area concerned.

13.7 Police Report/Request Of Ice Formation On Priority Route Carriageway

No ad-hoc treatments should be carried out on the precautionary salting network. Decision to complete all routes in a Division or specified individual route only.

**14 ICE Prediction System Fault Reporting Procedure - Weather Station Not Registering**

14.1 Check with the Bureau at Vaisala on 0121 683 1269 to make sure that the problem is not at their end.

14.2 If the fault is not with the Bureau get Vaisala to check to see if they can

determine whether the fault is with the telephone system.

14.3 If the fault is not one of the above and it occurs between:

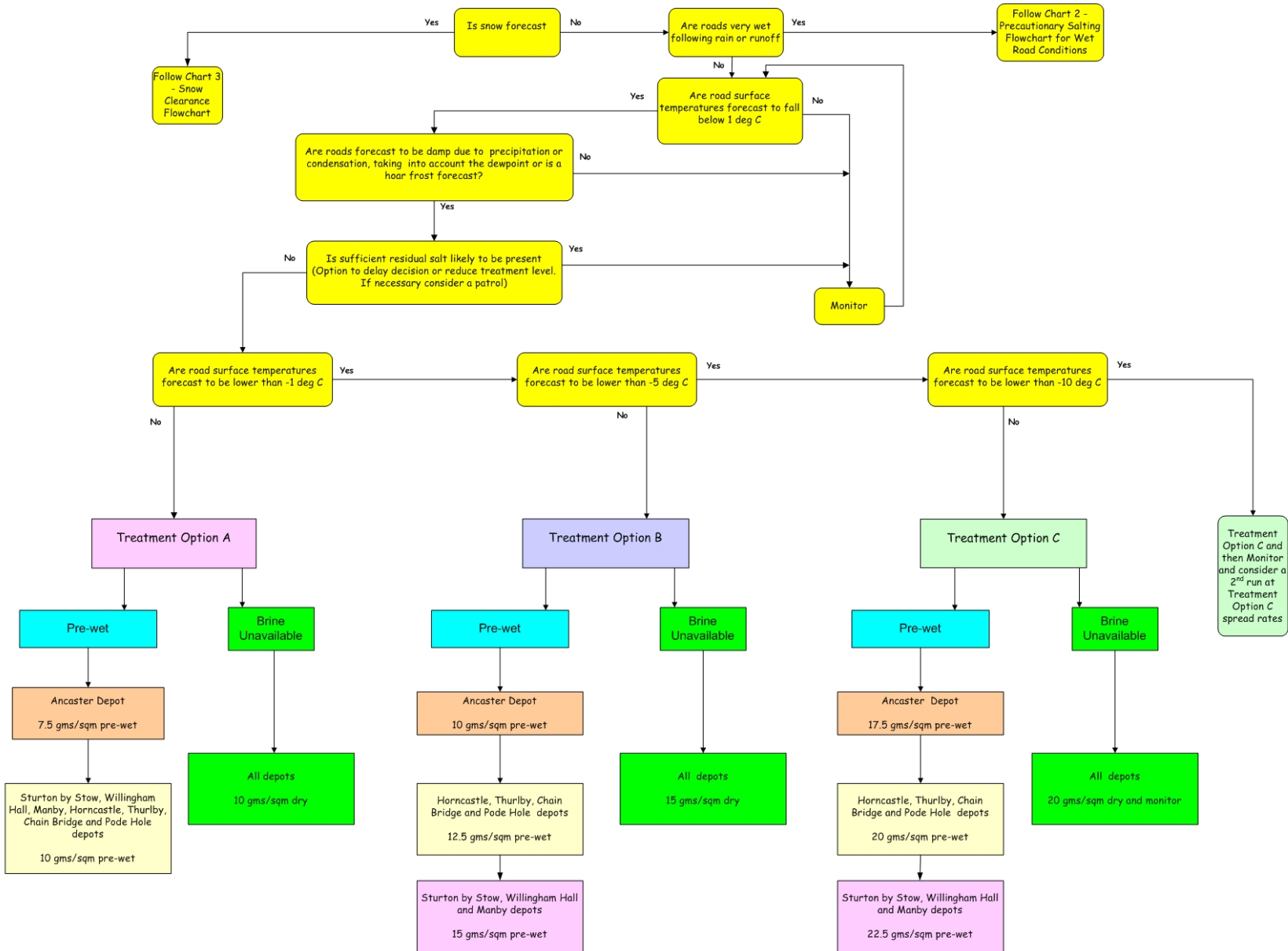
- (a) 1700hrs Friday and 1700hrs Sunday then report fault when possible to either the Principal Maintenance Engineer or Engineer.
- (b) At all other times report fault to the Highways Service Development Maintenance team the following working day.

**15 Precautionary salting and snow clearing flow charts (Examples detailed below).**

Charts may be amended outwith of the timescales to update this plan to take account of the most up to date technical guidance available as detailed in section 1.5.

Decision making staff to use the most current flow charts available at time of action.

CHART 1 - PRECAUTIONARY SALTING FLOWCHART FOR DRY OR DAMP ROAD CONDITIONS



Notes:

General

- 1 - The treatment time should allow for all routes to be treated prior to ice forming - subject to residual salt.
- 2 - The latest callout time in the morning to ensure completion of precautionary route network prior to the rush hour is 0300 hours.
- 3 - Runs may be timed to avoid rush hour traffic. This is to prevent low speeds and stop/start manoeuvres where spread patterns become ineffective.
- 4 - All routes to be completed after rainfall. If rain occurs during run the treatment should be suspended and recommenced once rain ceases. If rainfall is heavy then reconsider treating whole route again.
- 5 - Decision Matrix based on guidance contained within Winter Service Section of Well - Maintained Highways Code of Practice for Highway Maintenance Management issued 29<sup>th</sup> November 2011 and the NWSRG guides Treatments for Ice and Snow issued 25<sup>th</sup> January 2010

Treatment Times - Drivers Hours Regulations

- 6 - For situations of a High or Medium Confidence Forecast of a morning Hoar Frost, treatments can be made so that gritting runs are completed by 2330 hours the previous evening.

Treatment Rates

- 7 - Dry Salting - Note MAXIMUM spread rate 20 gms/sqm.
- 8 - Treatment rates at specific Depots may be altered to take account of moisture content of salt following laboratory tests. Maximum allowable moisture content is 4%.
- 9 - Ancaster and Horncastle depots run with a 10% mixture of an ABP (Safecote) in the brine
- 10 - Routes from Willingham Hall, Sturton by Stow, Horncastle and Manby depots are based on Matrix G of NWSRG guide.
- 11 - Routes from Ancaster, Thurlby, Pode Hole and Chainbridge depots are based on Matrix K of NWSRG guide.

- 12 - Road temperatures for decision making to be based on domain text minimums and Route Based Forecast minimums. This to take into account known frost hollows on the treated network.

Duration of Treatment

- 13 - If period below freezing to exceed 8 hours then Grip Factor to be monitored and if necessary a second run to be considered
- 14 - Second runs carried out within six hours of initial treatment may be at 50% of the initial spread rates if no runoff water or ice present.
- 15 - Pre-wet treatments from Horncastle and Ancaster utilise ABP's within the brine which reduces the need for second treatments

