



County Offices
Newland
Lincoln
LN1 1YL

1 March 2019

Highways and Transport Scrutiny Committee

A meeting of the Highways and Transport Scrutiny Committee will be held on **Monday, 11 March 2019 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 cursive script that reads 'DBarnes'.

Debbie Barnes OBE
Head of Paid Service

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

Councillors M Brookes (Chairman), S P Roe (Vice-Chairman), B Adams,
Mrs W Bowkett, C J T H Brewis, Mrs J Brockway, Mrs P Cooper, R Grocock,
R A Renshaw, A N Stokes and E W Strengiel

**HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE AGENDA
MONDAY, 11 MARCH 2019**

Item	Title	Pages
1	Apologies for Absence/Replacement Members	
2	Declarations of Members' Interests	
3	Minutes of the previous meeting of the Highways and Transport Scrutiny Committee held on 21 January 2019	5 - 10
4	Announcements by the Chairman, Executive Councillor and Lead Officers	
5	Highways Infrastructure Asset Management Plan 2019 <i>(A report by Richard Fenwick, Alliance Works Contract Manager, which sets out a proposed amended Plan to take account of changes to maintenance frequencies to grass cutting and drainage cleansing as agreed during the setting of the budget for financial year 2019/20)</i>	11 - 154
6	Sleaford A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction Highway Schemes <i>(A report by Steve Brooks, Senior Project Leader, which seeks the approval of the capital scheme appraisal by the Leader of the County Council and approval to enter into an Early Contractor Involvement contract for the purpose of ultimately delivering the network improvements at these two locations from the Executive Councillor for Highways, Transport and IT)</i>	155 - 164
7	A46/A15 Riseholme Road Roundabout and A46/A158 Nettleham Road Roundabout, Lincoln <i>(A report by Mark Heaton, Programme Leader (Surfacing and Patching, which seeks approval of the capital scheme appraisal by the Leader of the County Council and approval to enter into a contract (initially for Early Contractor Involvement) for the purpose of delivering the network improvements at these two locations from the Executive Councillor for Highways, Transport and IT)</i>	165 - 174
8	Effective Highways Communication <i>(A report by Satish Shah, Highways Network Manager, which provides an update on the measures being undertaken to improve the highways service communication)</i>	175 - 178
9	Midlands Connect Update <i>(A report by Ian Kitchen, Strategic Transport Policy Manager, which provides an update on the role of Midlands Connect, the Sub-National Transport Body within which Lincolnshire sits. It also provides information on work which Midlands Connect is doing in relation to the Major Road Network and other studies affecting Lincolnshire)</i>	179 - 186

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| 10 | Rail Update
<i>(A report by Ian Kitchen, Strategic Transport Policy Manager, which provides an update on rail issues across Lincolnshire. In particular, it highlights the position on the various rail franchises which cover the county and the service improvements which are expected to be delivered. The report also provides an update on the on-going Williams Rail Review into the structure of the rail industry due to report later this year)</i> | 187 - 192 |
| 11 | Performance Report Quarter 3 (October 2018-December 2018)
<i>(A report by Paul Rusted, Infrastructure Commissioner, which sets out the performance of the highways service including the Major Highway Schemes Update, Lincolnshire Highways Alliance Performance, National Road Condition Indicators, the CQC (Customer, Quality, Cost) Efficiency Network Results 2018 and the Customer Satisfaction Information)</i> | 193 - 240 |
| 12 | Highways and Transport Scrutiny Committee Work Programme
<i>(A report by Daniel Steel, Scrutiny Officer, in connection with the latest situation of the Committee's Work Programme)</i> | 241 - 248 |

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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
21 JANUARY 2019**

PRESENT: COUNCILLOR M BROOKES (CHAIRMAN)

Councillors S P Roe (Vice-Chairman), Mrs W Bowkett, C J T H Brewis, Mrs J Brockway, R Grocock, R A Renshaw, A N Stokes and E W Strengiel

Councillors: R G Davies and Clio Perraton-Williams attended the meeting as observers

Officers in attendance:-

Steve Blagg (Democratic Services Officer), Michelle Grady (Head of Finance (Communities)), Paul Little (Highway Asset Manager), John Monk (Group Manager (Design Services)), Mandi Robinson (Team Leader), Daniel Steel (Scrutiny Officer) and Ethan Thorpe (Communications) (Strategic Communications Lead)

48 APOLOGIES FOR ABSENCE/REPLACEMENT MEMBERS

An apology for absence was received from Councillor B Adams.

49 DECLARATIONS OF MEMBERS' INTERESTS

Councillor S P Roe requested that a note should be made in the minutes that if any discussion about the North Hykeham Relief Road arose he would leave the meeting as his family owned land which was likely to be affected by the proposed route of this road (minute 51).

50 MINUTES OF THE PREVIOUS MEETING OF THE HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE HELD ON 10 DECEMBER 2018

RESOLVED

That the minutes of the previous meeting of the Committee held on 10 December 2018, be approved as a correct record and signed by the Chairman.

51 ANNOUNCEMENTS BY THE CHAIRMAN, EXECUTIVE COUNCILLOR AND LEAD OFFICERS

Announcements by the Executive Councillor for Highways, Transport and IT included:-

- The earthworks sub-contractor for the Lincoln Eastern Bypass had gone into liquidation and it was hoped to have a replacement in place as soon as

possible. The main contractor, Galliford Try, would be carrying out some of the earthworks themselves to keep the contract moving and work on the rest of the contract would continue as planned.

- The Lincoln Transport Strategy engagement had started and members, particularly those representing the City of Lincoln, were encouraged to attend the consultation meetings.
- The submission of a letter and strategic case summary to Matt Warman MP (Boston and Skegness) to pass onto the Government for funding towards design work and the creation of a Business Case for the Boston Distributor Road.

The Chairman welcomed the submission of the letter to Matt Warman MP for the Boston Distributor Road and he encouraged members to get involved in the engagement process for the Lincoln Transport Strategy.

52 COUNCIL BUDGET 2019/20

The Committee received a report in connection with the budget proposals for the next financial year 2019/20, based on the four year funding deal announced by the Government as part of the 2016/17 Local Government Finance Settlement and the specific budget implications for the Highways and Transport activities.

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

- Had funding been allocated for the effects of the Lincoln Western Growth corridor particularly the need to construct slip roads and roundabouts in the Skellingthorpe Road and Birchwood Avenue areas of Lincoln? Officers referred to the on-going consultation in connection with the Lincoln Western Growth corridor and any financial implications for the Council would be considered in consultation with highways when matters became clearer.
- The Executive Councillor stated that the cost of any highway improvements associated with the Western Growth corridor project would be met by the developer(s).
- Reference was made to the recent announcement by the Government to provide funding to improve the national highway network and the need for the Council to be ready to submit a bid for funding. The Executive Councillor stated that the Council would be submitting a bid to Midlands Connect for funding at the appropriate time.
- What was meant by "Other Changes" in Table A of the report and a request that this should be explained in future reports? Officers stated that this referred to "house-keeping" changes which budget holders made when forming their budgets.
- The return to three rounds of safety grass cutting, two full cycles of weed spraying and a full cycle of gulley cleansing were welcomed and supported.
- The proposed increase in the Council Tax by 4.95% was supported.

RESOLVED (Councillor S P Roe abstained for the reasons detailed (minute 49))

That the report, comments made by members and the responses of officers, on the budget proposals for 2019/20, be noted.

53 UPDATE TO STREET LIGHTING POLICY FOLLOWING SCRUTINY
REVIEW RECOMMENDATIONS

The Committee received a report in connection with the Street Lighting Policy 2019, including actions included as a result of the Part Night Street Lighting Scrutiny Review. The report was due to be considered by the Executive Councillor for Highways, Transport and IT and the views of this Committee would be reported to the Executive Councillor.

Members' attention was drawn to the principal amendments incorporated in the updated Policy following the Scrutiny Review in connection with the Protocol for reversal of part-night lighting and Exemptions to Part Night Lighting.

Members' attention was drawn to an error on page 16, paragraph 1.2, bullet point 9 ("Annex 2 Exemptions to Part Night Lighting") – the word "physically" should be replaced by "publicly".

Comments by members and the responses of officers included:-

- Requests to turn the lights back on were more relevant to rural areas than urban areas.
- Specific cases were highlighted where street lights had been turned off and which were causing safety issues. In some cases, Parish Councils had requested that some lights should be permanently turned off and that Parish Councils should be asked if they had any lights which could be switched off permanently. Officers stated that requests had been received to switch off lights permanently but every visit to a light incurred a cost, so consideration was given when the lights came to the end of their useful life. Officers agreed that Parish Councils should be encouraged to make requests for lights to be permanently turned off. Once a light was switched off and removed the cost of reinstallation was considerable.
- Some lighting columns were of architectural interest; was there potential for community use? Officers stated that those lights switched off were outside of community areas and electricity suppliers did not like non-active equipment attached to their cable networks.
- Was District Councils' help sought to fund the cost of turning lights back on? Officers stated that there had not been any consultation with District Councils to seek their help to fund the cost of returning to part-night lighting.
- Was there an on-going cost of turning the lights back on especially if numerous lights were turned on? Officers stated that the one off cost for turning each light on detailed in the report also covered the cost of supplying electricity for the next twenty years and officers agreed to inform Parish and Town Councils of this information.
- How many LED lights had been installed? Officers stated that as part of the street lighting transformation project approximately 17,000 lights were converted to LED.

- Officers stated that the removal of the lighting which had already been switched off for a couple of years on the A46 between Riseholme roundabout and Nettleham would be examined in consultation with the Lincolnshire Road Safety Partnership. Officers stated that approximately 850 lights across many roads in Lincolnshire had been permanently switched off.
- Officers stated that the Police always alerted the Council first if they had concerns.
- Officers stated that some District Councils had located dog and litter bins on some lighting columns which prevented use of the access to maintain the electrical equipment.
- Officers stated that the County Council took the lead in connection with any changes to lighting and communication with local authorities.
- The use of reactive lights should be investigated as this would help to deter crime and reassure residents. Officers stated that new light technology was being developed all the time. However, reactive lights could upset residents because they would be going off and on and also lights would have problems reacting to fast moving vehicles.
- Could the risk assessment procedure be explained before a decision was made to switch off lights? Officers explained the risk assessment process undertaken before lights were switched off, which included consultations with the Lincolnshire Road Safety Partnership, the local Parish Council and the Police.
- Some Parish Councils might have difficulty completing the Equality Impact Assessment (EIA). Officers stated that the pro-forma being developed for part-night reversal requests would include sections on completing the EIA.

The Committee supported the recommendations to the Executive Councillor.

RESOLVED

- (a) That the comments by members and the responses of officers on the report be noted.
- (b) That the Street Lighting Policy 2019, including the recommendations from the Part Night Street Lighting Scrutiny Review, in respect of the Protocol for reversal of part-night lighting and Exemptions to Part Night Lighting, be supported and submitted to the Executive Councillor for approval, subject to the County Council (in line with its duty as a Street Lighting Authority) ensuring that sufficient safeguards are in place within the protocol to enable future changes to the Street Lighting policy as required.

54 A46 DUNHOLME AND WELTON JUNCTION SCHEME

The Committee received a report in connection with seeking the approval of the Executive Councillor for Highways, Transport and IT to publish the necessary Side Roads Order and a Compulsory Purchase Order to allow acquisition of the land required for the construction of the new roundabout and junction alignment on the A46 Dunholme and Welton Junction scheme.

HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE
21 JANUARY 2019

Comments by members and the responses of officers, included:-

- Concern about the effect of the project on local businesses. Officers explained how the businesses would be accessed when the scheme was completed. The existing access and egress would be too dangerous for users if they remained open and the new accesses would be safer and might lead to an increase in trade. Officers stated that discussions would be held with businesses about signage.
- The project was expensive and it was suggested that the junction arrangement used at the Drinksey Nook junction on the A57 could be used for this scheme. Officers explained the cost of the scheme and that some of the cost would be met by a Section 106 Agreement. The scheme would be safer for motorists as the junction currently had a poor accident record and further major housing development was expected in the area which would lead to increase usage of this junction. The cost included reducing the height of the hill on the approach by approximately two metres.

RESOLVED (8 for and 1 abstention)

(a) That the comments by members and responses by officers be noted.

(b) That the Committee endorse the approach for the A46 Dunholme and Welton Junction Scheme detailed in the report.

55 PERMIT SCHEME ANNUAL REPORT 2017/18

The Committee received the Annual Report 2017/18 in connection with the second year of operation of the Permit Scheme.

Officers stated that it had been a busy second year especially following a harsh winter which had led to the need for more road repairs.

Comments by members and responses by officers included:-

- It was noted that the situation had improved since the introduction of the Scheme. What were the Fixed Penalty Notices (FPNs) issued for? Officers stated that FPNs were issued for various issues, including, poor signage, administrative errors and failure to comply with the conditions.
- Some utilities had a monopoly of the market and therefore they could pass the cost of fines on to consumers. Officers stated that utilities were not allowed to pass on any costs incurred from FPNs.
- Officers stated that four companies, in the main, incurring FPNs. One company seemed to make returns to the same on more than one occasion. Officers agreed to provide in future reports details of the percentages of the total figure of the four companies involved in receiving FPNs.
- Complaints had been received from the public about signs being left on location with no one working on the project. Officers stated that the Council was working with the utilities on the need to improve communication with the public when such incidents occurred. Officers stated that if it was known that many people

would be affected by a road closure then it was important for the utility company to be on site for traffic management purposes.

- It was noted that there was a small financial deficit on the Scheme. Officers stated that the cost of the Scheme would be examined at the end of the three year trial period as the Scheme was supposed to be cost neutral.
- It was noted that the County Council recorded their own FPN offences for the purposes of parity, but that no charges were incurred.

RESOLVED

That the report, comments by members and the responses of officers on the second year of operation of the Permit Scheme, be noted.

56 HIGHWAYS AND TRANSPORT SCRUTINY COMMITTEE WORK PROGRAMME

The Committee received its Work Programme for the coming year for consideration and comment.

RESOLVED

That the Work Programme be noted and updated accordingly.