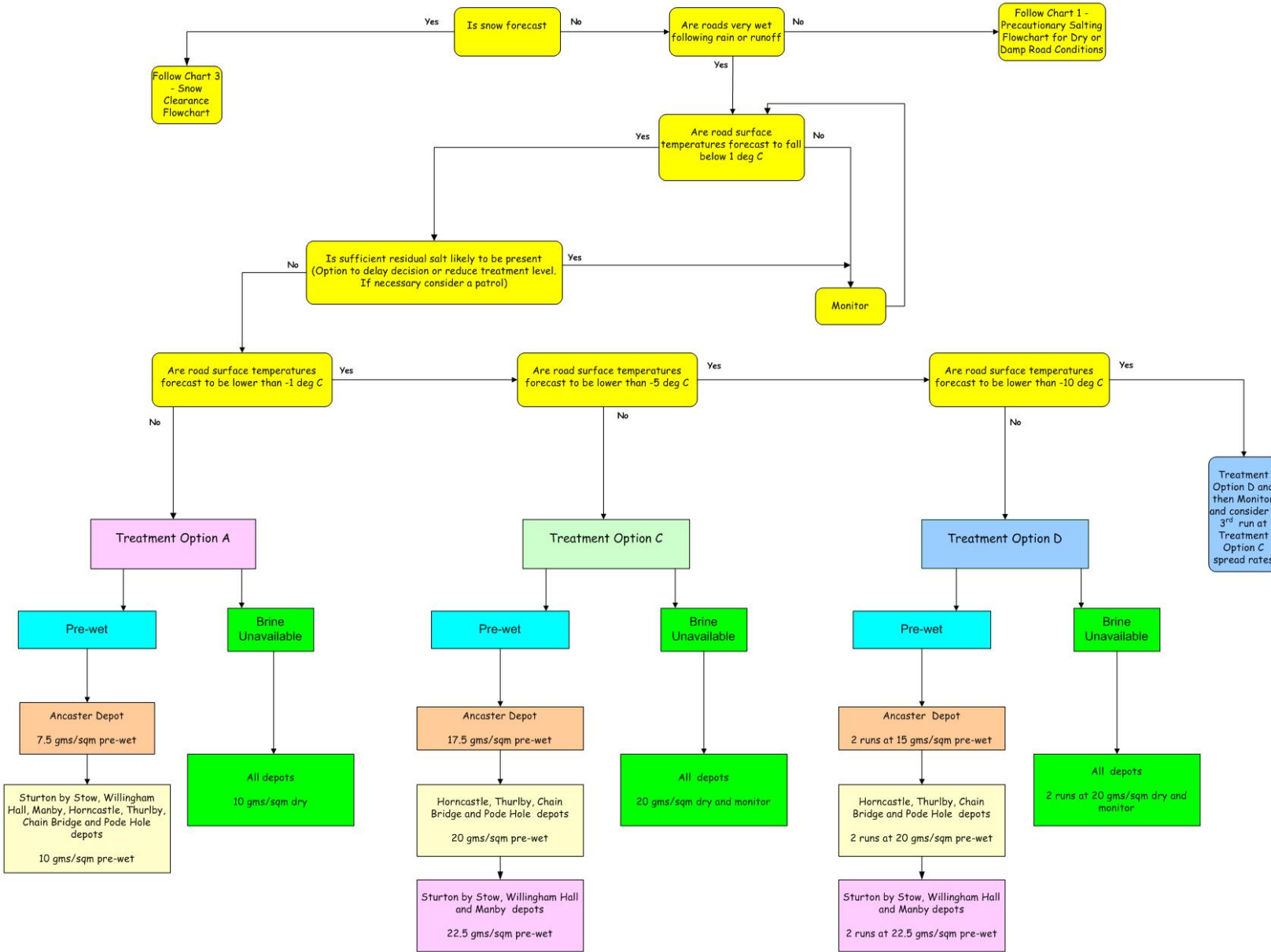
Marginal Nights

- 16 - On marginal nights when RST's are not forecast to go below -1 individual depot runs to be considered based on the Route Based Forecasts from the Met Office.

Prolonged Spells of Ice/Snow

- 17 - Consideration to be given to running routes in reverse during prolonged periods of continuous operations.

CHART 2 - PRECAUTIONARY SALTING FLOWCHART FOR WET ROAD CONDITIONS



Notes:

General

- 1 - The treatment time should allow for all routes to be treated prior to ice forming - subject to residual salt.
- 2 - The latest callout time in the morning to ensure completion of precautionary route network prior to the rush hour is 0300 hours.
- 3 - Runs may be timed to avoid rush hour traffic. This is to prevent low speeds and stop/start manoeuvres where spread patterns become ineffective.
- 4 - All routes to be completed after rainfall. If rain occurs during run the treatment should be suspended and recommenced once rain ceases. If rainfall is heavy then reconsider treating whole route again.
- 5 - Decision Matrix based on guidance contained within Winter Service Section of Well - Maintained Highways Code of Practice for Highway Maintenance Management issued 29<sup>th</sup> November 2011 and the NWSRG guides Treatments for Ice and Snow issued 25<sup>th</sup> January 2010.

Treatment Rates

- 6 - Dry Salting - Note MAXIMUM spread rate 20 gms/sqm.
- 7 - Treatment rates at specific Depots may be altered to take account of moisture content of salt following laboratory tests. Maximum allowable moisture content is 4%.
- 8 - Ancaster and Horncastle depots run with a 10% mixture of an ABP (Safecote) in the brine
- 9 - Routes from Willingham Hall, Sturton by Stow, Horncastle and Manby depots are based on Matrix G of NWSRG guide.
- 10 - Routes from Ancaster, Thurlby, Pode Hole and Chainbridge depots are based on Matrix K of NWSRG guide.

11 - Road temperatures for decision making to be based on domain text minimums and Route Based Forecast minimums. This to take into account known frost hollows on the treated network.

Duration of Treatment

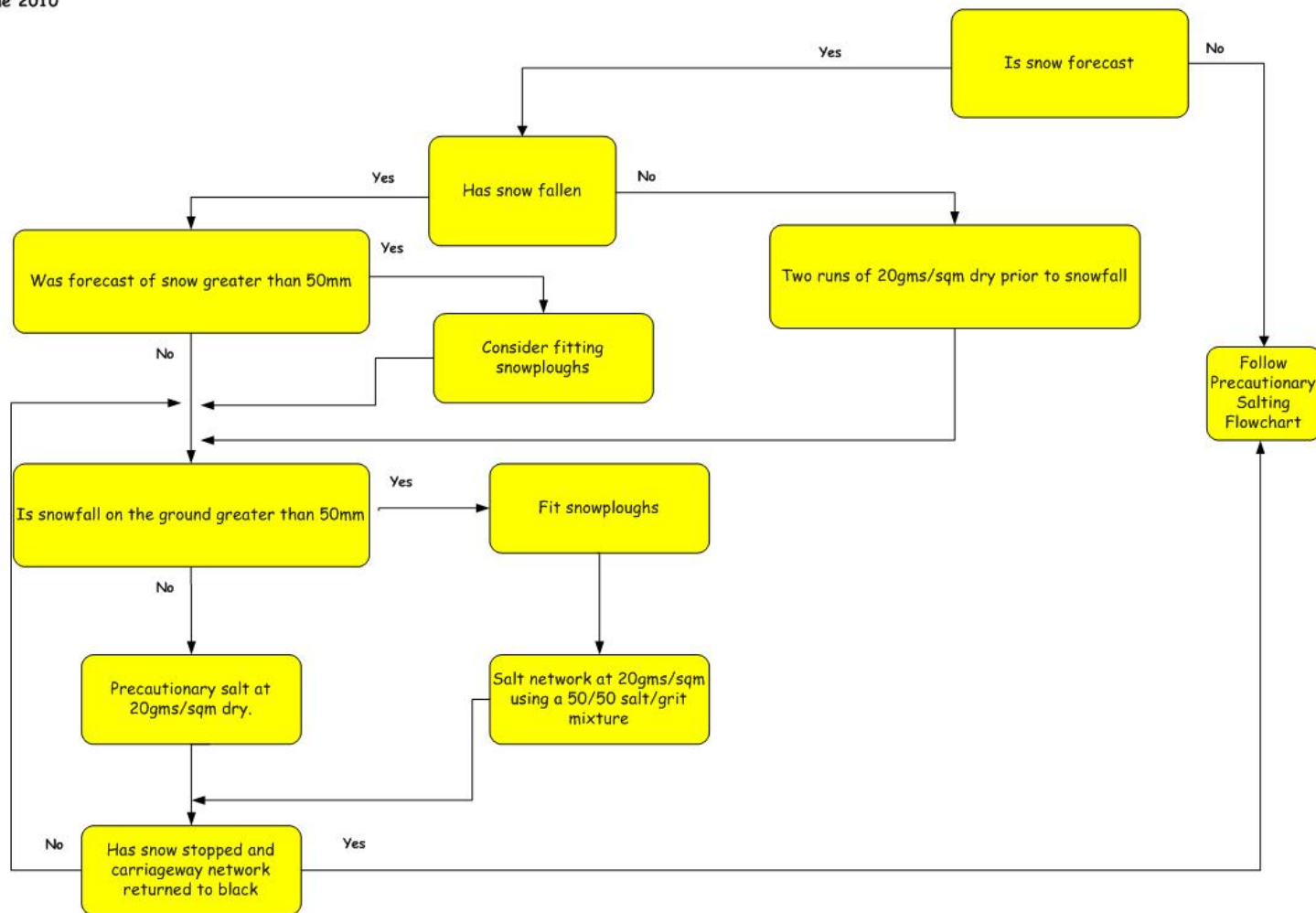
- 12 - If period below freezing to exceed 8 hours then Grip Factor to be monitored and if necessary a second run to be considered
- 13 - Second runs carried out within six hours of initial treatment may be at 50% of the initial spread rates if no runoff water or ice present.
- 14 - Pre-wet treatments from Horncastle and Ancaster utilise ABPs within the brine which reduces the need for second treatments

Marginal Nights

15 - On marginal nights when RST's are not forecast to go below -1 individual depot runs to be considered based on the Route Based Forecasts from the Met Office.

Prolonged Spells of Ice/Snow

16 - Consideration to be given to running routes in reverse during prolonged periods of continuous operations.



- Notes:
- 1 - When snow ploughing is ongoing divisions are to set up snow rooms to control operations
  - 2 - County snow room will be set up in Extreme Winter Condition cases in accordance with LRF procedures
  - 3 - During 24 hour snow clearing operations divisions are to liaise with Translinc over fitters operating from depots.
  - 4 - Consideration to be given to drivers and mates being brought into depots on a standby basis.
  - 5 - When snow conditions are forecast divisions are to order grit sand for snow clearing operations.
  - 6 - Grit/sand shall be 2 - 6m coarse/sharp sand.
  - 7 - Gritters should be double manned when snow ploughing or travelling during blizzard conditions. If slush ploughing gritters only need to be single manned.
  - 8 - Footway treatments should follow guidance contained in HM24 and appendix WMP/2/HM24-1 of the Winter Maintenance Plan.
  - 9 - Consideration should be given to spread extra salt on hills.
  - 10 - Consideration should be given to having one of the North Division spare gritters dedicated to gritting the main hills in Lincoln during periods of snow.
  - 11 - Ploughs must only be fitted to gritters that are empty of brine, due to axle loading constraints. Brine can either be used in pre-wet operations prior to snow or emptied into brine facility bund walls and re-circulated.
  - 12 - Severe Weather Routes should only be treated during daylight.

## **16 Cross Boundary Procedure**

- 16.1
- (a) Liaison and communication arrangements with other authorities (Appendix WMP/16/1)
  - (b) Liaison will take place with other Local Authorities responsible for winter maintenance service on roads within and adjacent to the County regarding their treated routes and treatment decisions. Additionally, there is an exchange of treatment action instructions.
  - (c) Any road treated by an adjoining authority would be treated in accordance with that authority's policies for operational purposes and not the local highway authority's policies.
- 16.2 The current cross boundary arrangement with neighbouring authorities are as follows:
- North Lincolnshire
  - Nottinghamshire
  - North East Lincolnshire
  - Leicestershire
  - Rutland
  - Peterborough
  - Cambridgeshire
- 16.3 Road gritted by North Lincolnshire on behalf of Lincolnshire County Council
- C227 from County Boundary to C228 High Street East in Scotter village.
  - A159 from County Boundary to junction with C228 High Street East in Scotter village.
  - B1211 from County Boundary to B1210 north for Brocklesby.
  - B1210 from County Boundary to B1211 north for Brocklesby.
  - B1400 from County Boundary south of Scallow Grove to County Boundary at Black Walk Nook.
  - C221 from County Boundary to A159 junction in Scotter.
- 16.4 Roads gritted by Lincolnshire County Council on behalf of North Lincolnshire
- A18 from County Boundary to junction with B1210.



- B1210 from County Boundary to junction with A18.
- A1084 from County Boundary to A18 roundabout in Brigg.
- B1434 from County Boundary to County Boundary.
- B1205 from County Boundary to County Boundary.

16.5 Road gritted by Nottinghamshire on behalf of Lincolnshire County Council

- A1133 length in Lincolnshire near Girton.
- A1133 from County Boundary to A57 at Newton-on-Trent.
- A57 from western junction with A1133 west to County Boundary.
- A631 from County Boundary over Gainsborough Bridge to A156.

16.6 Roads gritted by Lincolnshire County Council on behalf of Nottinghamshire

- A17 from County Boundary west of Beckingham in Lincolnshire to the roundabout at the junction with C208 Beacon Hill Road/Stapleford Lane including the western side of the roundabout.
  - C412 from County Boundary at Balderfield to B6326
  - Spalford Road from County Boundary through Spalford to A1133
- In times of prolonged freezing:*
- C158 (C82) from Lincolnshire/Nottinghamshire boundary near North Scarle to the A1133 at Besthorpe.
  - C163 (C128) from Lincolnshire/Nottinghamshire boundary near Swinderby to the A1133 at Collingham.
  - C123 (C44) from Lincolnshire/Nottinghamshire boundary near Stapleford to the A17 near Coddington.

16.7 Road gritted by Peterborough CC on behalf of Lincolnshire County Council

- B1081 from County Boundary to A43.
- B1443 from A43 junction east to County Boundary.
- A43 from junction with B1443 to County Boundary.
- New A16 from new roundabout at A16/A1073 junction, Crowland to County Boundary.
- Existing A1073 from new roundabout at A16/A1073 junction, Crowland to County Boundary.

16.8 Roads gritted by Lincolnshire County Council on behalf of Peterborough CC

- A15 from A16/ B1525 roundabout across County Boundary to A15/ B1524 roundabout.
- B1524 from B1525 roundabout to A15 Maxey roundabout.

16.9 Road gritted by Rutland on behalf of Lincolnshire County Council

- A606 from County Boundary to the junction with B1081
- B1081 from County Boundary to junction with A606.
- C432 from County Boundary to junction with C431 Station Road

16.10 Roads gritted by Lincolnshire County Council on behalf of Rutland

- B1176 from County Boundary to A6121 north of Ryhall.
- A6121 from County Boundary to County Boundary through Ryhall.

16.11 Road gritted by Cambridgeshire on behalf of Lincolnshire County Council

- N/A

16.12 Roads gritted by Lincolnshire County Council on behalf of Cambridgeshire

- Bythorne Bank from Chapel Gate at County Boundary to Cross Drove
- B1166 from County Boundary at South Eau Bank crossing bridge to Marshall's Bank.

16.13 Road gritted by Leicestershire on behalf of Lincolnshire County Council

- C427 from County Boundary (north east of Normanton) to Long Bennington C418 Main Road.

16.14 Roads gritted by Lincolnshire County Council on behalf of Leicestershire

- C440 from County Boundary to Harston village junction with Denton Lane.
- C492 from County Boundary to Harston village junction with Woolthorpe Lane.

16.15 Road gritted by North East Lincolnshire on behalf of Lincolnshire County Council.

- A1173 from County Boundary to junction with A18.
- Hatcliffe Road from B1203 to County Boundary.
- C243 Stallingborough Road from South Street to County Boundary

16.16 Roads gritted by Lincolnshire County Council on behalf of North East Lincolnshire

- A46 from County Boundary going east to A46 roundabout.
- Old Main Road from A46 through Irby upon Humber to A46.
- A18 from County Boundary to C638 Whites Road.
- A16 from County Boundary to B1219 roundabout.
- A1031 from County Boundary to junction with B1219.

## **17 Public Self Help Guidance literature**

17.1 Based on national guidance issued by the Department for Transport Lincolnshire has produced two self help tips documents. These are:

- Clearing Snow From Footways
- Clearing Snow Off The Carriageway

These will continue to be distributed to the public

Examples detailed below.

## SELF HELP TIPS CLEARING SNOW OFF THE CARRIAGEWAY

**Do** use purpose built snowploughs if available.

**Do not** scrape the road surface with a JCB/mechanical bucket

**Do** skim the top of the snow off with a JCB/mechanical bucket to leave an inch of snow so you do not damage the road surface, remove cateyes or come into contact with ironwork.

**Do** report any damage caused or found

**Do** operate with dipped beam headlights at all time.

**Do** operate flashing/rotating amber beacons (where fitted) at all times.

**Do** place the snow on the verge or grassed areas.

**Do not** obstruct accesses or footpaths with the snow.

**Do** keep in regular contact – minimum hourly – with operating base

Vehicle operators/drivers are to have available and use:

- Reflective jacket
- Emergency food and drink
- Mobile telephone or radio system
- Wear stout footwear
- Wear snow and ice grippers when walking outside of vehicle

**Lincolnshire**  
COUNTY COUNCIL



## SELF HELP TIPS

### CLEARING SNOW FROM FOOTWAYS

**Do** work from the footway at all times - working towards oncoming traffic wherever possible

**Do not** lift too much snow or ice at one time. Compacted snow can be very heavy.

**Do not** use hot water to melt ice or snow – it may refreeze to form “black ice”.

**Do** place the snow on the verge or grassed areas.

**Do not** obstruct accesses or footpaths with the snow.

**Do** place snow at edges of footways next to the road. Helps to form a safety barrier between cars and pedestrians

**Do** put sand or ash down on cleared areas as it will give grip to walkers.

**Do** use grit/salt from grit bins sparingly.

**Do not** use grit/salt from highway grit bins on private property – that is theft.

**You do not** need to use a lot of salt - a teaspoon of salt per square metre will defrost ice patches..

**Do not** work in blizzard conditions.

**When working outside:**

- Wrap up warm
- Wear a reflective coat if available
- Wear stout footwear
- Wear snow and ice grippers when walking – especially when pushing snow
- Beware of hypothermia and will chill effects

Wind?

### The Law on Clearing Snow and Ice from the Highway and Public Spaces

There is no law stopping you from clearing snow and ice on the pavement outside your property, pathways to your property or public spaces. This includes both public carriageways and footways.

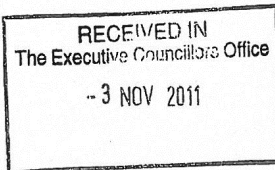
If an accident did, it's highly unlikely that you would be sued as long as you:

- Are careful
- Use common sense to make sure that you do not make the pavement or pathway clearly more dangerous than before

**People using areas affected by snow and ice also have responsibility to be careful themselves**

## 18 Use of Rebated Diesel Oil (Red Diesel)

- 18.1 Clarification has been sought from HMRC concerning the use by private contractors and farmers of rebated diesel in agricultural/farm equipment when snow clearing. Attached are copies of the latest correspondence.



Dils Policy  
3rd Floor  
Ralli Quays West  
3 Stanley Street  
Salford M60 9LA

Councillor William Webb  
Lincolnshire County Council  
County Offices  
Newland  
Lincoln  
LN1 1YL

Tel 0161 827 0910

Fax 0161 827 0342

Email [john.loughney@hmrc.gsi.gov.uk](mailto:john.loughney@hmrc.gsi.gov.uk)

[www.hmrc.gov.uk](http://www.hmrc.gov.uk)

Date 1 November 2011  
Our Ref AA/2011/0617/JAL  
Your Ref WSW/LJ

Dear Mr Webb,

### Red diesel

Thank you for your letter of 26 October.

I confirm that HMRC is currently reviewing the rules on snow clearing and gritting to see if there is a need for a permanent change in the rules. I can also confirm that there is a plan for the temporary relaxation of enforcement of the rules should the weather this coming winter again turn out to be significantly worse than the norm.

HMRC will make an announcement if either a permanent change or a temporary relaxation is required but in the meantime the normal rules apply. I shall therefore explain the current rules relating to excepted vehicles - that is vehicles entitled to use red diesel - used for snow clearance and gritting work. The law says that a snow clearing vehicle is an excepted vehicle when it is being used or going to or from the place where it is to be or has been used for the purpose of clearing snow from public roads by means of a snow plough or similar device. Agricultural vehicles are not excluded, so that, for example, a farm tractor with a snow plough fitted is entitled to use red diesel for clearing snow from the public road. The law on gritting differs in that a qualifying vehicle must be constructed or adapted, and used, solely for the conveyance of machinery for spreading material on roads to deal with frost, ice or snow. Consequently, a farm tractor, which is neither constructed nor used solely for such work, is not entitled to use red diesel for gritting public roads.