The meeting closed at 11.55 am

**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	Highways Infrastructure Asset Management Plan 2019

Summary:

This item invites the Highways and Transport Scrutiny Committee to consider an Executive Councillor report regarding proposed amended Highways Infrastructure Asset Management Plan (HIAMP), to take account of changes to maintenance frequencies to grass cutting and drainage cleansing as agreed during the setting of the budget for financial year 2019/20. This report is due to be considered by the Executive Councillor for Highways, Transport and I.T between 22 March 2019 and 29 March 2019.

The views of the Scrutiny Committee will be reported to the Executive Councillor for Highways, Transport and I.T as part of his consideration of this item. A copy of the proposed amended Highways Infrastructure Asset Management Plan, along with a summary of changes from the previous version, is attached for consideration.

Actions Required:

- 1) To consider the attached report and to determine whether the Committee supports the recommendations to Executive Councillor for Highways, Transport and I.T.
- 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

- 1.1. Lincolnshire County Council's Highways Infrastructure Asset Management Plan (HIAMP) sets out the policies and standards around Highways Maintenance. It is reviewed annually to ensure that agreement is in place around the direction of the Service in terms of Asset Management.
- 1.2. Asset Management, in a Highways context, can be defined as "a systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the

performance requirements of the authority in the most efficient and sustainable manner”.

- 1.3. A robust Asset Management Plan is instrumental towards aligning ourselves to the requirements set out by Central Government, and achieving the aim of maintaining our Band 3 status. This status allows us as an Authority to receive maximum funding from the Department for Transport for Highways Maintenance.
- 1.4. The Highways Infrastructure Asset Management Plan is the third tier of how to accurately categorise and explain Highways Asset Management in line with Best Practice, as outlined by the Department for Transport. The first element of Asset Management is the Highways Asset Management Policy, which outlines the overarching principles of our approach to Asset Management. The second tier of describing our methods is the Highways Asset Management Strategy, which outlines our long-term strategies for maintaining the assets to its maximum potential, thereby achieving optimum lifecycle planning and aligning ourselves to the overarching principles set out in the Policy.
- 1.5. The Highways Infrastructure Asset Management Plan can be defined as the document which outlines our operational approach towards achieving both sets of goals explained in the Policy and Strategy through fixed policy requirements and standards. For information, the document runs alongside the Network Management Plan, which focuses more on network availability whilst the Asset Management Plan looks at the maintenance of the network.
- 1.6. "Well Managed Highway Infrastructure: A Code of Practice" was published in October 2016 to provide local authorities with guidance on how to develop a highway maintenance policy based on best practice. The document prescribes standards and suggested service levels. The Code of Practice is regularly referred to during highways claims against local authorities, who are expected to explain any deviation from the code. The HIAMP is therefore usually used as a reference point during legal claims.
- 1.7. "Well Managed Highway Infrastructure: A Code of Practice" is entirely risk based, moving away from a prescriptive document to a system of guidance that encourages authorities to develop their own standards and levels of service based on evidence-based risk assessment. Many of the prescribed standards which were in the previous code have now been removed entirely, empowering highway authorities to adopt a risk-based maintenance plan. The Highways Infrastructure Asset Management Plan has traditionally highlighted any local deviations from the Code of Practice.
- 1.8. The Highways Infrastructure Asset Management Plan outlines the Council's approach to maintaining our highway assets through a variety of methods. The document is structured in three key Asset Groups: Highways, Structures and Street Lighting. Firstly, it shows our approach to the accurate recording of all of our assets through our Asset Management system. Secondly, the document highlights our approach to maintaining the

condition of all individual assets in extensive detail. Thirdly, it demonstrates our method of inspection for all assets. Finally, the document outlines all possible ways of programming our maintenance regime, from reactive to planned programming.

- 1.9. From a programmed maintenance perspective, asset management as outlined within this Plan entails focusing on resurfacing and surface dressing schemes in a more structured preventative approach, allowing for a more proactive maintenance method. These schemes are prioritised based on need, utilising data and engineering methodology to determine priority, and are collated in an annual works programme. Similar methods are in place for other assets, as evidenced within the Plan throughout.
- 1.10. From a reactive maintenance perspective, dealing with potholes alongside a number of other surface defects, the asset management approach allows for a first-time fix approach. This allows for permanent repairs to be taken place, increasing the viability of the asset. The risk-based element of reactive maintenance is demonstrated within our response time matrix highlighted in Appendix B of the Highways Infrastructure Asset Management Plan, outlining how and when we respond to defects.
- 1.11. Following the budget setting process for 2019/20, the Highways Infrastructure Asset Management Plan is in need of review to align the maintenance frequencies it sets out with increased frequencies of grass cutting and drainage cleansing.

2. Conclusion

The Committee are requested to consider the attached report and to determine whether the Committee supports the recommendations to Executive Councillor for Highways, Transport and I.T.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

Yes

b) Risks and Impact Analysis

Attached to Executive Councillor Report

4. Appendices

These are listed below and attached at the back of the report	
Appendix 1	Decision Report I017456 Highways Infrastructure Asset Management Plan 2019

5. Background Papers

Document title	Where the document can be viewed
Well Managed Highway Infrastructure: A Code of Practice	http://www.ukroadsliaisongroup.org/en/codes/
Highways Infrastructure Asset Management Plan (Current, dated October 2018)	https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article

This report was written by Richard Fenwick, who can be contacted on 01522550452 or richard.fenwick@lincolnshire.gov.uk.

**Open Report on behalf of Andy Gutherson,
Interim Executive Director of Place**

Report to:	Councillor R G Davies, Executive Councillor for Highways, Transport and I.T.
Date:	22 March 2019
Subject:	Highways Infrastructure Asset Management Plan 2019
Decision Reference:	I017456
Key decision?	Yes

Summary:

This report sets out a proposed amended Highways Infrastructure Asset Management Plan (HIAMP) and invites the Executive Councillor for Highways, Transport and I.T. to approve the draft plan attached to the report as Appendix A.

Recommendation(s):

That the Executive Councillor approves the Highways Infrastructure Asset Management Plan 2019 in the form of the draft attached as Appendix A to this report.

Alternatives Considered:

1. Not to update the Highways Infrastructure Asset Management Plan and continue to operate the version dated October 2018. The revision to the plan and maintenance frequencies are not adopted. As budget has been set based on increased maintenance frequencies for grass cutting and drainage cleansing this allocation will need to be re-assessed.

Reasons for Recommendation:

Approving the proposed revisions to the Highways Infrastructure Asset Management will allow the County Council's operational plan and Policy to align with the maintenance frequencies agreed during budget setting.

1. Background

- 1.1. Lincolnshire County Council's Highways Infrastructure Asset Management Plan (HIAMP) sets out the policies and standards around Highways

Maintenance. It is reviewed annually to ensure that agreement is in place around the direction of the Service in terms of Asset Management.

- 1.2. Asset Management, in a Highways context, can be defined as “a systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the performance requirements of the authority in the most efficient and sustainable manner”.
- 1.3. A robust Asset Management Plan is instrumental towards aligning ourselves to the requirements set out by Central Government, and achieving the aim of maintaining our Band 3 status. This status allows us as an Authority to receive maximum funding from the Department for Transport for Highways Maintenance.
- 1.4. The Highways Infrastructure Asset Management Plan is the third tier of how to accurately categorise and explain Highways Asset Management in line with Best Practice, as outlined by the Department for Transport. The first element of Asset Management is the Highways Asset Management Policy, which outlines the overarching principles of our approach to Asset Management. The second tier of describing our methods is the Highways Asset Management Strategy, which outlines our long-term strategies for maintaining the assets to its maximum potential, thereby achieving optimum lifecycle planning and aligning ourselves to the overarching principles set out in the Policy.
- 1.5. The Highways Infrastructure Asset Management Plan can be defined as the document which outlines our operational approach towards achieving both sets of goals explained in the Policy and Strategy through fixed policy requirements and standards. For information, the document runs alongside the Network Management Plan, which focuses more on network availability whilst the Asset Management Plan looks at the maintenance of the network.
- 1.6. "Well Managed Highway Infrastructure: A Code of Practice" was published in October 2016 to provide local authorities with guidance on how to develop a highway maintenance policy based on best practice. The document prescribes standards and suggested service levels. The Code of Practice is regularly referred to during highways claims against local authorities, who are expected to explain any deviation from the code. The HIAMP is therefore usually used as a reference point during legal claims.
- 1.7. "Well Managed Highway Infrastructure: A Code of Practice" is entirely risk based, moving away from a prescriptive document to a system of guidance that encourages authorities to develop their own standards and levels of service based on evidence-based risk assessment. Many of the prescribed standards which were in the previous code have now been removed entirely, empowering highway authorities to adopt a risk-based maintenance plan. The Highways Infrastructure Asset Management Plan has traditionally highlighted any local deviations from the Code of Practice.

- 1.8. The Highways Infrastructure Asset Management Plan outlines the Council's approach to maintaining our highway assets through a variety of methods. The document is structured in three key Asset Groups: Highways, Structures and Street Lighting. Firstly, it shows our approach to the accurate recording of all of our assets through our Asset Management system. Secondly, the document highlights our approach to maintaining the condition of all individual assets in extensive detail. Thirdly, it demonstrates our method of inspection for all assets. Finally, the document outlines all possible ways of programming our maintenance regime, from reactive to planned programming.
- 1.9. From a programmed maintenance perspective, asset management as outlined within this Plan entails focusing on resurfacing and surface dressing schemes in a more structured preventative approach, allowing for a more proactive maintenance method. These schemes are prioritised based on need, utilising data and engineering methodology to determine priority, and are collated in an annual works programme. Similar methods are in place for other assets, as evidenced within the Plan throughout.
- 1.10. From a reactive maintenance perspective, dealing with potholes alongside a number of other surface defects, the asset management approach allows for a first-time fix approach. This allows for permanent repairs to be taken place, increasing the viability of the asset. The risk-based element of reactive maintenance is demonstrated within our response time matrix highlighted in Appendix B of the Highways Infrastructure Asset Management Plan, outlining how and when we respond to defects.
- 1.11. Following the budget setting process for 2019/20, the Highways Infrastructure Asset Management Plan is in need of review to align the maintenance frequencies it sets out with increased frequencies of grass cutting and drainage cleansing.

2. Legal Issues:

Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- * Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- * 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.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

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 section 149 may involve treating some persons more favourably than others

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker 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

This review of the Highways Infrastructure Asset Management Plan is considered to have no impact, as the strategy is at a high level of generality and is neutral in its impact on people with a protected characteristic when compared with people who do not share that characteristic.

Joint Strategic Needs Analysis (JSNA and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision

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

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

The duties under section 17 of the Crime and Disorder Act 1988 have been considered and it is deemed that the proposed changes to the Highways Infrastructure Asset Management Plan will have no direct impact.

3. Conclusion

Following consideration of the report, the Executive Councillor is requested to consider whether to approve the changes implemented in the Highways Infrastructure Asset Management Plan 2019 attached as Appendix A, with a summary of the changes attached as Appendix B. The new Plan will then become operational from the 1st of April 2019.

4. Legal Comments:

The Council has the power to adopt the Plan in the form recommended. The decision is consistent with the Policy Framework and within the remit of the Executive Councillor.

5. Resource Comments:

On 22nd February 2019, the Council approved changes to the revenue budget for 2019/20 which included funding cost pressures to enable additional highway maintenance relating to weed spraying, safety grass cutting and gully cleansing. These changes are reflected in the Highways Infrastructure Asset Management Plan 2019. Approving the plan as recommended will instigate these changes, which will be met from the approved budget.

6. Consultation

a) Has Local Member Been Consulted?

No

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 11 March 2019. Any comments from the Committee will be presented to the Executive Councillor for Highways, Transport and I.T.

d) Have Risks and Impact Analysis been carried out?

Yes

e) Risks and Impact Analysis

Attached as Appendix C.

7. Appendices

These are listed below and attached at the back of the report	
Appendix A	Highways Infrastructure Asset Management Plan 2019 <i>(Please note that owing to the size of this document, it is available to view electronically at:</i> http://lincolnshire.moderngov.co.uk/ieListDocuments.aspx?CId=492&MId=5343&Ver=4 <i>A hard copy of this report is also available on request from Democratic Services.)</i>
Appendix B	Highways Infrastructure Asset Management Plan 2019 - Summary of Changes
Appendix C	Highways Infrastructure Asset Management Plan 2019 - Equality Impact Analysis

8. Background Papers

Document title	Where the document can be viewed
Well Managed Highway Infrastructure: A Code of Practice	http://www.ukroadsliaisongroup.org/en/codes/
Highways Infrastructure Asset Management Plan (Current, dated October 2018)	https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article

This report was written by Richard Fenwick, who can be contacted on 01522550452 or richard.fenwick@lincolnshire.gov.uk .

Highways Infrastructure Asset Management Plan



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Foreword

The new Highways Infrastructure Asset Management Plan has been written in line with the approach outlined in the new Code of Practice "Well-Managed Highway Infrastructure" released by the UK Roads Liaison Group on October 28 2016, as commissioned by the Department for Transport. This document serves as a guidance document to Local Authorities, encouraging them to implement a Risk-Based Approach within their service. This document will demonstrate our commitment to a Risk-Based Approach, whilst taking into account the specific local factors that define Lincolnshire County.

Lincolnshire County Council has for some time been tied to our commitment to developing a consistent, proactive approach towards our service. Therefore, the Authority is continuing to move towards best practice with regards to Asset Management. Last year's Winter months show us that despite such tough challenges, this approach is very much the right way for us to deliver our service, to make maximum use of our available resources. Our Asset-led approach has already fostered results throughout the years, notably through our efforts to align ourselves with the Department for Transport's requirements through the Self-Assessment Process. These efforts enabled us at the time to become one of the first Counties to be accredited with a Band 3-status for the DfT, receiving maximum funding as a consequence.

National indicators through network level surveys have demonstrated an overall improvement in the condition of our classified network by enforcing effective Asset Management. However, further developments are required for our unclassified network despite recent improvements. That is why this new Highways Infrastructure Asset Management Plan attempts to put forward a more extensive and detailed approach towards dealing with our unclassified carriageway network. Hopefully, the elements highlighted within this Plan will enable the Authority to have an even more targeted approach with this crucial part of the Lincolnshire Roads. The rural nature of our county provides us with a responsibility to effectively prioritise the schemes of maintenance and improvement works undertaken on this section of the network.

Furthermore, it is important to realise that however critical, the carriageway network should not be the Plan's sole focus of attention. The Plan will highlight our linked approach towards all Assets that are the responsibility of the Lincolnshire County Council Highways Service. Therefore the Plan has been divided up into a Highways, Structures and Street Lighting Volume. All Volumes should show our commitment towards reactive and proactive maintenance for these Assets through the use of a risk-based approach.

Lincolnshire, with its distinct rural tone surrounding continually evolving urbanised centres such as Grantham, Lincoln City, Boston, and Spalding among others, requires an efficient highway network that takes into account all factors that may be influencing its development. We as a service believe that Asset Management is the correct way to deal with the challenges ahead for our Highways Service.

Paul Rusted, Highways Infrastructure Commissioner

July 2018

Highways Infrastructure Asset Management Plan



Volume 0 – Overarching Principles

1. Introduction

1.1. Principles and Context of the Plan

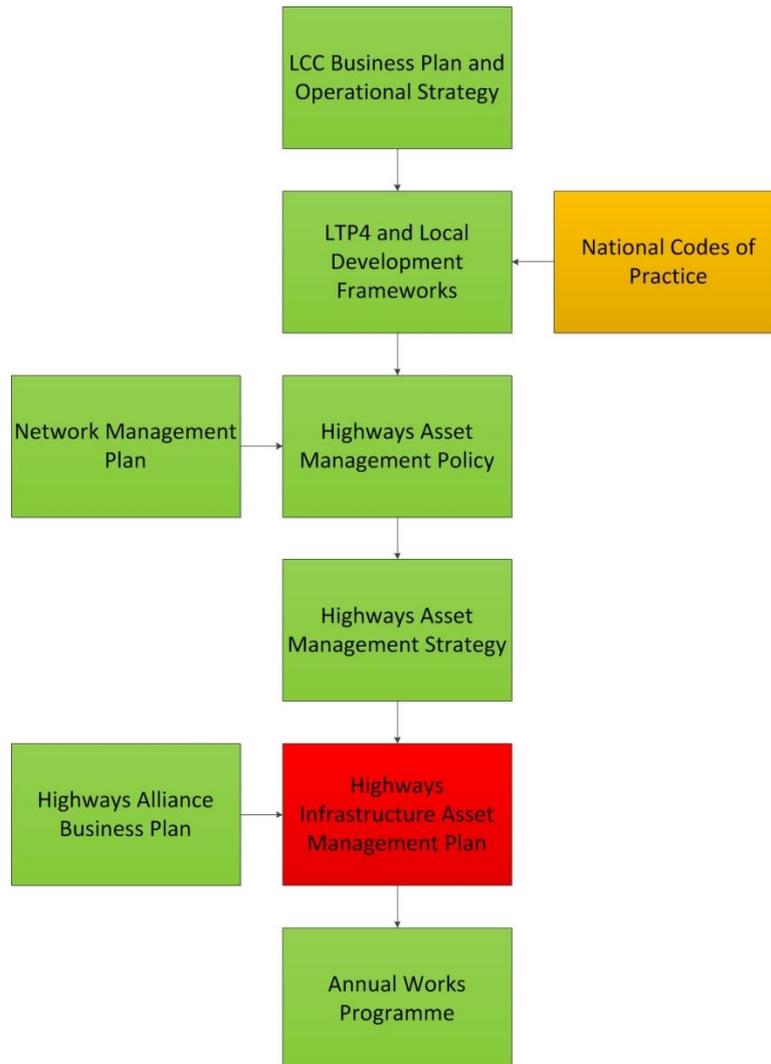
- 1.1.1. This document replaces the Highway Asset Management Plan (April 2017) and applies to all of Lincolnshire County Council's Highway Assets.
- 1.1.2. The Highway Infrastructure Asset Management Plan is produced as a single Plan spanning 4 Volumes to emphasise an integrated approach to highway network infrastructure assets. Overarching matters are dealt with in Volume 0 and additional asset-specific matters are dealt with in volumes 1, 2 and 3. This approach is consistent with the Highways Asset Management Strategy.
- 1.1.3. It is designed to align with the guidance in *Well Managed Highway Infrastructure – Code of Practice (October 2016)*, whilst setting out a specific approach for Lincolnshire County Council in line with local needs and priorities. There has been a shift from the previous guidance set out in *Well Maintained Highways – Code of Practice for Highway Maintenance Management (July 2005)* which was prescriptive, to a risk-based approach determined by each Highway Authority. This Plan will set out that approach taking into account appropriate analysis and development and is approved by the Council's Executive processes.

1.2. Status of the Plan

- 1.2.1. This Plan is approved as an operational Policy document by the Executive Councillor for Highways, Transport and I.T. The Plan is subject to annual Scrutiny from the elected members and will be reviewed as such on a yearly basis. The Action Plan highlighted in [Appendix F](#) demonstrates a continuous approach to trying to improve our service through effective Asset Management.

1.3. Links to Other Documents

1.3.1. The Highways Infrastructure Asset Management Plan forms part of family of documents which define Lincolnshire County Council's Asset Management Policies. The links to other documents are set out in the diagram below:



1.4. Maintenance Practice

1.4.1. Lincolnshire County Council provides a number of maintenance activities on the highways network which will be outlined throughout the course of this document.

1.4.2. Maintenance types contribute in varying degrees to the core objectives of safety, customer service, serviceability and sustainability. Levels of service and delivery arrangements shall be established having regard to these objectives and be focussed on outcomes.

1.4.3. The main types of maintenance are as follows:

- Reactive – responding to inspections, complaints or emergencies;
- Routine – regular schedule, generally for lamp replacement, patching, cleaning, gully cleansing, grass cutting and landscape maintenance, cleaning bridge drainage;
- Programmed – flexibly planned schemes primarily of reconditioning or structural renewal;
- Regulatory – inspecting and regulating the activities of others;
- Winter Service; and
- Resilience

1.5. Scope of the Plan

1.5.1. The document will comprise of 3 Volumes, each outlining a specific Asset Group. The 3 Asset Groups are:

- Highways
- Structures
- Street Lighting

1.5.2. Each Asset group Volume will contain the following information: Legal Framework, Asset Condition, Asset Management, Asset Inspection and Asset Programming. All of these core elements generate a consistent approach to Best-Practice Asset Management, and it puts into practice the core demands of good life-cycle planning outlined within the Asset Management Strategy.

1.5.3. The Highways Infrastructure Asset Management Plan is not intended as a detailed technical reference for all aspects of highway infrastructure maintenance, or to repeat technical guidance available elsewhere. Areas referred to but not dealt with in detail include:

- Highway improvement and new construction;
- Network management, including the traffic management duty, or equivalent such as Permitting Schemes and management of utilities, which is dealt with in our [Network Management Plan](#).
- Management and maintenance of Public Rights of Way;
- Highway development control, including securing funds associated with developer obligations; and
- Town centre management, including use of public space.

2. Policy Framework

2.1. Asset Management

- 2.1.1. The Highways Infrastructure Asset Management Group (HIAMG) defines Asset Management as follows:

"A systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the performance requirements of the authority in the most efficient and sustainable manner".

- 2.1.2. The Association of Directors of Environment, Planning and Transport (ADEPT) define asset management as:

"A strategic approach that identifies the optimal allocation of resources for the management, operation, preservation and enhancement of the highways infrastructure to meet the needs of current and future customers."

- 2.1.3. Lincolnshire County Council is committed to the development of an Asset Management led approach to the maintenance of highways infrastructure assets. This is highlighted by our continual Level 3 status audited by central government through the incentivised fund created in December 2014. One element of this funding regime rewards authorities who are able to demonstrate that they have adopted an asset management based approach to the management of their infrastructure assets.

- 2.1.4. Lincolnshire's *Highways Asset Management Policy* and *Highways Asset Management Strategy* set out the high-level principles of the management of the highways assets.

- 2.1.5. Asset management supports making the case for funding, for better communication with stakeholders, and facilitates a greater understanding of the contribution highway infrastructure assets make to economic growth and social well-being of local communities, in line with the requirements set out by the Lincolnshire Joint Strategic Needs Assessment and the Health and Wellbeing Strategy.

- 2.1.6. Authorities have certain legal obligations with which they need to comply, and which may be the subject of claims for loss or personal injury or of legal action by those seeking to establish non-compliance by authorities. It is recognised that in such cases, *Well Managed Highway Infrastructure – Code of Practice* may be regarded as a relevant consideration. Where, in the light of local circumstances, Lincolnshire County Council has elected to adopt policies or approaches different from those suggested by the Code, they are identified, together with the reasoning for such differences, within this Plan.

- 2.1.7. Lincolnshire County Council Highways has developed an [Asset Management Policy](#) document, outlining its approach towards effective asset management in line with the member-approved commissioning strategies developed by the Authority as a whole.
- 2.1.8. Lincolnshire County Council Highways has further developed [an Asset Management Strategy](#), outlining its approach towards formalising strategies for investment in key highway asset groups through life-cycle planning, defining affordable service standards, improving how the highway assets are managed and subsequently enabling more effective and efficient highways services to be delivered.

2.2. Stakeholders and Communication

- 2.2.1. Stakeholder expectations and the importance of good communications and liaison are dealt with in the *UKRLG Highway Infrastructure Asset Management Guidance Document, Part A*. This document has informed the communication of this Plan and *Highway Asset Management Policy* and *Highways Asset Management Strategy*.
- 2.2.2. Arrangements have been established to facilitate the involvement of all authority elected members, employees, contractors and agents in building commitment and pride in the highway maintenance service and maximising individual contributions to the process of continuous improvement. These arrangements are not set out in detail within this plan but are covered in the *Highways Asset Management Strategy*.

2.3. Other Authorities

- 2.3.1. Consultation with other local, combined and strategic adjoining Highway Authorities has taken place to discuss the changes proposed within the new Code of Practice. A consistency in service, despite the various approaches towards implementing the Code of Practice, has been ensured by communicating with all of the adjacent authorities.
- 2.3.2. Responsibility for assets on Authority boundaries, e.g. river bridges, has been agreed with adjoining authorities. Lincolnshire County Council has outlined all of its boundaries with adjacent Local Authorities and included them within its Asset Management System.
- 2.3.3. Lincolnshire County Council has entered into agreements with adjacent authorities for certain aspects of service to be carried out by one Council on behalf of the other. Specific shared Gritting Route responsibilities can be found in the [Winter Maintenance Plan](#).

3. Legal Framework

3.1. General and Specific Requirements

- 3.1.1. All duties, powers and legislation, both general and specifically related to assets, e.g. highways, structures and lighting are dealt with in [Appendix E](#) of this plan.
- 3.1.2. Much of highway infrastructure maintenance activity is based upon statutory powers and duties contained in legislation and interpretations of these powers and duties provided by the court.
- 3.1.3. All those involved in highway maintenance with Lincolnshire County Council should have an appropriate understanding of their duties and powers, their implications, and the procedures used to manage and mitigate risk.
- 3.1.4. Specific legislation mentioned is generally that for England.

4. Strategy and Hierarchy

4.1. Lincolnshire Highway Asset Management Strategy

- 4.1.1. Lincolnshire County Council's *Highways Asset Management Strategy* has been developed in line with the UKRLG *Highway Infrastructure Asset Management Guidance (HIAMG)*, Part B.
- 4.1.2. The [Highways Asset Management Strategy](#) sets out how the Highways Asset Management Policy is to be achieved, how long term objectives for managing the highway are to be met and how the strategy is to be implemented, including setting targets and measuring performance. It sets clear direction, provides links with other relevant documents, such as corporate plans, and sets out the benefits of investing in the highway infrastructure.
- 4.1.3. The development of a Highways Infrastructure Asset Management Plan (HIAMP) shows that the Authority is delivering value when maintaining highways as well as addressing wider objectives of corporate strategy and transport policy.
- 4.1.4. The HIAMP will be a key component of the Asset Management Strategy and will include such items as:
 - A set of objectives and policies linked to business objectives (See [Appendix E](#) of this Plan) through Network Safety, Customer Service, Network Serviceability and Network Sustainability
 - An asset or inventory register
 - Managing risk of failure or loss of use
 - Development of co-ordinated forward programme for highway maintenance, operation and improvement
 - Measurements of performance and continuous improvement
- 4.1.5. Lincolnshire County Council adheres to the HMEP (Highways Maintenance Efficiency Programme) sector-led transformation programme. It is designed to maximise returns from highways investment and help to improve efficiency and effectiveness of the local highways sector which it is aimed at.
- 4.1.6. HMEP has developed a series of products to inform highways authorities of examples of best practice and recommendations which should lead to an improved highway maintenance service and better value for money for taxpayers.
- 4.1.7. Lincolnshire County Council has adopted, where affordable, recommendations which add value to current practices.
- 4.1.8. The pothole review and asset management guidance products produced by HMEP both recommend that authorities should employ an asset management approach. The principle "prevention is better than cure" in determining the balance between

structural, preventative and reactive maintenance activities has been embraced by Lincolnshire County Council. This philosophy should improve the resilience of the highway network and reduce the occurrence of potholes in the future, informing the risk-based approach to response times in a move to "first-time fixes" to highway defects.

4.2. Functional Hierarchy

- 4.2.1. A network hierarchy based on asset function is the foundation of a risk-based maintenance strategy. It is crucial in establishing levels of service and to the statutory network management role for developing co-ordination.
- 4.2.2. The hierarchy structure adopted reflects the whole highway network and the needs, priorities and actual use of each infrastructure asset. The carriageway hierarchy, for example, is determined partly by traffic volume, but also influenced by factors such as pedestrian or cyclist usage amongst other factors. Collectively, these issues may be referred to as the 'functionality' of the section of highway in question.
- 4.2.3. The hierarchies outlined below are considered to be maintenance hierarchies. They will be utilised to determine inspection frequency and reactive maintenance response times first and foremost. The maintenance hierarchies will also be used to increase efficiency within the use of our scheme selection toolkit.
- 4.2.4. Lincolnshire is a large and sparsely populated county with a greater than average length of road per head of population. The length of the road network is 8,869 km of carriageway. The network also comprises 3,643 Km, of footway. Clearly it is not practicable to develop and maintain the whole of the road network to the same standards.
- 4.2.5. Therefore the County Council has designated a hierarchy of road types with each highway link being allocated to one of these types. The types reflect the roles of different carriageways, and footways/cycle-ways based upon these principles.
- 4.2.6. Hierarchies are dynamic and will be regularly reviewed to reflect changes in network characteristics and functionality so that maintenance strategy reflects the current situation, rather than the use expected when the hierarchy was originally defined.
- 4.2.7. Where major maintenance, construction or other development signalling a change over the long term involves significant traffic diversion, or when congestion in one part of the network results in traffic shift to another part of the network, these changes shall be reflected in the hierarchy and subsequently in the maintenance and network management regimes.