I hope this has clarified the situation for you but please let me know if that is not the case.

Information is available in large print, audio tape and Braille formats.  
Type Talk service prefix number - 18001





My ref: WSW/LJ

26 October 2011

H M Revenues & Customs  
Oils Policy  
3rd Floor  
Ralli Quays West  
3 Stanley Street  
Salford  
M60 9LA

County Offices

Lincoln

LN1 1YS

Tel: 01522 552093

Fax: 01522 552072

Dear Sir/Madam,

**USE OF RED DIESEL BY FARMERS PROVIDING WINTER SERVICE SUPPORT  
IN EXTREME WEATHER TO LOCAL HIGHWAY AUTHORITIES**

Lincolnshire County Council has carried out the annual review of its Winter Maintenance Operations, taking into account recommendations from both the Quarmby Review and the House of Commons Transport Select Committee's review into winter weather operations during December 2010.

However, in our attempts to strengthen community engagement, especially with the vital farming community, like other local authorities we have hit a stumbling block. The issue is related to the use of rebated fuel (red diesel) in farming equipment being used for snow clearance activities. We are pleased to note that HM Revenue & Customs has confirmed its pragmatic approach, in that during extreme weather farmers can use red diesel in their tractors to help grit and clear snow from public roads. This relaxation is, however, only implemented at the time of need by a special dispensation to relax the rules, and it is the delay in obtaining this relaxation that is the issue.

Farmers quite understandably are unwilling to engage in snow clearing activities until this dispensation is announced, and this delay means that communities, hospitals, schools and remote hamlets can be cut off by snow drifts etc which timely action could have otherwise prevented.

We are aware that under normal rules any vehicle that is specifically constructed or adapted for dealing with frost, ice and snow – such as a snow plough – can work on public roads while using red diesel.

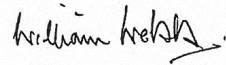


County Offices, Newland, Lincoln LN1 1YL  
[www.lincolnshire.gov.uk](http://www.lincolnshire.gov.uk)

I write to see if it would be possible for a permanent more general exception to be made within the rules allowing farming equipment to use rebated fuel on the public highway for the purposes of snow clearance work.

I look forward to your response and thank you in advance for your assistance in this matter.

Yours sincerely



**Councillor William Webb**  
**Executive Councillor for Highways & Transport**

cc DfT  
DEFRA  
Lincolnshire MPs  
Cllr C Strange  
Cllr K Smith  
Cllr A Turner  
Alan Aistrup  
David Davies



**19 Mutual Aid and Self Help arrangements with Parish and District Councils.**

- 19.1 As part of a cross cutting action to engage with all communities within the county concerning how all parties could work together in times of emergency and crisis the following actions will be undertaken.
- 19.2 Highways staff will engage with all District Council's concerning mutual aid in times of severe weather. An example memorandum of understanding is attached.
- 19.3 Highways staff will engage with Town/Parish Councils and other Community Groups to encourage participation in a program of self-help and mutual aid. The aim being to provide a framework within which willing, locally based, volunteers clear snow, primarily from footways, within key areas of their community. In return for agreed participation, Lincolnshire County Council undertakes to provide limited amounts of additional salt/grit in "1 tonne sacks" at agreed locations. Those wishing to take part will need to agree to the following points:
- Provide a contact point for the exchange of information
  - What are the priority footways that are intended to be cleared
  - Agree the quantity and location of additional salt supplies
- 19.4 Parish/Town Councils are encouraged to develop a Snow and Ice Plan as part of their Community Emergency Plan.

**LINCOLNSHIRE COUNTY COUNCIL/EAST LINDSEY  
DISTRICT COUNCIL MEMORANDUM OF  
UNDERSTANDING**

**WINTER SERVICE DELIVERY**

1, Lincolnshire County Council has responsibility to treat the priority network.

2, In times of continued severe or extreme winter weather when East Lindsey District Council have resources available, East Lindsey District Council will contact Lincolnshire County Council East Division Duty Officer to establish any requirements the Highways Authority has for treatment of the network.

3, The Duty Officer, upon establishing what resource the District Council has available, will direct East Lindsey District Council Duty Officer as to the areas to be treated and the order in which these should be done.

4, Lincolnshire County Council will supply sand/salt as required from either Horncastle or Manby Depots to East Lindsey District Council for this operation.

5, It is expected that the help required will be hand salting of footways (with the possibility of providing mechanical footway spreaders at a later date by LCC) and snow clearing of town/village centres and around strategic facilities eg bus/train stations, community buildings, hospitals, old peoples homes etc.

6, The District Council should update the County Duty Officer on progress and the condition of the net work.

7, All work will be in line with Lincolnshire County Council's Winter Maintenance Plan.

## APPENDIX WMP/2/HM24-1

### Midlands Service Improvement Group (Winter Maintenance) Winter Service for Footways and Cycleways – Treatment Table (version 3)

Category	Overnight Frost Conditions	Daytime Frost Conditions	Extended Ice Conditions	Snow Events
	Overnight forecast temperatures below zero but not extending beyond 8am	Overnight forecast temperatures below zero extending beyond 8am	Persistent widespread ice (rather than frost) for more than 18 hours in a 24-hour period and a forecast not to rise above zero for a further 18 hours in the next 24 hours.	
<b>1a</b>	No treatment	Precautionary treatment	Monitor and further treatment as required when resources permit. Treatment only during normal working hours.	Snow removal will commence when resources come available from higher priority treatments. Endeavours will be made to complete clearance within 12 hours of cessation of snowfall, subject to availability of resources. Treatment only during normal working hours.
<b>1</b>	No treatment	No treatment	Monitor and treatment as required when resources permit. Treatment only during normal working hours.	Snow removal will commence when resources come available from higher priority treatments. Endeavours will be made to commence clearance within 24 hours of cessation of snowfall, subject to availability of resources. Treatment only during normal working hours.
<b>2</b>	No treatment	No treatment	Monitor and treatment as required when resources permit. Treatment only during normal working hours.	Snow removal will commence when resources come available from higher priority treatments. Endeavours will be made to commence clearance within 48 hours of cessation of snowfall, subject to availability of resources. Treatment only during normal working hours.
<b>3</b>	No treatment	No treatment	Reactive treatment not normally undertaken other than in response to specific circumstances. Treatment only during normal working hours.	Snow removal will commence when resources come available from higher priority treatments. Endeavours will be made to commence clearance within 5 days of cessation of snowfall, subject to availability of resources. Treatment only during normal working hours.
<b>4</b>	No treatment	No treatment		

**Notes**

- 1. At all times priority will be given to the priority carriageway network.**
- 2. Combined footway/cycleways are treated in accordance with footway hierarchy.**
- 3. Segregated cycleways are not treated.**

## **Main Villages**

## **APPENDIX WMP/2/HM21-1**

Main villages were defined in the County Structure Plan between 1981 and 1991 and updated on a later submission to the Secretary of State as the following villages:

### **BOSTON BOROUGH**

Butterwick  
Kirton  
Old Leake  
Sutterton  
Swineshead

### **EAST LINDSEY DISTRICT**

Binbrook  
Burgh le Marsh  
Chapel St Leonards  
Grimoldby/Manby  
Holton le Clay  
Legbourne \*  
Mareham le Fen  
North Somercotes  
North Thoresby \*  
Sibsey  
Stickney  
Tetford  
Tetney  
Wainfleet  
Woodhall Spa  
Wragby

### **NORTH KESTEVEN DISTRICT**

Bassingham  
Billinghay  
Branston  
Eagle \*  
Heckington  
Heighington  
Helpringham \*  
Metheringham  
Navenby  
Ruskington  
Skellingthorpe  
Swinderby  
Waddington  
Washingborough

### **SOUTH HOLLAND DISTRICT**

Cowbit  
Deeping St Nicholas \*  
Donington  
The Droves (Gedney Hill, Holbeach Drove,  
Whaplode Drove, Shepeau Stow) \*  
Gosberton  
Moulton  
Pinchbeck  
Weston  
Whaplode \*

### **SOUTH KESTEVEN DISTRICT**

Ancaster  
Barrowby  
Baston \*  
Billingborough  
Caythorpe  
Claypole \*  
Colsterworth  
Corby Glen  
Great Gonerby  
Langtoft  
Long Bennington  
Morton  
Rippingale  
South Witham  
Thurlby

### **WEST LINDSEY DISTRICT**

Bardney  
Blyton  
Cherry Willingham  
Dunholme  
Ingham \*  
Keelby  
Nettleham  
North Kelsey \*  
Saxilby  
Scotter  
Sturton by Stow  
Sudbrooke  
Welton

(\* updated on a later submission to the Secretary of State)  
As approved in August 1999

## WINTER MAINTENANCE NETWORK EVALUATION (version 4)

POINT SCORING SYSTEM FOR NEW ROADS.

This scoring system has been designed to prioritise roads which have been requested as possible additions to the network

Reference Number	

Requested By –	
Location	
Road Name and Number	
Distance	
Average Width of road	
Obstructions to Gritting operations:, Speed retarders, access for plough etc	
Can Gritter turn around if required with out reversing ?	