4.2.8. Carriageway Hierarchy

Carriageway Hierarchy will not necessarily be determined by the road classification, but by functionality and scale of use. Hierarchy MRN, 1 and 2 roads comprise the County's strategic road network. Table 1 sets out Lincolnshire County Council's local maintenance hierarchies.

LCC Local Standard	National Standard
<p>Major Road Network</p> <p>Local Highways Authority selected A roads that have a strategic importance which links areas across the UK. These routes encounter constant high levels of traffic and should be easily accessible and identifiable. Further consideration to be made is the traffic generated by seaside tourism during the vacation months, which creates the need for robust routes to seaside attractions. They will be the primary component of our resilient network and subsequently our precautionary salting network.</p> <p><i>Major Road Network in Lincolnshire to include:</i></p> <ul style="list-style-type: none"> ▪ A15 (M180 to Sleaford) ▪ A16 ▪ A17 ▪ A52 (Boston – Skegness) ▪ A57 (Dunham bridge from A1 – Lincoln) ▪ A46 (Lincoln Saxilby Road Roundabout to Nettleham Road roundabout) ▪ A151 ▪ A158 	<p>Category 2 - Strategic Route</p> <p><i>Trunk and some Principal “A” roads between Primary Destinations</i></p> <p>Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.</p>
<p>Hierarchy 1</p> <p>Major long distance, inter-urban routes, which either:</p> <ul style="list-style-type: none"> – Provide a network of routes for traffic passing through the county, – Link major urban areas (over 8000 population) to major urban areas outside the county <p>Particularly for long distance through industrial and commercial traffic.</p>	<p>Strategic Route</p> <p><i>Trunk and some Principal “A” roads between Primary Destinations</i></p> <p>Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.</p>

LCC Local Standard	National Standard
<p>Hierarchy 2</p> <p>The remaining inter-urban routes of more than local importance by virtue of their role in handling substantial flows of long distance traffic between:</p> <ul style="list-style-type: none"> - Adjacent towns within the county. - Lincolnshire towns near the county boundary and nearby centres of populations in adjacent counties. 	<p>Main Distributor</p> <p><i>Major urban and Inter-Primary links. Short to medium distance traffic.</i></p> <p>Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40mph or less, parking is restricted at peak times and there are positive measures for pedestrian safety.</p>
<p>Hierarchy 3</p> <p>Local roads which provide a good quality connection between the main settlements (population of 500 plus) to the MRN, H1 and H2 Roads, including rural bus routes and links to major HGV generators.</p>	<p>Secondary Distributor</p> <p><i>B and C class roads and some unclassified urban routes carrying bus, HGV and local traffic with frontage access and frequent junctions</i></p> <p>In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built areas these roads have 30 mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On-street parking is generally unrestricted except for safety reasons.</p>
<p>Hierarchy 4</p> <p>Classified roads, which link the smaller villages and settlements to the MRN, H1, H2 or H3 roads.</p>	<p>Link Roads</p> <p><i>Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions</i></p> <p>In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two way traffic. In urban areas they are residential or industrial inter-connecting roads with 30 mph speed limits random pedestrian movements and uncontrolled parking.</p>

LCC Local Standard	National Standard
<p>Hierarchy 5</p> <p>Unclassified roads, which link the smaller villages and settlements to the MRN, H1, H2 or H3 roads.</p>	<p>Link Roads</p> <p><i>Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions</i></p> <p>In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two way traffic. In urban areas they are residential or industrial inter-connecting roads with 30 mph speed limits random pedestrian movements and uncontrolled parking.</p>
<p>Hierarchy 6</p> <p>Urban and rural roads whose main purpose is to provide access to residential properties or provide access to agricultural land.</p>	<p>Local Access Road</p> <p><i>Roads serving limited numbers of properties carrying only access traffic.</i></p> <p>In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGVs. In urban areas they are often residential loop roads or cul-de-sacs.</p>
<p>Hierarchy 7</p> <p>Minor metalled rural and small roads which include carriageways overgrown by vegetation. They serve a very limited number of properties or provide access to agricultural land. They include Gated roads and restricted access roads.</p>	<p>Minor Roads</p> <p><i>Little used roads serving very limited numbers of properties.</i></p> <p>They are locally defined</p>
<p>Hierarchy 8</p> <p>The remaining Unclassified Roads, which although we are liable for in terms of maintenance are un-metalled.</p>	<p>Minor Roads</p> <p><i>Little used roads serving very limited numbers of properties.</i></p> <p>They are locally defined.</p>

Assignment of a carriageway to a particular category takes the following issues into consideration:

- character and volume of traffic;
- current usage and effect of proposed development works;
- routes to important local facilities and to the strategic network (for more information, please refer to the Winter Maintenance Plan);

- designation as a traffic sensitive route;
- accident and other risk assessment;
- potential for use as a diversion route;
- special characteristic of certain assets, e.g. historic structures;
- access to schools, hospitals and medical centres;
- vulnerable users or people with special needs, elderly people’s homes etc; and
- ceremonial routes and special events.

4.2.9. Footway and Cycleway Hierarchy

Footway Hierarchy is determined by functionality and scale of use. Table 2 sets out Lincolnshire County Council's local hierarchies.

LCC Local Standard	National Standard
<p>Hierarchy 1</p> <ul style="list-style-type: none"> – Footways in the main shopping street of the urban areas of towns – Pedestrianised shopping streets in the urban areas of towns listed in the structure plan. <p>Note: Hierarchy 1 status will not be extended beyond the main shopping street area merely because there are other shops or a proliferation of public buildings etc. outside the main shopping centre.</p>	<p>Primary Walking Routes</p> <p>Busy urban shopping and business areas and main pedestrian routes.</p>

LCC Local Standard	National Standard
<p>Hierarchy 2</p> <p>– Footways along main pedestrian routes just outside the main shopping area but within the central areas of towns listed in the structure plan.</p> <p>- Local shopping streets in settlements not listed in the structure plan where there is a linear shopping development to 10 retail units or more within a 100 metre length.</p> <p>– Footways remote from the carriageway linking main shopping streets (Hierarchy 1) to other areas e.g. pedestrian access to car park etc.</p>	<p>Secondary Walking Routes</p> <p>Medium usage routes through local areas feeding into primary routes, local shopping centres etc..</p>
<p>Hierarchy 3</p> <p>Linking local access footways through urban areas and busy rural footways.</p>	<p>Link Footways</p> <p>Linking local access footways through urban areas and busy rural footways.</p>
<p>Hierarchy 4</p> <p>Footways associated with low usage, for example estate roads to the main routes, cul-de-sacs, adjacent to local access roads and rural footways between villages.</p>	<p>Local Access Footways</p> <p>Footways associated with low usage, short estate roads to the main routes and cul-de-sacs.</p>

Assignment of a footway to a particular category takes the following issues into consideration:

- pedestrian volume;
- designation as a traffic sensitive pedestrian route;
- current usage and proposed usage;
- contribution to the quality of public space and streetscene;
- age and distribution of the population, proximity of schools or other establishments attracting higher than normal numbers of pedestrians;
- accident and other risk assessment; and
- character and traffic use of adjoining carriageway.

- 4.2.10. Some Public Rights of Way (PROW) may be metalled and within or on the fringe of urban areas. To recognise users' requirements for consistency, these are considered for maintenance consistent with a similar footway and be incorporated in the footway hierarchy, irrespective of their designation.
- 4.2.11. Cycle Routes will be maintained and inspected on the same level as the linking footway hierarchy or the adjacent carriageway hierarchy. The highest hierarchy will always be chosen, as part of the risk-based approach.
- 4.2.12. The limited amount of cycleway asset not linked with a footway asset or an adjacent carriageway asset will be categorised based on use within the Asset management database and maintained and/or inspected accordingly.

4.3. Lifecycle Planning

- 4.3.1. The objectives of lifecycle planning are stated by the UK Roads Liaison Group in the Highway Infrastructure Asset Management Guidance as:
- Identify long term investment for highway infrastructure assets and develop an appropriate maintenance strategy.
 - Support decision making, the case for investing in maintenance activities and demonstrate the impact of different funding scenarios.
 - Predict future performance of highway infrastructure assets for different levels of investment and different maintenance strategies
- 4.3.2. Lifecycle planning has been undertaken as part of the development of the Asset Management Strategy and provides an outline of the long term plans and funding requirements for the key asset groups (carriageways, footways, structures, street lighting and signals) to maintain the required levels of service at the lowest whole life cost.
- 4.3.3. The County Council has undertaken considerable investment in systems and surveys to collect and manage inventory and condition information on the carriageway and this data is utilised to:
- Assess the long term funding requirements for the maintenance of the network
 - Assess priorities for required maintenance
 - Develop the programme of maintenance schemes
 - Design detailed treatments for the H1 and H2 network
- 4.3.4. Lincolnshire County Council has reviewed and evaluated various options to assist with lifecycle planning. Following detailed evaluation of options the county council decided to build upon its existing systems and processes for deterioration and budget modelling which are also utilised for scheme identification, evaluation and prioritisation.

- 4.3.5. Building on past experience of in-house deterioration modelling and following the principles of the HMEP Toolkit and other lifecycle planning options, current and historic SCANNER and CVI condition data was used to develop local deterioration curves for all carriageway classes. For more information, please go to [Volume 1, section 6](#) or the [Highways Asset Management Strategy](#). Appendix C of this Plan further highlights the factors that are considered for future maintenance, in line with the Code of Practice.

4.4. Road/Rail Incursion

- 4.4.1. Lincolnshire County Council shall work with relevant organisations to identify road/rail interfaces where a risk of incursion of road and pedestrian traffic onto a railway is present.
- 4.4.2. The Council shall ensure that appropriate warning signs on the approaches to road/rail interfaces are placed and maintained such that they are clearly visible to highway users.

5. Asset Management Database

5.1. Management Systems, Recording and Monitoring of Information

- 5.1.1. All records and information maintained by Lincolnshire County Council will be accurate and effectively managed.
- 5.1.2. Various Highway and Transportation Guidance notes (HAT's), Departmental Policy Documents (DPDs) and Good Practice Guidelines detail the internal procedures that will be adhered to ensure the effective management of records relevant to highway maintenance.
- 5.1.3. The QMS (Quality Management System) has been implemented for the effective management of documents and records, which structures areas to complement the layout of Highways organisational structure and contains links to other areas, HATs and DPDs.
- 5.1.4. Lincolnshire County Council has a legal duty to maintain an up to date asset register. This records service requests, complaints, reports or information from users and other third parties. These may require immediate action, special inspection, or influence future inspection or monitoring arrangements. The nature of response, including where no response is required, is recorded. All inspections record as a matter of course: time, weather conditions, any unusual circumstances of the inspection and the person conducting the inspection.
- 5.1.5. The inspection, assessment and recording regime is reviewed at intervals to consider:
- changes in network characteristics and use;
 - completeness and effectiveness of data collected;
 - effectiveness of data analysis; and
 - the need for changes to the inspection regime derived from risk assessment.
- 5.1.6. The frequency of reviews should regard the extent and nature of changing circumstances. Other factors which will influence the frequency of review include the following:
- ensuring compliance with legal obligations;
 - measuring network serviceability and condition performance;
 - seeking continuous improvement; and
 - monitoring service delivery arrangements.
- 5.1.7. Managing the safety and wide range of other risks associated with the delivery of highway infrastructure maintenance requires effective and co-ordinated information systems. The Confirm system includes all user contact information, records of inspection and condition and records of all maintenance activity.

- 5.1.8. The efficiency, accuracy and quality of information and records is crucial both to the effective management of the service.
- 5.1.9. As the Confirm system holds sensitive and/or personally identifiable information, a security minded approach, appropriate to the level of risk, has been adopted in relation to the capture, creation, processing, storage, distribution and use of relevant data and information in accordance with the Data Protection Act. This approach is covered by Lincolnshire County Council's Information Governance Policy.
- 5.1.10. All information obtained from inspections and surveys, together with the nature of response, including nil returns, shall be recorded consistently to facilitate analysis. Such analysis enables the data from inspections and surveys to be reviewed independently, but also in conjunction with other information to enable a holistic view to be taken of likely future maintenance need, asset condition and trends related to network characteristics and use.

5.2. Network Inventory

- 5.2.1. For the purposes of robust asset management, Lincolnshire County Council uses the "Confirm" asset management system as a detailed highway asset register and database to establish a cost effective and adequate maintenance regime. The system is also used to record inventories of asset types for which Lincolnshire County Council has responsibility.
- 5.2.2. The majority of Lincolnshire's highways network assets are recorded in detail and are widely available through the use of the corporate/directorate systems such as "Map Info" Geographical Information System (GIS), Confirm, "MayRise" (street lighting), Structures database, Traffic Signal database and the Traffic Signs database.
- 5.2.3. Definitive maps and statements for Public Rights of Way (PROW) are kept, forming the legal record of the position and status of PROW.

5.3. Information Management

- 5.3.1. The Authority is currently developing a Data Management Strategy, which will outline its approach towards security, reviews and additional information management which keeps records of asset up-to-date and secure.
- 5.3.2. Records of construction and maintenance treatments are kept to inform lifecycle plans. Information on mobile electronic devices used by highways officers in the field is used to support their decision making and reporting of asset condition and defects in real time.
- 5.3.3. Lincolnshire County Council adheres in principle to a series of relevant Standards set out by the British Standards Institution. **BS 1192:2007, PAS 1192-2:2013, PAS 1192-3:2014, BS 1192-4:2014, PAS 1192-5:2015** and **BS 8536-1:2015**.

6. Risk-Based Approach

6.1. Principles and Considerations

- 6.1.1. Management of highway infrastructure maintenance, including setting policy, strategy and levels of service, establishment of inspection and condition assessment regimes, determining priorities and programmes, procuring the service and the management of all associated data and information shall be undertaken against a clear understanding and assessment of the risks and consequences involved.
- 6.1.2. The principle of this Plan is that Lincolnshire County Council has generated a risk-based approach in accordance with local needs (including safety), priorities and affordability. This is consistent with ISO 55000, which states that “asset management translates the organisation’s objectives into asset-related decisions, plans and activities, using a risk based approach.”
- 6.1.3. Lincolnshire County Council has adopted a risk-based approach and a risk management regime for all aspects of highway maintenance policy. This includes investment, setting levels of service, operations, including safety/service and condition inspections, and determining repair priorities and replacement programmes. This approach is undertaken against a clear and comprehensive understanding and assessment of the likelihood of asset failure and the consequences involved.
- 6.1.4. When determining the balance between structural, preventative and reactive maintenance, the principle that “prevention is better than cure” has been adopted.

6.2. Developing the Risk-Based Approach

- 6.2.1. Eight elements are considered key when developing a robust Risk-based Approach. These are evidenced below:

Elements	Lincolnshire County Council Evidence
Alignment with Lincolnshire County Council corporate objectives, legislative requirements, and corporate approach to risk	Lincolnshire County Council continues to adhere to its legal requirements outlined within the various acts shown within Appendix E of this plan, whilst aligning its risk-based approach with its corporate Risk Management Strategy.
An understanding of risk in a highways service	Lincolnshire County Council has taken the necessary steps to fluidly integrate risk-elements within the key facets of the Highways service in terms of defect response, a risk-based inspection regime for all assets and its lifecycle planning based on prioritisation through data-analysis.

Elements	Lincolnshire County Council Evidence
An understanding of the potential risks and their likely significance	The Asset Management Strategy, through the lifecycle planning process, demonstrates a clear understanding of the needs of our assets. Continual data-gathering, risk-based inspections and analysis provides us with an understanding of the risks for each asset, allowing the Highways service to make informed decisions.
An understanding of the various assets comprising the highway network;	Lincolnshire County Council maintains and updates an inventory category through its Asset Management Database system which highlights the function, criticality, sensitivity, characteristics and use of the assets for which it is responsible.
The establishment of hierarchies and levels of service with appropriate funding	Hierarchies have been established and are outlined in Section 4 of this Volume .
The establishment and subsequent implementation of agreed levels of service	The levels of service are outlined in our Highways Asset Management Policy . Its subsequent measures, funding regimes and lifecycle planning are outlined in the Highways Asset Management Strategy . Finally, the operational elements carrying out the levels of service and measures are explained within this Highways Infrastructure Asset Management Plan.
Competencies	Those involved in managing, developing and implementing the risk-based approach must be competent to the satisfaction of Lincolnshire County Council as the Highways Authority. Clear guidance and training is provided to employees including establishment of the risk-based approach itself and practical implementation. Training recognises the possibility of legal challenge to decisions. The Engineering Council, as the UK regulatory body for the engineering profession, sets and maintains standards of professional competence and ethics that govern the award and retention of the titles Chartered Engineers (CEng), Incorporated Engineers (IEng) and Engineering Technicians (EngTech).
Regular evidence-based reviews.	Lincolnshire County Council constantly reviews its data, systems, policies, hierarchies and inspection frequencies to strive towards further efficiencies through the implementation of the risk-based approach. This approach ranges from large-scale data reviews to individual hierarchy changes which will need to be evidenced and logged within the Asset Database.

6.3. Inspections and Surveys

- 6.3.1. Establishment of an effective regime of inspection, survey and recording is the most crucial component of highway infrastructure maintenance. The characteristics of this regime, including types and frequency of inspection, items to be recorded and nature of response have been defined following an assessment of the relative risks associated with potential circumstances of location, agreed level of service and condition. These are set in the context of the Highways Asset Management Strategy.
- 6.3.2. The inspection, survey and recording regime provides the basic information for addressing the core objectives of highway maintenance, namely:
- network safety;
 - network serviceability; and
 - network sustainability.
- 6.3.3. It can provide the basic condition data for the development of maintenance programmes.
- 6.3.4. Every Volume within this Plan will outline its inspection regime for those particular assets, with all various categories of inspection discussed and a risk-based approach to these inspections outlined. Lincolnshire County Council undertakes safety inspections for its various asset groups using a risk based approach where ever reasonably practicable.

6.4. Defect Reporting and Repair

- 6.4.1. All defects observed during safety inspections that provide a risk as defined throughout this document to users are recorded and the level of response determined on the basis of risk assessment. The degree of deficiency in highway elements is crucial in determining the nature and speed of response.
- 6.4.2. Category 1 defects which are considered to require urgent attention shall be corrected or made safe at the time of the inspection, if reasonably practicable. In this context, making safe may constitute displaying warning notices, coning off or fencing off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of inspection, repairs of a permanent or temporary nature shall be carried out as soon as possible. The maximum response times for making safe defects are set out in detail in sections B, C and D of this plan.
- 6.4.3. Category 2 defects that do not represent an immediate or imminent hazard or risk of short term structural deterioration may have future safety implications, although of far less significance than those which are considered to require urgent attention. They are more likely to have serviceability or sustainability implications. If repairs are to be

undertaken these are likely to be within a planned programme of works with their priority determined by risk assessment. Access requirements, other works on the network, traffic levels, and the desirability of minimising traffic management, shall also be considered as part of the response.

6.5. Reporting by the Public

- 6.5.1. Feedback from members of the public is an increasing source of data on the condition of all aspects of the highway network, with the use of smartphones and other personal mobile technology providing details such as location, time and imagery.
- 6.5.2. This source of data is to be used to complement dedicated inspection and survey techniques outlined above.
- 6.5.3. Lincolnshire County Council has a specific Web Portal designed to receive reports from members of the public outlining perceived faults on the highways network. Faults are passed through automatically to the Confirm Asset Management System where they will be investigated by a designated Highways Officer.
- 6.5.4. Members of the public can further report any issues on the highway network through the Council's Customer Service Centre.

7. Financial Management, Priorities and Programming

7.1. Financing of Highway Maintenance

- 7.1.1. Financial constraints, lifecycle planning, making the case for investment and investment strategy are all dealt with in the Highways Asset Management Strategy.

7.2. Priorities and Programming

- 7.2.1. Lincolnshire County Council's highway network will be viewed as a whole when developing priorities, rather than as a series of asset groups such as carriageways, footways, structures, lighting, etc.
- 7.2.2. Lincolnshire County Council shall seek to share and coordinate short and long term programmes of work with others undertaking works on the highway for several years in advance. A prioritised forward works programme for a rolling period of three to five years has been developed and is updated regularly. For more information please go the programming section of each volume.

Highways Infrastructure Asset Management Plan



Volume 1 – Highways

1. Introduction to Volume 1

1.1. Introduction

1.1.1. Volume 1 of the Highway Infrastructure Asset Management Plan covers specific issues and themes regarding highways themselves, and includes the following asset types:

- carriageways;
- footways;
- public rights of way;
- cycle routes;
- highway drainage systems;
- embankments and cuttings;
- landscaped areas and trees;
- fences and barriers;
- traffic signs and bollards; and
- road markings and studs.

1.1.2. The overarching principles and common themes of maintaining highway infrastructure are covered within [Volume 0](#). Asset specific guidance for structures and lighting are covered in [Volume 2](#) and [Volume 3](#) respectively.

2. Legal Framework

2.1. Introduction

2.1.1. General duties and powers are dealt with in [Volume 0](#) of the plan. This section contains information on duties and powers specifically related to highways.

2.2. Highway Specific Legal Considerations

2.2.1. The Highways Act 1980 sets out the main duties of Highway Authorities in England and Wales. In particular, Section 41 imposes a duty to maintain highways maintainable at public expense,

2.2.2. Section 58 provides for a defence against action relating to alleged failure to maintain on grounds that Lincolnshire County Council has taken such care as in all the circumstances was reasonably required to secure that the part of the highway in question was not dangerous for traffic.

2.2.3. Additional Acts relevant to the HIAMP are outlined in [Appendix E](#) of this Plan.

2.3. Winter Service

2.3.1. Details of the Winter Service and its legal requirements undertaken by the Lincolnshire County Council are outlined in a separate document named the [Winter Maintenance Plan](#), approved annually by Members. This document should be read as an annex to the Highways Infrastructure Asset Management Plan.

3. Asset Management Information

3.1. Principles and Considerations

3.1.1. Asset data management is an essential part of the Highways Asset Management Strategy and relies on a specific Asset Management System to enable this. A highway asset management system is essential to deliver an effective and efficient approach to asset management. Lincolnshire County Council currently uses the Confirm Asset Management System to cover all of the asset types outlined in [Section 1.1.1](#), with the actual data collected aligning to the Highways Asset Management Strategy.

3.1.2. The UKPMS (National standard for Pavement System) accredited Confirm Asset Management system consists of a specific asset register and database, outlining details regarding Lincolnshire's carriageways, footways, cycle ways, Structures, Street Lights, Drainage Assets, Traffic Signals and any additional street furniture that is the responsibility of Lincolnshire County Council to maintain.

3.1.3. The Confirm Asset Management System enables Lincolnshire County Council to undertake multiple activities such as:

- Loading network, inventory and condition data, including data collected by:
 - Visual surveys (CVI and DVI);
 - SCANNER and TRACS Type Surveys (TTS);
 - Footway Network Surveys (FNS);
 - SCRIM; and
 - Deflectograph
- Data processing
- Condition reporting Financial reporting to support asset management, including
 - Inventory reports;
 - Accumulated and annual depreciation of carriageways; and
 - Supporting information for footways, cycletracks and paved verges.

3.1.4. HMEP (Highways Maintenance Efficiency Programme) is a sector-led transformation programme. It is designed to maximise returns from highways investment and help to improve efficiency and effectiveness of the local highways sector which it is aimed at. HMEP has developed a series of products to inform highways authorities of examples of best practice and recommendations which should lead to an improved highway

maintenance service and better value for money for taxpayers. Lincolnshire County Council uses these tools of Best Practice to shape its organisation and its methods for delivering the service.

4. Asset Condition

4.1. Introduction

- 4.1.1. This section deals with asset condition for each element of the network and its contribution to safety, serviceability and sustainability. For more information, please go to [Appendix A](#) of this Plan.
- 4.1.2. This section does not deal with the Safety and Service Inspections undertaken by the Highways Service. Lincolnshire County Council undertakes Condition Inspections and Safety/Service Inspections separately. More information on the Safety/Service Inspections can be found in [Section 5 of this Volume](#).

4.2. Principles and Considerations

- 4.2.1. Each element of the network can have different condition requirements, a minimum one to satisfy the need for safety, and higher ones, designed to meet local requirements for serviceability or sustainability, in line with the Highways Asset Management Strategy. A good Asset Management approach will entail both reactive and proactive measures designed to maintain the viability of the network. Our Reactive service, Programming and various safety, service and conditions inspections all serve as an accurate method to maintain a record of the condition of the asset and enables Lincolnshire County Council to accurately plan the best course of action each time.

It is important to recognise that all information recorded, even if not intended for network safety purposes, may have consequential implications for safety.

- 4.2.2. As outlined in [Volume 0, Section 4.1.4](#), the level of customer service is generally more relevant when applied to the whole of the network and it is therefore not dealt with by this plan under each of the individual elements in the following sections.

4.3. Condition Surveys – Carriageways, Footways and Cycle ways

- 4.3.1. The most significant financial investments in highway maintenance will be in repairing, reconditioning and reconstructing carriageways, footways and cycle routes. Condition surveys identify the current condition of the network, and from this condition both long-term and short-term maintenance funding decisions can be made. Repeatable condition surveys allow trend analysis to be used to confirm the original decisions or allow for changes as a result of the changing network condition, and inform lifecycle planning.
- 4.3.2. Frequencies of carriageways/footways/cycleways condition inspections are derived using the principles outlined in [Volume 0, Section 4](#) of this plan (categorising the network into an appropriate hierarchy) and [Section 6](#) (covering risk-based approach for inspections).

4.3.3. There are a number of types of survey, each providing information from a differing perspective, and which in combination can provide a comprehensive picture of the condition of the asset. Lincolnshire county Council undertakes a comprehensive regime of carriageway network level surveys at the following scope and frequencies to assist with:

- Maintenance Scheme Identification and Planning
- Performance Monitoring
- Detailed Scheme Design

4.3.3. The Asset Management Team are responsible for producing plans for the Local Highways Teams showing the results of SCANNER, CVI, Deflectograph, and FNS/DVI surveys to assist them to target and prioritise maintenance in their areas.