1: Is Road suitable for gritters (Width, ability to exit without using reverse gear etc.) Yes / No		<b>If No - do not proceed</b>
2: Is reasonable alternative treated route available Yes / No		<b>If Yes- do not proceed</b>
3: Is sufficient capacity available on relevant route Yes / No		<b>If No - do not proceed</b>

Item	Notes	Points	Occ.	Road Speed	Total
Public service bus route ( daily )	Service provided at least 5 days / week	20			
Public service bus route ( less than daily )	Service provide less than 5 days / week	10			
School bus route	Contract route ( 16+seater PCV Licence required )	20			
Injury accident record ( last three years )	Ice & snow related 15pts per reported accident.	15			
Health centre on route	GP practice.	15			
Railway / Bus station on route	15pts. awarded for each	15			
Bends	5pts each	5		< = 30	
				31-50	
				51 >	
Junctions	1pts each	1		< = 30	
				31-50	
				51 >	
Steep gradient	10pts if 1 or more gradients ( > 1 in 15 over 50m )	10			
Deep drains or water course adjacent to rd.	10pts / side (Over 2m from C/way level to bed level)	10			
Ditches	5pts / side (within 1m of C/way, less than 2m deep)	5			
<b>Total Point Score =</b>					

NB. Only 1 Public Service or School bus scores to be used.  
Road Speed: up to 30mph = x1 , 31mph to 50mph = x2 , 51mph and above = x3

<b>Total Points Score</b>		<b>Divided by road length</b>		<b>= FINAL SCORE</b>	
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Engineering Comment.	
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**WINTER MAINTENANCE - GRIT BIN EVALUATION**

**POINT SCORING SYSTEM FOR EXTERNAL APPLICATIONS**

This scoring system has been designed to prioritise requests for Grit Bins to be added to the public highway network.

Requested by –			
Name and Address -			
Proposed location of grit bin -			
Indicate use of grit bin – carriageway or footway treatment			
Road name and number –			

1: Is it Maintainable Public Highway. Yes / No		<b>If No – do not proceed</b>
2: Is there a suitable location for a grit bin. Yes/No		<b>If No – do not proceed</b>
3: Is there a Responsible Body to look after grit bin? Yes/No If yes who -		<b>If No – do not proceed</b>

Item	Notes	Points Carriageway	Points Footway	Total
Gradients	<ul style="list-style-type: none"> <li>Greater than 1 in 20</li> <li>1 in 20 to 1 in 30</li> <li>Less than 1 in 30</li> </ul>	75 0 0	75 40 0	
Proximity of existing grit bin	<ul style="list-style-type: none"> <li>Within 50m</li> <li>50 – 100m</li> <li>100 – 200m</li> <li>Greater than 200m</li> </ul>	-100 -50 0 30	-100 -50 0 30	
Number of premises for which this is the only access route	<ul style="list-style-type: none"> <li>Over 50</li> <li>20 – 50</li> <li>Less than 20</li> </ul>	30 20 0	30 20 0	
Community facilities (within 200m of proposed grit bin)	<ul style="list-style-type: none"> <li>School (Not directly on treated network)</li> <li>Post Office/local shop</li> <li>Local shopping centre</li> <li>Community/Medical Centre</li> </ul>	20 10 20 0	30 20 30 10	
Winter route priority of location of proposed grit bin.	<ul style="list-style-type: none"> <li>On Priority Gritting Network</li> <li>On <b>Severe Weather</b> Gritting Network</li> <li>Not on gritting network</li> </ul>	-200 -100 20	NA NA NA	
<b>IN ORDER TO PROVIDE A GRIT BIN, SCORE MUST EXCEED 50 POINTS</b>			<b>TOTAL POINTS</b>	

**Winter Maintenance Duty Officers Conference Call - Protocol.**

**Background.**

Following the publication of the 2010/2011 Winter Maintenance Plan the following requirement is contained within Section 4:

“Duty Officers will liaise with each other utilising a telephone conferencing system such as the Arkadin System. Wherever possible, Divisions should have a common treatment and start time.”

This policy does not require Duty Officers to liaise with each other on every decision or on a daily basis. Therefore the following practical guide describes when it is appropriate to make conference calls.

**Arkadin System**

The conference call has been set up on the Arkadin Global Conferencing System. The system is very easy to use and can be accessed from either a landline or mobile phone. The system has been set up for this call so that a Moderator is not required to set the call up on every occasion. All you need to do at the allotted time is or any agreed time:

- Telephone either:
  - Toll free access number: 08003763912
  - or if there is a problem a Toll charge access number: 02033645095
- You will then be asked for a “participants pin” which you dial in. This is XXXXX#
- Then wait for the other participants to join and then start the discussion.
- When you have finished just put the phone down.

This system can be used at any time during the winter season by any member of staff involved with winter maintenance to make a conference call.

**System Protocols**

The Met Office operates to the following readiness warning state system for the Open Road service.

<b>Readiness Colour Coding</b>	
<b>GREEN</b>	Road surface temperatures are expected to remain above freezing with no ice/hoar frost/snow accumulations. Confidence HIGH
<b>AMBER</b>	Road surface temperatures are expected to fall close to or below freezing. Confidence is LOW regarding ice and/or hoar frost and/or snow accumulations.
<b>RED</b>	Road surface temperatures are expected to fall to or below freezing with ice and/or hoar frost and/or snow accumulations likely. Confidence HIGH.

- During the working day where the forecast readiness is green. A conference call is not required.
- Where the forecast readiness is Amber and runs are unlikely. (e.g. +3c on a high confidence forecast). The instruction will normally be “marginal forecast” and “monitoring but run unlikely”. A conference call is not required.
- All other scenarios will require a conference call. (e.g. Where the forecast readiness is Amber or Red in one or more areas)

### **12.00 noon conference call**

The aim at lunchtime should be to make the treatment decision or if a marginal situation then to be able to give the contractor (and the OHDO coming on duty later) notice of likely intentions for the evening. This is subject to any substantive changes in weather conditions or forecast. The majority of decisions are to wait for the evening update and it is only on a small number of occasions the gritters are required to treat during the working day.

If the Duty Officer is unable, due to diary commitments, to monitor the forecasts and attend the conference call then a suitably trained deputy should carry out this task. Instructions may be given to support staff to communicate decision via the conference call, when the Duty Officer or Deputy is not available. Support staff are not trained and therefore do not make any WM decisions.

The conference call timing should be flexible to accommodate late forecasts.

### **18.00 conference call**

The aim of the 18.00 conference call is to discuss the evening update from the Met Office and finalise treatment decisions if possible. If it is not possible to finalise actions then a further conference call may be needed later.

### **Morning conference calls**

The Met Office issue a morning forecast summary which is received between 07.30 and 08.00. Where a gritting run is likely to be required before 3.00pm, due to the forecast, then the OHDO or Service Development will contact Divisional Duty officers. A conference call could be made if required.

### **Severe Weather**

In Severe Weather situations divisional snow room will be in operation to offer a co-ordinated response to the contractor, if required. In severe weather there may be a need for more than one conference call during normal hours and outside.

### **Extreme Weather**

In Extreme Weather situations both county and divisional snow rooms will be operational and conference calls are likely to include emergency services staff.





**North Division**

**Hired Plant Performa – Snow Clearing**

Commitment Reference Number: \_\_\_\_\_

Week Ending: \_\_\_\_\_

Area: \_\_\_\_\_

Contractor: \_\_\_\_\_ Contact Tel No: \_\_\_\_\_

Ref./Plant No \_\_\_\_\_ Order No: \_\_\_\_\_

Plant (make and Type): \_\_\_\_\_ Contact with Base: Yes / No

Date	Time on	Time off	Standing	Location and Comments	Duty Officer	Allocation of Hours		
						Basic	Overtime	Total
<b>SUNDAY</b>								
<b>MONDAY</b>								
<b>TUESDAY</b>								
<b>WEDNESDAY</b>								
<b>THURSDAY</b>								
<b>FRIDAY</b>								
<b>SATURDAY</b>								

**North Division**

**Snow Conditions**

**Divisional Resources Report**

This report is to be telephoned or faxed to Highways Service Development at 09.00 hrs or as soon as practically possible each day. The information required is:

**1. Resources (Contractor, Farmers and other Labour)**

- a. Yesterday
  
- b. Overnight
  
- c. Today's Plan

**2. Problems**

- a. Operational Vehicles (broken down, accident damage)
  
- b. Salt

**3. Surplus Resources**

**4. Resources from outside the County**

*SERIES 2800 WINTER MAINTENANCE*

**APPENDIX 28/6 - Road Condition Report (Example)**

A	( ALPHA )	2 Way	Open to all traffic	Black tarmac
B	( BRAVO )	2 Way	Open to all traffic	Soft snow slush ice lying on road surface
C	( CHARLIE )	2 Way	Passable – NO ARTICS -	Hard packed ice/snow on road surface
D	( DELTA )	Single	Open to all traffic	Black tarmac *
E	( ECHO )	Single	No - ARTICS -	Soft snow, slush ice lying on road surface *
F	( FOXTROT )	Single	Passable – NO ARTICS -	hard packed ice/snow on road surface *
G	( GOLF )	Blocked Road	BLOCKED ROAD Generally impassable to all traffic	Drifts of fresh snow up to 600mm deep. Left mounted plough can widen to 1 lane.
H	( HOTEL )	Blocked Road	BLOCKED ROAD Generally impassable to all traffic	Drifts over 600mm

Weather status. \* An indication of snow depth on the blocked half will be included with these conditions.

e g:- CONDITION:- E ( Echo ) 600.