Survey method	Scope	Inspection Frequency
SCANNER (Surface Condition Assessment of the National Network of Roads)	Traffic speed surveys that collect data on transverse and longitudinal profiles, texture and cracking of carriageways. SCANNER surveys are mandatory requirement for reporting of Data Topic 130-01 (formerly NI 168/ BVPI 223), "Condition of principal roads" and Data Topic 130-02 (formerly NI 169/BVPI 224a) "Condition of non-principal classified roads". These surveys are undertaken by a specialist vehicle at traffic speed. The information is both reliable and repeatable giving a consistent survey.	100% of the MRN, Hierarchy 1 & 2 Network (and other A & B Road) in a single direction each year 50% of the Hierarchy 3 and Hierarchy 4 Classified Network in a single direction each year. Therefore every road inspection is undertaken bi-annually.
CVI (Coarse Visual Inspection)	CVI is normally carried out from a slow moving vehicle, complemented in some cases with machine measured rut depth data. CVI survey data is collected using UKPMS accredited data capture software. Inspectors are trained in house at Lincs Laboratory in accordance with the UKPMS Visual Survey Manual. All inspectors are accredited.	100% of the MRN, Hierarchy 1 & 2 Network each year 50% of the Hierarchy 3 and Hierarchy 4 Classified Network 25% of the Unclassified Network each year

SCRIM (Sideway-force Coefficient Routine Investigation Machine)	SCRIM results are used to identify lengths of road with poor skidding resistance. SCRIM surveys are carried out in accordance with national good practice.	33% of the MRN, Hierarchy 1 and 2 Network each year
Deflectograph (Structural Condition Surveys)	These surveys measure the structural integrity of the carriageway. The results provide an estimate of its residual life and are a crucial component when assessing structural maintenance requirements.	20% of the MRN, Hierarchy 1 and 2 Network each year
FNS (Footway Network Surveys)	The condition of footways is monitored by means of FNS (Footway Network Surveys) and DVI (Detailed Visual Inspection) surveys and an accredited UKPMS pavement management system.	20% of the Network each year
DVI (Detailed Visual Inspection)	The condition of footways is monitored by means of FNS (Footway Network Surveys) and DVI (Detailed Visual Inspection) surveys and an accredited UKPMS pavement management system.	20% of the Network each year

- 4.3.3. SCANNER surveys process condition information, and were introduced with the aim of providing both reliable and repeatable information, for the assessment of carriageway condition. They can support national requirements for reporting where applicable.
- 4.3.4. CVI surveys are a fast, cost-effective survey that enables authorities to cover large parts of their road network on a regular basis. Rather than recording detailed measurements of individual defects, the survey identifies and categorises lengths of features having generally consistent defectiveness.
- 4.3.5. Network surveys such as SCANNER and CVI provide regular whole network coverage and are used to target more detailed investigations of provisional treatments, using more detailed project level surveys.
- 4.3.6. The maintenance of adequate levels of skidding resistance on carriageways, footways and cycle routes is an important aspect of highway maintenance, and one that contributes significantly to network safety, particularly for cyclists, motorcyclists and equestrians.
- 4.3.7. Lincolnshire County Council undertakes routine skid resistance testing on the Hierarchy MRN, 1 and 2 Network using the SCRIM machine. Surveys are undertaken on a 3 year cycle using the single survey method with benchmark sites. Lincolnshire's Skid Resistance Strategy is published as part of the Asset Management Framework and available on the [County Council's website](#).
- 4.3.8. The Deflectograph is a tool to indicate the structural condition of the whole carriageway, particularly on local authority roads which are not deemed long life. A long life carriageway is defined as a carriageway with over 300mm of bituminous materials and a low deflection.

- 4.3.9. The Footway Network Survey (FNS) is intended to provide a cost effective, efficient and consistent approach to footway surveys, based on a linear basis. The survey is carried out by a single surveyor walking along the footway, referenced to length within a UKPMS section.
- 4.3.10. FNS surveys record defects in four categories:
- As new
 - Aesthetically impaired
 - Functionally impaired
 - Structurally impaired
- 4.3.11. DVI surveys are carried out in 20 metre lengths and records accurately the position and defect type in that area. This gives a much more detailed survey than the FNS. DVI surveys are carried out when more detailed information is required to support and validate a treatment decision or identify a scheme (supplementing the FNS data). Also DVIs are used on a cyclic basis on footway (Hierarchy 1 and 2) in accordance with the requirements of BVPI 187.
- 4.3.12. With trees on the footway, Lincolnshire County Council takes into account local and environmental factors.
- 4.3.13. Securing continuous improvement in the safety and serviceability of cycle routes, in particular network integrity, is a necessary component for encouraging cycling as an alternative to the car.
- 4.3.14. Cycleways are included within the FNS asset database to be condition inspected at the same intervals. This only applies for combined footway/cycleway assets, which signifies the majority of the cycleway network.
- 4.3.15. Specific Cycle track provision within the county has increased significantly since the implementation of the Local Transport Plan through the Community Travel Zone Initiative and Rural Priority Initiative. Therefore the majority of cycling provision is of relatively new stock and maintenance is yet to become a significant issue. However it is recognised that maintenance standards for these facilities will be established quickly in order to provide guidance to local highways staff and to ascertain the financial commitment, in terms of the future maintenance costs.

4.4. Condition Surveys – Additional Assets

4.4.1. Condition of Public Rights of Way

- 4.4.1.1. The condition of Public Rights of Way (PROW) can contribute to the core objectives and to the broader quality of life objectives associated with leisure and recreation.
- 4.4.1.2. The requirements for PROW are determined as part of the Lincolnshire Countryside Access and Rights of Way Improvement Plan (ROWIP), in consultation with the Local Access Forum established by the Countryside and Rights of Way Act 2000. The document is currently undergoing revision. Its original version can be found on the Lincolnshire County Council Website: <https://www.lincolnshire.gov.uk/countryside/public-rights-of-way/countryside-rights-of-way-improvement-plan/120916.article>
- 4.4.1.3. The ROWIP has been implemented under four themes, each with a strategic aim and supporting the wider social objectives of the County Council including the aims of the LTP:
- Sustainable Transport - Strategic Aim to increase the use of the network for sustainable transport and utility trips
 - Health and Well-being - Strategic Aim to make it easier for people to incorporate exercise into their daily lives and lead healthier lifestyles
 - Rural Economy and Tourism - Strategic Aim to support local businesses and tourism through access improvements
 - Social Issues - Strategic Aim to enable more people to enjoy walking and riding
- 4.4.1.4. Lincolnshire County Council Countryside currently utilises the Countryside Access Management System through which it maintains an overview of its assets. It further maintains and updates the Definitive Map and Statement to outline its legal record of public rights of way.
- 4.4.1.5. Countryside follows an Area-based inspection regime (for more information, please go to Section 5.9 of this Volume). It further prioritises schemes and individual pieces of work representing a risk to Health & Safety, using the following methods:

Priority 1	Routes actively promoted by Lincolnshire County Council (e.g. Viking Way, Bridle Trails, Recreational Walk Routes)
Priority 2	Routes that are known to be well used, predominantly close to settlements <u>or</u> routes promoted by other bodies and specifically endorsed by Lincolnshire County Council
Priority 3	All other available routes.

Priority 4	Routes that could only be made available by the significant investment of capital resources or requiring extensive legal work to resolve alignments and obstructions.
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PRIORITY	Rights of Way Act Infringements (Ploughing & Cropping)	Grass Cutting & Vegetation Clearance (Subject to cyclical programme)	Path Furniture Repair and Minor Obstructions	New or Replacement Bridges	Essential Surfacing Works
1	3 Months	2 Months	3 Months	Subject to size, location and resource availability	Works Subject to Finance and Availability of Workforce
2	4 Months	2 Months	6 Months		
3	Works Subject to Finance and Availability of Workforce				
4	Works only to be undertaken when major issues are resolved.				
Any report which is a Health and Safety consideration will be dealt with in a timescale dependent on an appropriate risk analysis					

4.4.1.6. These timescales are for guidance only and there may be times when it may not be possible to meet these service standards. In such instances the County Council will inform respondents as to the reasons why and what action is being taken. One such example could be where a request is made that vegetation and hedging needs clearing from the line of a right of way. Bearing in mind Lincolnshire County Council's obligations concerning protecting biodiversity, stemming from the Natural Environment & Rural Communities Act 2006 and various other wildlife legislation, it may be prudent to defer works until a more appropriate time providing that the route is not wholly obstructed.

4.4.2. *Condition of Highway Drainage Systems*

4.4.3. The Highway Authority are responsible for the maintenance of highway drains i.e. drains which only carry water discharged from footways, access crossings, highway verges and carriageways. Drains which carry other water including foul water may be sewers or combined drains and are the responsibility of the water authority (Anglian Water or Severn Trent Water) or the local District Council. Roadside gullies are maintained by Lincolnshire County Council and are usually cleaned once a year on a targeted approach.

4.4.3.1. Highway drainage condition standards fall into these main categories:

- Grips and ditches - can be obstructed by growth of vegetation or damaged by traffic and animals. Grips and Highway Authority ditches will be cleared of vegetation and dug out when required. Grip clearing will be commenced after the last grass cut and the programme completed if possible before the worse of the winter weather.
- **Gullies and Kerb offlets will be cleared once per year on a cyclic basis.** In most cases the responsibility for maintenance of roadside ditches will rest with the adjoining landowner.
- Piped drainage – includes a wide variety of conduits and filter drains, which may be susceptible to siltation or blockage. Piped drainage, soakaways and associated systems will be checked and flushed if necessary during service inspections and cleared when required.

4.4.3.2. More information on culverts can be found in [Volume 2](#) of this plan.

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

4.4.3.4. Where despite effective maintenance operations, flooding of the highway occurs, with implications for safety or serviceability, relevant warning signs will be placed in position as quickly as possible and users advised through local media. The cause of the flooding shall be determined and addressed as appropriate.

4.4.3.5. The highway may flood if the surrounding land is in flood and there are limitations to the action that can be reasonably taken. If it is subsequently determined that the flooding is attributable to deficiencies in infrastructure or the maintenance regime, given the nature of the weather conditions under which it occurred, then action to permanently relieve the problem shall be considered which may involve consultation with other public bodies and/or third parties. If the event is attributable to the actions of a third party, the matter shall be taken up with them at the earliest opportunity.

4.4.3.6. Ironware comprising covers, gratings, frames and boxes set in carriageways, footways and cycle routes has the potential to compromise safety and serviceability, and in certain cases cause noise and disturbance to local residents. Responsibility for defective ironwork may lie with Utilities.

4.4.3.7. Although responsibility for defective ironwork may lie with Utilities, defects identified during inspection or from users will therefore be formally notified to the Utility with a follow up procedure to ensure that dangerous defects are remedied within the prescribed timescale.

4.4.3.8. The standards outlined below can be varied where necessary to deal with problem locations where more frequent treatment may be required.

Drainage	Type of Cleanse
Gullies	1 clean per annum
Catch-pits	1 clean per annum
Grips	When Required
Offlets	1 clean per annum

4.4.4. *Condition of Embankments and Cuttings*

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

4.4.4.2. The following standards are used for Embankments and Cuttings (Condition Inspections):

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

4.4.4.3. The probability of failure will be affected by soil conditions and drainage. The impact of embankment or cutting failure will generally be high in all situations, but particularly so on important high speed links, or where dwellings could be affected. In such circumstances, the condition of embankments and cuttings shall be subject to a robust regime of inspection.

4.4.4.4. Slips and rock-falls from embankments and cuttings are relatively infrequent but the frequency and severity of such events may be affected by climatic change. The Council has records of relevant locations and has established an inspection and maintenance regime based on a local risk assessment.

4.4.5. *Condition of Landscape Areas and Trees*

- 4.4.5.1. Lincolnshire County Council undertakes regular safety surveys of its highway network to assess the risks posed by trees. This section defines the terms of reference for the safety survey.
- 4.4.5.2. All established trees within the highway are visually inspected as part of condition surveys to identify obvious potential hazards. Surface damage to carriageways, footways and cycle ways, associated with root growth will be recorded as part of Safety and Service Inspections for those elements. More information on those inspections can be found in [Section 5](#) of this Volume.
- 4.4.5.3. Trees on or adjacent to the highway are surveyed using tree management software, trees are only recorded if they meet the following criteria, i.e. they have a stem diameter greater than 300mm, are planted within the highway limits or are within 25m of the highway (private trees) if appropriate the tree is assessed with a system called Quantified Tree Risk Assessment (QTRA). QTRA is a method of quantifying risk associated with tree failure and requires 3 variables in order to make the assessment.
- Size of part likely to fail.
 - Likelihood of failure.
 - What will be hit (Target).

Lincolnshire County Council Officers will QTRA score any privately owned within falling distance of the highway that has an identified defect in the trees condition. An NVQ level 5+ inspector will carry out the assessment.

- 4.4.5.4. The Health and Safety Executive (HSE) states that risk ratings above 1/10,000 are a 'tolerable' level of risk that can be imposed on the public for the wider good, where the risk is As Low As Reasonably Practicable (ALARP).
- 4.4.5.5. Lincolnshire County Council follows exactly the same process for the whole network. However, where the risk score from individual trees is above 1:10,000 the emphasis will be on the collection of highway trees as assets. The potential for private trees to fail onto these routes is the same, however the risk ratings and subsequently the target is expected to be reduced due to infrequent use of these routes (i.e. reduced traffic flows than H1a, H1 & H2 routes).
- 4.4.5.6. Highway trees identified for safety work through the survey will be dealt with through the term contract. For all other LCC trees, a safety report will be sent to the owning department for their attention and action. Private Trees with risk ratings of 1:1 – 1:10,000 will be enforced through letters and ultimately S. 154 notices where appropriate.

- 4.4.5.7. The obstruction of street lighting and traffic signs can be a major safety risk to users. A risk based inspection process has been put in place, which is detailed in [Volume 3](#) of this plan. Trees and other foliage shall be trimmed back to allow the lighting to function and the signs to be legible, while maintaining the shape of the tree wherever possible. During routine night patrols any obstructions should be recorded. More details can be found in [Volume 3](#) of this plan.
- 4.4.5.8. Significant pruning or felling of trees can be the subject of significant local concern and will only be done with specialist advice and support. The relevant District Council will be informed and proposed work discussed prior to work on the highway trees with TPOs and in conservation areas.
- 4.4.5.9. In rural areas work on highway trees will be mainly reactive and limited, other than for safety reasons. Some routine maintenance will be necessary from time to time to maintain the condition of the trees. This will be a matter for local consideration having regard to users and community views.
- 4.4.5.10. In urban areas trees have a significant impact on the local environment, but can cause damage to highways and property if not properly managed. The County Council Arboricultural Officer is co-ordinating a proactive management programme including regular inspections.
- 4.4.5.11. The maintenance of hedges ensures that visibility sight lines and road signs are not obscured this work will mainly be the responsibility of adjoining landowners. Any action taken is in accordance with the requirements of the European Birds Directive (2009) and the Wildlife and Countryside Act (1981), which includes protection for birds, their nests and other relevant legislation. Significant nature conservation benefits will result from this practice. Any trimming is, as far as possible, done in late winter, to avoid the bird-nesting season and to allow birds and mammals the maximum opportunity to take advantage of any fruits or seed present.
- 4.4.5.12. Any proposed tree planting shall conform to the maxim 'The right tree in the right place' and consider proximity to existing or planned street lighting, to minimise the risk of shrouding the street lights, or casting unnecessary shadows on the highway.