1. STATUS QUO
2. IMPROVING
3. DETERIORATING.

AP  
PE  
NI  
X  
W  
MP  
/9  
/1

<b>Date:</b>
<b>Time:</b>

**Police Sub-division "B"**

Route Status Key				Weather Status	
<b>A</b>	(Alpha)	2 Way	Open to all traffic	<b>1</b>	Clear
<b>B</b>	(Bravo)	2 Way	Snowed over no artics	<b>2</b>	Improving
<b>C</b>	(Charlie)	Single	Snowed over no artics	<b>3</b>	Deteriorating
<b>D</b>	(Delta)	Blocked	Road generally impassable to all vehicle access	<b>4</b>	Blizzard Con

West Division										Route Status				Weather Status			
Ref	Road	Location								A	B	C	D	1	2	3	4
W01	A15	from	A16	a	Market Deeping By Pass	t		a	Cty Boundary Northborough								
W02	A15	from	A16	t	Market Deeping	o	A1	a	Bourne								
W03	A15	from	A151	a	Bourne	o	A52	a	Threkingham								
W04	A15	from	A152	a	Threkingham	o	A153	a	Sleaford								
W05	A15	from	A153	t	Sleaford	o	A17	t	Sleaford								
W06	A15	from	A17	a	Sleaford	o	B1202	a	Boothby Graffoe								
W07	A15	from	B1202	a	Boothby Graffoe	o	A607	a	Bracebridge								
W08	A17	from		a	Cty Bdy Coddington	o	A607	a	Ledenham								
W09	A17	from	A607	a	Ledenham	o	A15	a	Sleaford								
W10	A17	from	A15	a	Sleaford	o	A1121	a	Swineshead Bridge								
W11	A52	from		a	Cnty Bdy Muston	o	A1	a	Grantham								
W12	A52	from	A1	a	Grantham	o	B6403	a	Cold Harbor								
W13	A52	from	B6403	a	Cold Harbor	o	A15	a	Threkingham								
W14	A52	from	A15	a	Threkingham	o	A152	a	Bicker								
W15	A607	from		a	Cnty Bdy Harlaxton	o	A152	a	Grantham								
W16	A607	from		a	Grantham	o	A17	a	Ledenham								
W17	A153	from	A607	a	Honnington	o	A15	a	Sleaford								
W18	A153	from	A15	a	Sleaford	o	A155	a	Coningsby								
W19	A151	from	A1	a	Coltonworth	o	A15	a	Bourne								

EXAMPLE



Dear

**Winter Maintenance 2012/2013 Cross boundary arrangements Between X and Y.**

I should be grateful if you would confirm that the cross boundary arrangements for precautionary gritting that exist will remain for the forthcoming winter. Could you please confirm these arrangements in writing and send it to me at the above address on this letter. Thank you.

The arrangements were as follows:

**Route gritted by Y on behalf of X.**

.  
. .  
.

**Route gritted by X on behalf of Y**

.  
. .  
.

In addition, as part of your ? route when appropriate, would you include the following roads:

.  
. .  
.

as was established last year.

It is envisaged that the arrangements indicated above will only apply in respect of precautionary gritting operation, and liaison will take place during snow conditions, to ensure that appropriate action is taken.

Please treat this letter as constituting an agreement for the purposes of Sec 8, Highways Act 1980. All gritting operations carried out by your authority in our area should be undertaken according to your operational standards, and not ours.

Yours sincerely

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**Paper highlighting the key changes between the July 2013 and October 2016 Winter Maintenance Plans.**

<p><b>Section 1</b></p> <p><b>Winter Maintenance Procedures</b></p> <p><b>Preamble</b></p> <p>Winter Maintenance operations within Lincolnshire are also undertaken within a national legal context which also takes into account National Guidance and Best Practice. Extracted below are some relevant sections from "Well-managed Highway Infrastructure: A Code of Practice" published October 2016.</p> <p><b>B.2.3. WINTER SERVICE</b></p> <p>B.2.3.1. The statutory basis for Winter Service in England and Wales is addressed through Section 41 (1A) of the Highways Act on the 31st October 2003, by Section 111 of the Railways and Safety Transport Act 2003. The first part of Section 41(1) reads:</p> <p>a) 'The authority who are for the time being the highway authority for a highway maintainable at the public expense are under a duty, subject to subsections (2) and (4) below, to maintain the highway.</p> <p>b) (1) In particular, a highway authority are under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice'.</p> <p>B.2.3.2. Section 150 of the Highways Act 1980 also imposes a duty upon authorities to remove any obstruction of the highway resulting from '<i>accumulation of snow or from the falling down of banks on the side of the highway, or from any other cause</i>'.</p> <p>B.2.3.3. In addition, the Traffic Management Act 2004 placed a network management duty on all local traffic authorities in England. It requires authorities to do all that is reasonably practicable to manage the network effectively to keep traffic moving. In meeting the duty, authorities should establish contingency plans for dealing promptly and effectively with unplanned events, such as unforeseen weather conditions, as far as is reasonably practicable.</p> <p>B.2.3.4. Given the scale of financial and other resources involved in delivering the Winter Service it is not considered reasonable either to:</p> <ul style="list-style-type: none"> <li>• provide the service on all parts of the Network;</li> <li>• ensure carriageways, footways and cycle routes are kept free of ice or snow at all times,</li> </ul>
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even on the treated parts of the network.

## **SECTION B.7. WINTER SERVICE**

### **B.7.1. INTRODUCTION**

#### **Background**

B.7.1.1. Although sometimes termed “Winter Maintenance”, the particular network management requirements during winter are not “maintenance”, in the traditional sense, but specialist operational services. The term “Winter Service” has been adopted by this Code.

B.7.1.2. Winter Service deals with regular, frequent and reasonably predictable occurrences like low temperatures, ice and snow, as well as with exceptional events. Whilst the effects of climate change are likely to result in an increased frequency and intensity of severe winter events, these can be taken into account in Winter Service planning. Therefore Winter Service can and should be subject to the same regime of plan, deliver, review and improve as other aspects of the highway maintenance regime.

Policies and plans developed for Winter Service are likely to have relevance in emergency planning for dealing with extreme weather conditions including flooding, high winds and high temperature. The incidences of such events may be affected by climate change. They are also likely to have some relevance to the wide range of non-weather related emergencies that could affect the highway network.

B.7.1.3. Although a very specialised area, Winter Service is a significant aspect of network management both financially and in terms of its perceived importance to users. It can also have significant environmental effects. The organisation of the service is likely to have considerable implications for the overall procurement and management of other highway maintenance services. This Section of the Code should therefore be read in conjunction with other sections dealing with these issues

B.7.1.4. This section of the Code provides the background and higher level policy aspects of the Winter Service. Guidance relating to practical issues and the delivery of the Winter Service is contained within the National Winter Service Research Group (NWSRG) Practical Guide for Winter Service. Authorities may wish to consider the content of the NWSRG Practical Guide in conjunction with the information contained within this section of the Code. [link to NWSRG Practical Guide](#)

#### **Objectives**

B.7.1.5. Winter Service can contribute significantly to each of the core objectives set out in this Code as described below:

#### **Customer**

B.7.1.6. There are, in all parts of the UK, very considerable user needs and expectations and these can be a major influence on customer satisfaction through demonstrating an efficient, effective and proportionate response to winter conditions.

#### **Safety**

B.7.1.7. Safety is a consideration for Winter Service, even though statutory obligations and users' needs vary in different parts of the UK.

### **Serviceability**

B.7.1.8. Maintaining availability and reliability of the highway network is a key objective for Winter Service and one where user judgements of performance will be immediate rather than longer term.

### **Sustainability**

B.7.1.9. Low temperatures and the formation of ice can cause serious damage to the fabric of carriageways, footways and cycle routes and accelerated damage of the network. Effective Winter Service can contribute to a reduction in whole life costs and minimise damage to the environment.

## **B.7.2. WINTER SERVICE POLICY**

B.7.2.1. Authorities should formally approve and adopt policies and priorities for Winter Service, which are coherent with wider objectives for transport, integration, accessibility and network management, including strategies for public transport, walking and cycling. They should also take into account the wider strategic objectives of the authority.

B.7.2.2. Issues for consideration in developing policy should include:

- network resilience;
- treatment of facilities for public transport users;
- treatment of facilities for road users;
- treatment of facilities for walking and cycling;
- treatment of transport interchanges;
- treatment of promoted facilities such as community or leisure centres;
- extent of priority for emergency services;
- extent of priority for key public services and critical infrastructure;
- extent of priority for vulnerable users;
- resilience of winter service resources
- other local circumstances.
- 

## **B.7.3. RESILIENT WINTER SERVICE**

### **Minimum Winter Network**

B.7.3.3. As part of their contingency planning, authorities should define a minimum winter network. This network is likely to have a close relationship to the resilient network, see Section A.6, and may be a subset of their normal treatment network.

Note – Due to its geographical size and diversity Lincolnshire does not have a fixed minimum winter network. Historically a dynamic assessment has been employed as severe winter weather tends to affect only certain parts of the county at once and not the whole network.

1.1	<p>A Highway Maintenance Plan is produced and updated <b>regularly annually</b>. This plan sets out standards, policy and objectives for the highway network. The Winter Maintenance Plan is a supplement to the Highway <b>Maintenance Asset Management</b> Plan</p>
	<p>HM30: To ensure it has sufficient resources for its winter maintenance operations the County Council will provide as a minimum:</p> <ul style="list-style-type: none"> <li>• 43 Front line pre-wet spreaders, which are: <ul style="list-style-type: none"> <li>o 37 x 9m<sup>3</sup></li> <li>o 3 x 4m<sup>3</sup></li> <li>o 3 x 2m<sup>3</sup></li> </ul> </li> <li>• <b>4 5</b> spare pre-wet 9m<sup>3</sup> gritters (<del>2 for North Division and 1 each for East, West and South</del>) spread geographically across the county</li> <li>• <b>1</b> demountable gritter at Manby depot (spare for small main line gritter) <del>12 towed or demountable trailer gritters (for use in Severe or Extreme winter weather)</del></li> <li>• 3 snow blower attachments (2 life expired attachments are mothballed)</li> <li>• <b>47 48</b> snow ploughs</li> <li>• <b>8 9</b> Operational centres at which spreaders and salt supplies will be based</li> <li>• <b>2 dedicated footway attachments for the Lincoln Area.</b></li> <li>• At the start of each winter season there will be 35,000 tonnes of salt in stock or available quayside.</li> </ul> <p>The above resources will not always be needed but are the minimum deemed necessary to provide a reasonable level of service in all but the most severe conditions. At such times extra resources, including plant and labour, are hired in as necessary and as available. Before the start of each winter season agreements are made with local farmers, hauliers and other contractors on such matters as plant and labour availability and hire rates.</p>
11.1	<p>Routine forecasts and updates will be issued by the <b>Met Office Weather Forecast Provider</b> via <b>their internet based system and through</b> the Vaisala Manager system <del>and Met Office system via the internet in the following format:</del></p> <p style="margin-left: 40px;">(a) 1100hrs            MAIN FORECAST  A summary 24 hour forecast for the County  Detailed forecast for each of the <b>43 precautionary salting routes in a Route Based Forecast (RBF) form 6 climatic zones:</b></p> <ul style="list-style-type: none"> <li>_____ The Lincoln Ridge</li> <li>_____ Trent Valley</li> <li>_____ The Wolds</li> <li>_____ Coastal Area</li> <li>_____ The Grantham Area</li> <li>_____ The Fenland Area</li> </ul>
15	<p><b>Precautionary salting and snow clearing flow charts (Examples detailed below).</b></p> <p>Charts may be amended outwith of the timescales to update this plan to take account of the most up to date technical guidance available as detailed in section 1.5.  Decision making staff to use the most current flow charts available at time of action.</p>

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

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>24 October 2016</b>
Subject:	<b>The Implementation of the Public Rights of Way Sections of the Deregulation Act 2015</b>

**Summary:**

To present a summary of the expected effects of the public rights of way (PROW) elements of the Deregulation Act 2015. It considers the implications and issues for Lincolnshire County Council, landowners and members of the public resulting from changes to the PROW processes

**Actions Required:**

That the scrutiny committee notes:

- a) The cut off date for claims to amend the Definitive Map & Statement based on historical documentation provided by the Countryside & Rights of Way Act 2000 has not yet been brought into force and that the necessary guidance and regulations required under the Deregulation Act 2015 are not expected to be made before January 2017.
- b) That the appropriate decision making powers are currently delegated to officers. It is probable that the current scheme of authorisation for officer sub-delegations will need to be altered as will a number of existing LCC policies concerning public rights of way.
- c) That the Deregulation Act 2015 will provide cost savings as notices will no longer be required to be advertised in local newspapers. LCC will also benefit from full cost recovery where applicable to applications for diversions and/or extinguishments of PROW.

**1. Background**

- 1.1 Lincolnshire County Council is under a duty to keep a legal record of public rights of way and this is known as the "Definitive Map & Statement" (DMS). This record is conclusive evidence of all footpaths, bridleways, restricted byways and byways open to all traffic (BOATs). These are shown without prejudice as to whether any higher rights exist on these routes or as to the

existence of other public rights of way which are not currently shown. Changes to the DMS can only be made by means of a Legal Order

- 1.2 The County Council also has a duty to keep the legal record under "continuous review". This means that when the Council is presented with evidence (or discovers evidence itself) that a right of way is either missing from the DMS or is shown incorrectly in some way it must make a legal order to modify the DMS (Definitive Map Modification Orders (DMMO)). These will be made following the expiration of a period of time where the public have been using a route, usually known as the 20 year rule although other, shorter, timescales can be applied, or if historical documentation is presented that demonstrates that a route exists or is somehow shown wrongly on the DMS.
- 1.3 The County Council also has powers to make orders to divert, extinguish or create PROW for which a fee can be charged for various elements of the work to any applicants.
- 1.4 The Countryside & Rights of Way Act 2000 included provisions, subject to regulations not yet made, to extinguish on 1<sup>st</sup> January 2026 any unrecorded historic footpath and bridleway rights. This is referred to in this report as the "2026 cut-off date". Unrecorded BOAT rights were extinguished by the Natural Environment and Rural Communities Act 2006. The 2000 Act also made provisions, subject to regulations not yet made, giving landowners a "right to apply" to divert or extinguish paths.
- 1.5 Natural England in consultation with the Stakeholder Working Group of 15 representatives from user groups, landowner groups and local authorities produced a report "Stepping Forward" to inform the Department for Environment, Food and Rural Affairs (Defra) of what changes were needed to PROW legislation. The aim of these changes was to achieve certainty, clarity and the ability for negotiation between parties in matters of historic PROW, and to enable the implementation of the 2026 cut-off.
- 1.6 The result was the seven sections in the Deregulation Act 2015 (sections 20 to 26) which include provisions on how the 2026 cut-off is to be implemented as well as providing new powers for councils. Provisions were also made in the Act for implementing the "right to apply".
- 1.7 It is not expected that the necessary regulations to implement the Deregulation Act will be brought into force before 1<sup>st</sup> January 2017. This report outlines what the new provisions will mean for applicants and landowners, and how the County Council will need to change the way it deals with applications to implement the new legislation when it comes into effect.

## 2. Current Processes

- 2.1 All cases are processed through the following distinct phases – application, consultation, decision, order, consultation, inquiry (dependent on whether objections are received after an order is made) and confirmation. Currently all decisions about whether an order should be made are taken by an officer under delegated authority. This report first deals with DMMOs and then will look at diversion and extinguishment cases.
- 2.2 **Definitive Map Modification Orders (DMMOs)**  
From the County Council's perspective, the current system is rigid. Each case has to be investigated as there is no means for rejecting poor applications or for negotiating with affected landowners to get a better outcome for the public. Each application made is recorded at [www.lincolnshire.gov.uk/countryside/definitive-map/definitive-map-modification-orders-dmmos/dmmo-register](http://www.lincolnshire.gov.uk/countryside/definitive-map/definitive-map-modification-orders-dmmos/dmmo-register) and is prioritised for investigation according to current policy HAT 33-3-11. Once a case is actively under review by an officer a set of consultations is undertaken prior to a decision being made as to whether the evidence demonstrates the existence of a public right of way and where necessary an order is made. This order is published and consulted upon and if no objections are received then the order can be confirmed by the authority. If objections are received then the case is submitted to the Secretary of State for Defra (in practice this is via the Planning Inspectorate) whereupon a public inquiry will be held into the matter (regardless of whether the objections are considered to be relevant to the order made). Occasionally matters are concluded after a period of written representations as opposed to an inquiry.
- 2.3 Currently landowners will first hear about an application for a route to be recorded across their land when they are sent an official notice by the applicant as required by existing regulations. Under current legislation it is not possible for landowners to negotiate with the Council and it is a very difficult process to provide an alternative route on a different line. Details of such applications are available to the public and since July 2016 they have become declarable by the authority when a local search is made prior to house or land purchasing.
- 2.4 Should the Council take longer than 12 months to decide whether or not to make an order, or where it declines to do so because officers believe that evidence is insufficient to make an order, then the applicant has a right of appeal to the Secretary of State. These appeals are heard by the Planning Inspectorate and after consideration by an inspector the Council may be directed to make a decision or an order as appropriate to the appeal. If a subsequently made order receives objections then the matter will be once more referred to the Secretary of State as per para 2.2 above.

**2.5 Diversion or Extinguishment Orders (Collectively known as Public Path Orders (PPOs))**

Unlike DMMOs the County Council has a discretion as to whether or not to make an order to divert or extinguish a public right of way. The Council receives many inquiries to do so but under current policy the County Council will only invite an application should it be considered that there is some public benefit within the proposals. Equally should an order be made and then receive objections then there is no obligation to submit the case to the Secretary of State for public inquiry although the Council must outline its reasons for not doing so to the applicant. There is no scope to appeal against the Council's decision not to make an order or to not pursue an order to a public inquiry.

**2.6** Current Costs Recovery Regulations apply to applications for a public path order however these are limited and do not allow for full cost recovery. For example the Council cannot recharge the cost of taking a case to a public inquiry if it decides to do so. The current fee for a PPO is £1700 plus associated costs of advertising in the local press which would put the average cost of a case at approximately £2500 to £3000. The Team Leader for Countryside Services has discretion to waive all or part of the fee should there be significant public benefit in a proposal (for example if the proposal includes upgrading an alternative footpath route to bridleway status).

**2.7** Currently, only applications involving safety at railway level crossings or crime prevention on land connected to schools have to be processed. In all other cases, as outlined, there is no right of appeal against the Council's decisions or any timescales by which the Authority must act.

**3. Deregulation Act 2015**

**3.1** Following the coming into force of the currently awaited regulations to implement the PROW sections of the Deregulation Act 2015 the 2026 cut-off date will be applied in England. This means that any unrecorded historic PROW will be extinguished automatically unless they are subject to a saving provision within the regulations.