4.4.6. *Condition of Verges*

Grass Cutting

- 4.4.6.1. Vegetation on highway verges should not restrict visibility at junctions, access points and bends. Sight lines and minimum stopping distance will be kept clear and signs, lights, and markers posts will not be obstructed.
- 4.4.6.2. Good practice suggests that verge (flail) cuts are undertaken to control the extent of self-set bushes and tree growth. The exception to the above is where Roadside Nature Reserves are established. Lincolnshire has 65 Roadside Nature Reserves, some of which are Sites of Specific Scientific Interests where the flora and fauna are of particular conservation value. Under an agreement with the Lincolnshire Wildlife Trust, the Trust is responsible for all environmental maintenance at these sites, apart from safety mowing.
- 4.4.6.3. Edge maintenance or “siding” of carriageways, footways and cycleway is occasionally necessary to prevent encroachment of grass and reduction of width. This work will be carried out infrequently, preferably during the autumn. On un-kerbed roads, siding will be carried out in advance of footway surface treatment, where necessary.
- 4.4.6.4. This plan provides for flexibility in applying judgement in urban and rural areas, and this shall take account of the character of the area rather than be determined solely by speed limit considerations.

Weed Treatment

- 4.4.6.5. The growth of weeds in footways and cycle routes, hardened verges, central reserves filter drains and along kerb lines may cause structural damage, drainage issues and the general perception of such growth is that it is untidy. In some circumstances weeds have been considered to have implications for pedestrian safety. Weed growth is also a source of significant community interest and service requests. Weed treatment is therefore undertaken according to traffic and pedestrian usage and to a level of usage that takes account of local concerns.
- 4.4.6.6. The Council carries out total weed control operations on areas of paving and hard standings, kerb and channels, back of footway, base of walls and around street furniture. Weed spraying covers a total of 4600 km of kerbs, and is undertaken bi-annually.
- 4.4.6.7. Specialist environmental guidance is adhered to regarding the materials used for weed spraying and the frequency of application, with regards to levels of usage. Noxious weeds shall be dealt with on an ad hoc basis. All weed spraying is carried out in accordance with the Control of Pesticides Regulations 1986. Only approved pesticides are used, these are chemicals listed in the Plant Protection Products (Sustainable Use Regulations) 2012.

4.4.6.8. The most common specified weed under the Weeds Act 1959 is Common Ragwort. Section 14 of the Wildlife and Countryside Protection Act 1981 makes it an offence, liable to a fine, to plant or otherwise cause to grow in the wild, certain specified weeds. It may be a defence to prove that all reasonable steps were taken to prevent the plants growing in the wild. Specified weeds under the Wildlife and Countryside Act 1981 are Giant Hogweed; Himalayan Balsam and Japanese Knotweed.

4.4.6.9. Lincolnshire County Council's policy is to carry out selective weed control operations on rural highway verges to control the growth of injurious, noxious and controlled weeds including other invasive vegetation. It is important to note that The Noxious Weeds Act 1959 does not seek to eradicate ragwort; but only seeks to control it where it poses a high risk to grazing animals and/or feed/forage production and Lincolnshire County Council must take action to control the spread of ragwort.

Verges	Treatment
Grass Cutting	Safety (Rural) Hierarchy 1 – 3 cuts Safety (Rural) Hierarchy 2 & 3 – 3 cuts Safety Hierarchy 4 & 5 – 3 cuts
Weed Treatment	2 treatments a year

4.4.7. *Condition of Non-illuminated Traffic Signs and Bollards*

4.4.7.1. The impact of failure will be greater for regulatory signs than for warning signs, the impact of which will be greater than direction signs. The probability of sign failure is generally low, although it will be higher in areas subject to vandalism. However, the probability of sign illegibility, defectiveness or clutter is much higher.

4.4.7.2. Lincolnshire County Council carries out both general route reviews and specified whole route reviews, reviewing all sign assets on a particular route/area with regard to legality, condition and ownership. Every five years the signing regime for Hierarchy 1, 2 and selected 3 roads will be reviewed to ensure integrity and to remove unnecessary clutter from the network.

4.4.7.3. It is Lincolnshire County Council's policy that smaller Signs would not be replaced unless they were

- Warning (eg Give way , Chevrons)
- Prohibition (eg No entry)
- Regulatory (eg Speed limit /TRO's warning plates)

4.4.7.4. Lincolnshire County Council is responsible for ensuring that any safety issues with regards to any signs are resolved in line with the risk-based response times to reactive maintenance.

- 4.4.7.5. Large Advances Direction Signs (ADS) and other community signs will continue to be replaced if needed depending on work volume and resource capacity.
- 4.4.7.6. Sign cleaning will be undertaken in accordance with schedules and frequencies defined in the Highway Works Term Contract. This entails once a year for the signs on the MRN, Hierarchy 1 and Hierarchy 2 carriageway network and 4 times a year for bollards. All others as required.
- 4.4.7.7. Although in many circumstances illuminated signs are essential, the use of high-reflectivity, non-illuminated signs can bring benefits in terms of sustainability. This shall be a consideration where legally permitted, both for new signs and on replacement, and shall also be considered during any network integrity inspections.
- 4.4.7.8. Heritage signs and milestones will be refurbished or will be replaced with same or similar whenever possible.

Condition Inspection	Frequency
General Condition	Part of the General Highways Inspection
Route Reviews	Every 5 years on MRN, H1, H2 and selected H3 Roads
Cleaning	Once a year for strategic road network (MRN-H1-H2 and 4 times a year for bollards. All others as required. Note: Any faults will be reported including any within 20 m on each side of the road
Replacement and repair of damaged signs and bollards	Respond according to the degree of danger. In extreme cases this would be within 2 hours.

4.4.8. *Condition of Road Markings and Studs*

- 4.4.8.1. The general condition of road markings and studs will be inspected during the annual condition survey by divisional staff. An annual night-time survey to check reflectivity will be undertaken on Hierarchy 1 and 2 roads and some designated hierarchy 3 roads. This survey will be undertaken between November and February and will include non-illuminated bollards.
- 4.4.8.2. Any anomalous results from the above surveys will be referred to Lincolnshire Laboratory where consideration will be given to further investigation. The results of the surveys will be maintained on a Database.
- 4.4.8.3. Road marking will be prioritised for renewal based on the results of the condition inspections.

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

- Stop and Give Way markings shall be replaced within 7 days
- Other Mandatory lines within 14 days
- All other markings and road studs within 28 days of completion of works

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

4.4.8.6. There will be a preference toward bulk changes of road studs on all other routes prioritised in accordance with the condition inspection results. Bulk changes will reflect the type of use of a particular route and will start and finish at salient points on the route (e.g. major junctions). Displaced road studs lying on the carriageway, hard shoulders or lay-bys, and loose studs if considered to be a hazard, are removed immediately if reasonably practicable.

4.4.8.7. A programme of works regarding markings and road studs will be developed, based on needs and priorities. This demonstrates a move towards more programmed and routine maintenance of road studs and markings.

4.4.9. *Condition of Traffic Signals, Pedestrian and Cycle Crossings*

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

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

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

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

4.4.9.4. The following frequencies will be used:

Condition Inspection	Method & Frequency
Scouting for illumination	Covered by Urban Traffic Control and Remote Monitoring Systems
Lamp changing	Bulk change every 12 months

Internal inspections and cleaning	At least annually or additionally when required
Checking of phasing	When a fault is suspected
Checking of alignment	Annually or when a fault is suspected
Mechanism	Annually or when a fault is suspected
External Cleansing	Every 12 months

4.4.10. User and Community Response

- 4.4.10.1. User and community responses can make a significant indirect contribution both to safety and serviceability by ensuring that service requests and complaints are dealt with appropriately and converted into actions. Adequate provision of information will also enable users to obtain better serviceability from the network. Lincolnshire County Council engages with the NHT Public Satisfaction Survey and has robust options for dealing with service requests and complaints involving a dedicated Customer Service Centre and a web portal for online reporting.
- 4.4.10.2. Lincolnshire County Council has attempted to provide clarity and transparency in its policy and approach to repairing potholes. This includes a published policy and details of its implementation, including the prevention, identification, reporting, tracking and repair of potholes. More details can be found on <https://www.lincolnshire.gov.uk/transport-and-roads/strategy-and-policy/documents/131314.article>
- 4.4.10.3. To provide clarity, the Council has adopted dimensional definitions for potholes based on best practice as part of its maintenance policy. LCC's reactive maintenance works based on fixed response times, including those put forward by members of the public, outlined in [Appendix B](#) of this plan.

5. Safety and Service Inspections

5.1. Introduction

- 5.1.1. The general principles to be applied to inspections, assessment and recording are outlined in [Volume 0, Section 5](#) of this plan. This section covers guidance for the Safety and Service inspections relating to highways assets. This section does not include details revolving around condition inspections, which can be found in [Section 4](#) of this Volume
- 5.1.2. In order to satisfy the statutory duties set out in the Highways Act 1980, Lincolnshire County Council has put in place inspections to assess the highway network. The collection of inspection results is managed through the use of Confirm Enterprise Infrastructure Management System using portable tablet computers and handheld devices with global positioning system (GPS).
- 5.1.3. Lincolnshire County Council undertakes Safety and Service inspections to accurately monitor the carriageway and footway network. The inspection schedules are route and area based. Results are uploaded and downloaded within the Confirm Enterprise Infrastructure Management System and stored within the asset management system.

5.2. Safety Inspections – General

- 5.2.1. Safety Inspections are designed to identify defects that are likely to create a safety issue to users of the network. Such defects will be made safe as soon as reasonably practicable, and in any case within the timescales detailed in Appendix B of this Plan.
- 5.2.2. LCC has determined the most appropriate way to undertake inspections in order to clearly observe any defects for each asset type. This may include inspections from a slow moving vehicle or, in busy urban areas, and particularly when inspecting footways, it may be difficult to obtain the necessary level of accuracy from vehicle-based inspections and walking is used.
- 5.2.3. Frequencies of safety inspections are derived using the principles outlined in [Volume 0, Section 4](#) of this plan (categorising the network into an appropriate hierarchy) and [Section 6](#) (covering risk based approach for inspections).
- 5.2.4. Routine Local Highway Inspections comprise of Safety Inspections and Service Inspections. They do not cover the following:
 - Condition inspections such as specialist engineering inspections (including Coarse Visual Inspection and Detailed Visual Inspection), machine inspections (e.g. SCRIM and deflectograph) and the Footway Network Survey

- streetworks inspections (under the New Roads and Street Works Act 1991)
- Structures, Safety Barriers and Traffic Signals inspections
- development control inspections (section 278 & section 36 inspections)
- street lighting (including illuminated signs) inspections
- ad-hoc inspections in response to specific problems or complaints

5.2.5. However defects resulting from any of the above must be reported and dealt with under the appropriate procedure.

5.2.6. All category 2 defects should be identified as much as reasonably possible during the inspection to provide a clear understanding of our assets.

5.2.7. Service Inspections are designed primarily to establish programmes of routine maintenance tasks which, although they may be essential work, do not require urgent execution.

5.3. Highway Network Hierarchy

5.3.1. Each part of the highway network is assigned a hierarchy which relates to its importance for transportation and usage. Footway hierarchies are different from carriageway hierarchies. Therefore most roads have a different hierarchy classification for the carriageway and footway. Where there are (i) carriageways with no footway, or (ii) footways with no carriageway (typically called 'link' footways and usually found in urban areas), there is only one hierarchy classification. Public Rights of Way within built up areas that have been identified as having a metalled surface are categorised as link footways and are assigned the appropriate hierarchy and inspected as an integral part of the network.

5.3.2. The detailed definitions of each hierarchy classification are found within [Volume 0, Section 4](#).

5.4. Inspection Frequencies

5.4.1. The inspection frequencies for Safety and Service inspections are as follows:

Hierarchy Type		Inspections per annum
Carriageway	Footway	
MRN, 1	1	12
2	2	4
3	3 & slabbed/modular 4	4
4, 5, 6	4 (excluding slabbed/modular)	1
7	/	Once every three years
8	/	Once every five years (unmetalled carriageways)

Cycleways	Inspection requirements
Cycle Lane	Include with adjacent carriageway inspections
Cycle Track	As per Type 4 Footway
Shared Cycle/Pedestrian	Include with the adjacent footway inspections

5.4.2. For reasons of route efficiency hierarchy MRN, 1 and 2 carriageway inspections will be Route Based i.e. the inspections will extend across the whole of an Local Highways Managers area and as such the inspecting officer may not be responsible for the routine maintenance requirement of the road (s)he is inspecting.

5.4.3. All other inspections are Area Based i.e. they are a selection of roadway assets within a discrete maintenance area which satisfy the criteria of a given inspection schedule. In normal circumstances the inspecting officer will have routine maintenance responsibilities within the maintenance area. However allocation of available staff resources will mean that this may not always be the case.

5.4.4. Service inspections will be carried as part of the Local Area Inspection for all hierarchies of carriageway and footway, combining with the safety inspections.

5.5. Inspection Schedules

5.5.1. To facilitate the efficient implementation of the inspection regime each roadway asset will be assigned to one of seven inspection schedules. The schedules are based upon the lead hierarchy of each asset which is defined as the higher of the LCC carriageway or

LCC footway hierarchy with both carriageway and footway being inspected at the same time. In Line with the risk-based approach which outlines ‘Where carriageway and footway hierarchies intersect, for example at pelican or zebra crossings, bollards, or other defined crossing points at junctions, the higher inspection frequency takes precedence in determining of inspection frequency, defect definition and responses. This principle also applies to intersections between carriageways and cycle routes and between cycle routes and footways.’

5.5.2. The exceptions to this rule are:

(Ex.1) Hierarchy MRN, 1 and 2 carriageways in rural areas, where the adjacent footway inspection is carried out separately from the carriageway inspection (as referenced to in the schedules below).

(Ex.2) Hierarchy MRN, 1 and 2 carriageways in urban areas on which the adjacent footways have been identified as being impractical to inspect from a vehicle due to obstruction by way of remoteness, difference in level or other physical obstruction along a significant length (as referenced to in the schedules below).

5.5.3. For each of the above categories each footway will be inspected at the correct frequency for its designated hierarchy.

5.5.4. Where sections are identified as being impractical to inspect from a vehicle the inspections will be walked, irrespective of hierarchy.