**3.2** For DMMO applications the new regulations will enable:

- a "preliminary assessment" to be applied to applications therefore enabling the Council to reject applications submitted with no, or little relevant, supporting evidence.
- a new appeals process via the Magistrates' Court for applicants and affected landowners should the Council fail to make a decision within a given timescale (and not to the Secretary of State as per current legislation)



- the County Council to reject objections that are not deemed relevant to the order made (irrelevant objections are usually based on the effect a route will have on security, land value, occupation, need or convenience)
  - Inquiries to be heard in cases where there is an appeal against the Council's decision not to make an order. Following the inquiry the Council may be directed to make an order but without the need for any further inquiry to be held.
- 3.3 For diversions and extinguishments cases the new regulations will provide
- that landowners of prescribed land will have a right to apply to the Council
  - all such applications will be required to be recorded on a register
  - that authorities will be able to recover full costs associated with processing applications
- 3.4 For all forms of orders there will no longer be need to advertise them in the local press. The alternative will be that they are published on the County Council's website or by other appropriate digital communication.
- 3.5 If a case is appealed to the High Court (following an order decision made by the Secretary of State after a public inquiry) then the Court will be able to quash that decision. Current legislation requires that the order itself is quashed which requires the whole process for that case to start again.

#### **4. Implications and issues**

- 4.1 Lincolnshire County Council will have to ensure that:
1. officers have the capacity to make the necessary decisions within the required timescales. This will need changes to the existing scheme of delegation to ensure that the new duties and powers are reflected within it.
  2. within 3 months decide whether new modification order applications meet the "preliminary assessment" or whether they should be returned to the applicant.
  3. within 4 months determine whether diversion and extinguishment applications are "duly made" and provide a decision report as to whether the authority will promote an order.
  4. ensure that all applications are placed on the Register of Applications.
  5. contact landowners to inform them that a modification order has been applied for and to discuss any opportunities for a "modification by consent" whereby the landowner will accept the claimed route albeit on a slightly amended route, at a different width or with new limitations (such as gates).
  6. provide timely decisions to prevent applications to the Magistrates' Court which may result in costs being awarded against the County Council.
  7. attend the Magistrates' Court when decisions have not been made within the given timescale and appeals made.

8. make decisions in any timescales subsequently ordered by the Magistrates' Court.
  9. decide whether or not appeals to Lincolnshire County Council's decision not to make an order, or objections made to relevant orders are relevant.
  10. set the County Council's scale of charges for cost recovery, depending on the new regulations.
- 4.2 Additionally, the County Council will need to decide whether:
1. orders need to be made as a result of an administrative error (what constitutes an administrative error is not yet prescribed by regulations but examples are expected to include where a path changes status or abruptly terminates at a parish boundary.)
  2. in 2026, whether routes should be nominated as "designated routes" and saved from extinguishment. These routes will need to be made known in a separate section of the Register of Applications.
- 4.3 Landowners will be:
1. able to make applications for diversion or extinguishment orders
  2. required to pay the Council's costs for such applications;
  3. contacted by Lincolnshire County Council when a modification order application is made and informed of the process;
  4. able to negotiate changes to the location of an applications route, its width and whether it should be affected by limitations as part of the Modification Consent Order process;
  5. able to appeal to the Magistrates' Court where the County Council has not made a decision on a DMMO application (made after regulations are published) within 12 months of receipt.
  6. a landowner's rights to access land will be preserved regardless of whether the route is extinguished as an unrecorded public right of way in 2026. These routes will become private rights of way.
  7. able to apply to the County Council to erect gates across BOATs and Restricted Byways where there is a need to control livestock on agricultural land.
- 4.4 Applicants for DMMOs will be:
1. required to provide a statement as to why they believe the evidence they are submitting demonstrates that a public right of way should be recorded on the Definitive Map & Statement for Lincolnshire.
  2. able to appeal to Magistrates' Court in respect of DMMO applications (post regulations) where the County Council has not made a decision on the "preliminary assessment" within 3 months or determined an application within 12 months of receipt;
  3. able to transfer responsibility for an application to another person or body.

## **5. Financial Implications**

- 5.1 The changes arising for the Deregulation Act 2015 will need to be managed within existing resources. Evaluation of the practicability of doing so can only be assessed once the full extent of the regulations is known and the take up of the "right to apply" for applicants for diversions and extinguishments is known.
- 5.2 There is a potential cost saving of c.£5,000 p.a. from no longer having to publish adverts for orders in the local press and using the Council's website as an alternative.
- 5.3 There is a low risk of appeals being made to Magistrates' Courts where the County Council has not made a decision within a given timescale. Under the current process the Council has been subject to c.1 appeal per annum. Such appeals will require officer time and potentially legal representation and may result in the award of costs against the Council.
- 5.4 There is an increased, but still relatively low, risk of appeals being made to the High Court where an applicant or landowner disagrees with a decision made by Lincolnshire County Council on the basis that they feel that the Authority was not acting within the powers available to it in the legislation.

## **6. Consultation**

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

n/a

## **7. Background Papers**

- Countryside & Rights of Way Act 2000 – [www.legislation.gov.uk](http://www.legislation.gov.uk)
- Natural Environment & Rural Communities Act 2006 - [www.legislation.gov.uk](http://www.legislation.gov.uk)
- Deregulation Act 2015 - [www.legislation.gov.uk](http://www.legislation.gov.uk)
- HAT 33-3-11 – LCC Policy on Prioritisation of DMMO Applications – [www.lincolnshire.gov.uk/countryside](http://www.lincolnshire.gov.uk/countryside)

This report was written by Chris Miller - Environmental Services Team Leader - Countryside Services, who can be contacted on 01522 782070 or [chris.miller@lincolnshire.gov.uk](mailto:chris.miller@lincolnshire.gov.uk).

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## Policy and Scrutiny

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

Report to:	<b>Highways and Transport Scrutiny Committee</b>
Date:	<b>24 October 2016</b>
Subject:	<b>Highways and Transport Scrutiny Committee Work Programme</b>

### **Summary:**

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

### **Actions Required:**

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](mailto:daniel.steel@lincolnshire.gov.uk)

## HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE

**Chairman:** Councillor Michael Brookes

**Vice Chairman:** Councillor Andrew Hagues

24 October 2016		
Item	Contributor	Purpose
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Lincoln Eastern Bypass – Decision to award construction contract	Lee Rowley, Senior Project Leader - Major Schemes	Pre-Decision Scrutiny <b>Executive: 01 November 2016</b>
Update to the Winter Maintenance Plan	David Davies, Principal Maintenance Engineer	Pre-Decision Scrutiny <b>Executive Councillor: 01 November 2016</b>
Enhancing our Users' Experience	Satish Shah, Network Manager South	Update Report
The Implementation of the Public Rights of Way sections of the Deregulation Act 2015	Chris Miller, Team Leader – Countryside Services	Status Report
Network Rail Engagement Session	Gary Walsh, Area Director - Network Rail; John Clark, Infrastructure Maintenance Engineer; Ashley Jackson, Operations Manager	Presentation

28 November 2016		
Item	Contributor	Purpose
Grantham Southern Relief Road – Phase 2	Lee Rowley, Senior Project Leader - Major Schemes	Pre-Decision Scrutiny <b>Executive: 6 December 2016</b>
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
Future Service Delivery Update	Paul Rusted, Infrastructure Commissioner	Update Report



<b>23 January 2017</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Revenue and Capital Budget Proposals 2017/18	Michelle Grady, Head of Finance (Communities)	Budget Scrutiny
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	Update Report
Boston Transport Strategy	Richard Hardesty, Senior Project Leader	Pre-Decision Scrutiny <b>Executive Councillor: TBC</b>
CCTV Pilot Scheme for Parking enforcement outside schools update	Matt Jones, Parking Services Manager	Update Report
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report

<b>27 February 2017</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Performance Report, Quarter 3 (1 October to 31 December 2016)	Paul Rusted, Infrastructure Commissioner	Performance Scrutiny
Speed Limit Policy and Traffic Policy for Schools Update	Graeme Butler, Project and Technical Support Manager; Andy Wharff, Area Highways Manager	Policy Review
Street Lighting Transformation Project Update	Richard Hardesty, Senior Project Leader	Update Report
Winter Maintenance Update	David Davies, Principal Maintenance Engineer	Update Report

<b>10 April 2017</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Major Schemes Update	Paul Rusted, Infrastructure Commissioner	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](mailto:daniel.steel@lincolnshire.gov.uk)

**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
I012193 <b>New!</b>	Winter Maintenance Plan	1 November 2016	Executive Councillor: Highways, Transport and IT	Highways and Transport Scrutiny Committee	Report	Principal Maintenance Engineer Tel: 01522 553080 Email: david.j.davies@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	All Divisions
I012191 <b>New!</b>	Lincoln Eastern Bypass - Decision to award construction contract	1 November 2016	Executive	Executive Councillor for Highways, Transport and IT; Highways and Transport Scrutiny Committee	Report	Senior Project Leader - Major Schemes Tel: 01522 555587 Email: lee.rowley@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	Lincoln Birchwood; Lincoln Boultham; Lincoln Bracebridge; Lincoln East; Lincoln Glebe; Lincoln Hartsholme; Lincoln Moorland; Lincoln North; Lincoln Park; Lincoln West
I012321 <b>New!</b>	A16/A17 Sutterton Roundabout Improvements Decision to award construction contract	Between 7 November 2016 and 14 November 2016	Executive Councillor: Governance, Communications, Commissioning, Finance and Property	Executive Councillor for Highways, Transport and IT	Report	Senior Project Leader Tel: 01522 555587 Email: lee.rowley@lincolnshire.gov.uk	Executive Councillor: Governance, Communications, Commissioning, Finance and Property and Executive Director for Environment and Economy	Yes	
I012322 <b>New!</b>	Grantham Southern Relief Road - Phase 2	6 December 2016	Executive	Highways and Transport Scrutiny Committee	Exempt Report	Senior Project Leader Tel: 01522 555584 Email: les.outram@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director for Environment and Economy	Yes	Grantham Barrowby; Grantham East; Grantham North; Grantham North West; Grantham South