5.5.5. Explanation of inspection schedules:

Numeric = frequency of inspection (e.g. 12 per annum)

A = Area based

D = Driven

R = Route based

W = Walked

5.5.6. The inspection schedules are tabulated below:

Schedule	Roadway Asset	Hierarchy	Inspection Frequency per annum	Comments
12WA	Footway and Carriageway	MRN/1	12	Includes carriageway adjacent to footway
12DR	Urban & rural carriageway and footway	MRN/1	12	Includes adjacent footways except Ex1 and Ex2
4WA	Footway and Carriageway	2	4	Includes adjacent carriageways except Ex1 and Ex2

4DR	Urban & rural carriageway and footway	2	4	Includes adjacent footways except Ex1& Ex2 above and Schedules 12WA & 4WA
4DA	Carriageway and footway	3	4	Excludes footways identified in Schedules 12WA, 4WA, 12DR and 4DR. Includes hierarchy 4 slabbed/modular footways.
1WA	Footway	4	1	All footways not included in Schedules 12WA, 4WA, 4DR, 4DA and 12DR
1DA	Carriageway and footway	4, 5, 6	1	Excludes footways identified in Schedules 12WA, 4WA and 4DA.
1/3DA	Carriageway	7	Every 3 years	Driven if possible, else walked
1/5WA	Carriageway	8	Every 5 years	

- 5.5.7. If a single section of road is bordered by footway assets which have different hierarchies the highest hierarchy is deemed to apply to all the footways along the section for the purposes of the inspection procedure.
- 5.5.8. The annual programme of inspections should be created to ensure that all assets are inspected at the frequency required and to allow the resource available to respond within the agreed timescale. The schedules which have an inspection frequency greater than 1 per annum are programmed to provide an equal interval between each inspection throughout the year. The pattern of inspections is consistently applied to consecutive years so that the inspection intervals are maintained year on year.
- 5.5.9. Link footways, alleyways and very narrow roads are incorporated into the appropriate schedule.

5.6. Service Inspections - General

- 5.6.1. Lincolnshire County Council undertakes Service Inspections in conjunction with the Safety inspections.
- 5.6.2. Service inspections are strongly focused on ensuring that the network meets the needs of users and provides future scheme identification, to ensure that they meet the levels of service defined within the Asset Management Framework. These surveys are dependent upon the Highways Asset Management Strategy to determine programmes of work.

5.7. Service Inspections for Carriageways, Footways and Cycle Routes

- 5.7.1. Service inspections for carriageways, footways and cycle routes are carried out in conjunction with safety inspections for these assets. These surveys may be undertaken either by slow moving vehicle, on foot or by utilising data such as video depending upon the circumstances.
- 5.7.2. As each carriageway and footway asset is inspected in turn there are different categories of carriageway treatments that can be recommended for it, dependent on which physical features that particular section contains. The available treatment categories are Structural Treatment, Surface & Patching Treatment, Surface Treatment and Edge Treatment.

5.8. Safety and Service inspections of PROW

- 5.8.1. The Countryside team follows an area-based approach towards its inspection regime.
- 5.8.2. The regime follows Countryside Areas A, B, and C, with these areas split up into two, bar one, due to respective size. This equates to 5 area-based inspections. Inspections are undertaken across all priorities of path in set numbers of parishes annually. This equates to 20% of the County network per annum so that after a 5 year period each parish and paths will have been inspected once.
- 5.8.3. As per [Volume 0, Section 4](#) of this plan, where certain PROW are considered part of the footway hierarchy, safety inspections are carried out accordingly.
- 5.8.4. The Inspections will highlight issues, defects and obstructions on the Public Rights of Way whilst providing information on the condition of any known PROW structures.

5.9. Safety and Service Inspections of Landscaped Areas and Trees

- 5.9.1. Lincolnshire County Council is responsible for ensuring that trees outside the highway boundary, but within falling distance, are safe. Section 154 of the Highways Act 1980 empowers Lincolnshire County Council to deal, by notice, with hedges, trees and shrubs growing on adjacent land which overhang the highway, and to recover costs if appropriate.
- 5.9.2. Safety and Service inspections undertaken by our Local Highways Team incorporate highway trees, including those outside but within falling distance of the highway. Gale damage, broken or overhanging limbs and unstable/leaning trunks which endanger the

highway are further included within the Safety inspection, if the inspector judges them to pose a danger to highway users.

- 5.9.3. When the tree is privately owned and safety considerations permit, the owner/occupier shall be informed and given notice to take action within 28 days. If safety considerations do not permit, then appropriate action should be taken to make safe. Follow-up action will be necessary immediately after the 28 days have expired if the owner/occupier does not respond appropriately.
- 5.9.4. Lincolnshire County Council includes some basic arboricultural guidance in training for inspectors but arboricultural specialists advise on the appropriate frequency of inspections and works required for each individual street or mature tree that is considered to hold a high risk to users of the network. A separate programme of safety inspections for all trees, is undertaken by the Council's arboricultural officers. See Condition Surveys [Section 4](#), for more information.
- 5.9.5. Highway trees contribute to amenity and nature conservation and in urban areas can enhance the space between buildings, reinforcing the area's character and appeal. Close co-operation between arboriculturalists, highway engineers, landscape architects and urban designers is essential to preserve and enhance the range and quality of street trees, ensuring that a considered approach has been taken to supporting sufficient species diversity to make the overall town or neighbourhood tree population more robust to the advent of disease and/or more resilient to climate change. Avenues, boulevards, town squares and formal spaces, and informal rural locations all require the application of different planting principles. Trees and planting may reflect the history, architecture and tradition of places. Small pockets of poor quality planting can undermine the quality of the streetscape.
- 5.9.6. Street trees and planting are not appropriate in every instance. Trees and planting should always form part of the overall urban context, and not be added or preserved without question. Trees may be planted where trees have not been planted previously particularly in urban areas that have changed use (e.g. warehousing to residential) or in areas where historically they were considered unworthy of tree planting.

5.10. Safety and Service Inspections of Traffic Signs and Bollards

- 5.10.1. Traffic signs are the most visible elements of the highway network, highly valued by users, and contribute significantly to network serviceability through facilitating efficient and effective use of the network.
- 5.10.2. The Inspections will monitor non-illuminated signs which have fallen into the highway or are in an unsafe condition. This item includes poles which have been damaged or worked loose if they are leaning into the carriageway area. A sign shall be deemed unsafe if half or more of its fastening points have failed and it is visibly capable of being dislodged or moved dangerously by high winds.

- 5.10.3. Traffic signs shall be kept legible, visible and effective as far as possible at all times in relation to the road use and traffic speeds. The defects in the following small signs and bollards shall be considered during the Safety and Service inspections as potential replacement options:
- Warning (eg Give way , Chevrons)
 - Prohibition (eg No entry)
 - Regulatory (eg Speed limit /TRO's warning plates)
- 5.10.4. Any Non-illuminated “stop” signs, “give way” signs, “no entry” signs and “one way” directional signs identified within the inspection should therefore be repaired or replaced in the timescales outlined in Appendix B of this Plan.
- 5.10.5. Any sign or bollard identified as a potential safety issue will be made safe as soon as reasonably practicable. A Large Advanced Direction Signs (ADS) identified as a safety risk will be dealt with as an emergency and made safe. Subsequently it will be put onto a programme to be replaced accordingly.
- 5.10.6. Vegetation potentially obscuring road signs shall be recorded during safety inspections and service inspections of carriageways, footways and cycle routes, and treated accordingly. The level of risk associated with such vegetation may change during periods of maximum growth.
- 5.10.7. Special signing schemes, for example blockwork chevron treatments at roundabouts and traffic calming schemes using special signing may deteriorate more quickly than conventional signing. They are also likely to have been installed to improve network safety.
- 5.10.8. The condition of non-illuminated road signs shall be inspected in daylight, and also at night for degradation of colour, retro-reflectivity, deteriorating fittings, legibility distance, and average surface luminance, after cleaning. The frequency of cleaning required will be influenced by the risk of soiling in local areas.
- 5.10.9. Service inspections shall be used to identify signing that is inappropriate or no longer necessary and may be a distraction to users, or detrimental to the street scene. Such inspection is combined with the condition inspection and will be route-based, where both legality and appropriateness will be assessed, and a decision by our Signs and Lines team will be made whether to remove the sign.

5.11. Safety and Service Inspection of Road Markings and Studs

- 5.11.1. Inspections in respect of wear, spread, colour, skid resistance and retro-reflectivity shall be undertaken for paint markings and for thermoplastic markings, at frequencies determined by local risk assessment. Inspections for reflective conspicuity shall be carried out during the hours of darkness and programmed to enable maintenance

works to be completed before the onset of winter. This is undertaken annually and combined with the condition inspection. For more information see [4.4.7. of Section 4](#)

- 5.11.2. Although the hole left by a dislodged stud is unlikely to quickly enlarge to meet the pothole criteria more than one stud missing in any particular section of road should alert the inspector to the possibility of more failures and trigger a detailed inspection of all studs in that section.

5.12. Service and Safety Inspection of Traffic Signals & Pedestrian/Cycle Crossings

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

- 5.12.2. The Traffic Signals Contractor operates a remote monitoring system which records or reports lamp failures.

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

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

5.13. Regulatory Functions

- 5.13.1. A significant element of the Highway Service comprises regulation and enforcement of activities on or affecting the highway

- 5.13.2. Key Regulatory duties include:

- New Roads and Street Works Act 1991
- Management of Highway Register
- Management of Public Rights of Way
- Dealing with encroachment on the Highway
- Dealing with illegal and unauthorised signs
- Licensing skips, hoardings, temporary closures and other authorised occupation of the highway

- Construction of vehicle crossovers

5.13.3. Although each of these are separate duties, many of them have wider implications for highway maintenance, for example:

- many of these items, for example illegal signs or encroachment, may have the potential to contribute to accidents; and the details of how the occurrence was dealt with (or not dealt with) by Lincolnshire County Council may be a material consideration in legal proceedings; and
- illegal parking on verges and footways, especially by heavy vehicles, could cause considerable damage and where this has occurred it might be relevant to increase inspection frequency and consider new materials or prevention.

5.13.4. A regime of regulatory inspection has been developed on the basis of risk assessment. Further information regarding regulatory functions can be found in our [Network Management Plan](#).

6. Programming and Priorities

6.1. Introduction

6.1.1. The general principles to be applied to programming and priorities are outlined in [Volume 0, Section 7](#) of this plan, with this section relating to highways assets.

6.2. Balancing Priorities by Type

6.2.1. The broad priorities for the respective types of highway maintenance are largely determined by the outcome of safety and service inspections and condition surveys, assessed against local risks and policies. Lincolnshire County Council has established priorities and programmes for each of the following:

- emergency / reactive maintenance – attending to defects and other safety matters that require urgent action arising from inspections or user information;
- planned maintenance – attending to defects and other less urgent matters that may benefit from further planning leading to permanent repairs ;
- programmed maintenance – providing lifecycle / road condition based work streams;
- Cyclic/routine maintenance – providing locally defined levels of service;
- regulatory functions – regulating occupation, interference or obstruction of the network, outlined in our [Network Management Plan](#); and
- Winter Service – providing locally defined levels of service of salting and clearance of ice and snow, outlined in our [Winter Maintenance Plan](#)

6.2.2. The determination of priorities and programmes for items within the categories of regulatory functions and Winter Service tend not to require any special consideration and largely arise out of the design of the services.

6.3. Priorities for Emergency/Reactive Maintenance

6.3.1. Emergency / reactive maintenance involves attending to the rectification of defects and other safety matters that require urgent action arising from inspections or user information in accordance with the locally determined levels of response. Although all such matters will by definition have a degree of urgency, some may have potentially even more serious consequences, and priorities will usually be determined exclusively on the basis of risk assessment. This risk assessment will be based upon our response time risk matrix, outlined in Appendix B of this Plan.

6.3.2. Reports from members of the public provide a source of information on the condition of all aspects of the highway network. This source is used to complement formal inspections and surveys, and this Plan is available publicly to outline the processes and

systems in place. To ensure that suitable communication is provided to contributors to acknowledge receipt of information and provide feedback, the Highways Portal has been implemented allowing fault reporting through the Council's website and the Customer Service Centre provides feedback on enquiries which are all logged on the Confirm asset management system.

- 6.3.3. The option selected, together with relevant follow up, will largely be determined by operational practicalities and also whether the site is already part of a programme for more comprehensive treatment, in which case a temporary repair may be an appropriate course of action.
- 6.3.4. Consideration will be given to one of the following
 - Sign and make safe
 - Carry out initial temporary repair
 - Effect a permanent repair
- 6.3.5. Lincolnshire County Council shall adopt permanent repairs as the first choice. Temporary repairs shall only be used where safety cannot be managed using alternative approaches and in emergency circumstances.

6.4. Priorities for Planned & Programmed Maintenance

- 6.4.1. There is a presumption that a programmed maintenance regime will provide lower whole life costs than one based upon a reactive approach. Lincolnshire County Council therefore employs systems that enable a data-led approach to the targeting of structural maintenance.
- 6.4.2. The updated PMS system provides UKPMS outputs from CVI and DVI inspections. Combined with results of other surveys such as deflectograph, SCRIM and local Safety & Service inspections enable informed decisions to be made in respect of planned maintenance programmes and treatments.
- 6.4.3. As mentioned in Volume 0, current and historic SCANNER and CVI condition data has been used to develop local deterioration curves for all carriageway classes, as part of our lifecycle planning development. This historic data was also used to determine the effectiveness of maintenance works carried out (i.e. scheme efficiency) for various treatment types. In combination with current treatment cost information used in DRC calculations, future carriageway surface condition by road classification was predicted for a number of treatment and budget scenarios. Strategic analysis is continuously being carried out on these scenarios to determine the most efficient maintenance strategy with current funding. These scenarios inform the targets included in Lincolnshire's Asset Management Strategy.

6.4.4. Programmed Maintenance within Lincolnshire County Council Asset Management can be divided up into the following types of work:

- Surfacing (reconstruction)
- Patching
- Surface Dressing and Slurry Sealing
- Minor Works

6.4.5. For scheme identification and prioritisation on the Classified Road Network (MRN, H1, H2, H3 and H4) a Lincolnshire Condition Indicator (LCI) has been developed which utilises a combined CVI and SCANNER indicator to give an overview of the surface condition of the network. A large number of potential schemes have been identified based on a visual assessment of the condition information. All available condition data including SCANNER, CVI, Residual Life from Deflectograph surveys and SCRIM that is held in Confirm is queried using the existing mapping tools to prioritise schemes and identify suitable treatments based upon an established set of "Rules and Parameters"

6.4.6. The maintenance schemes for carriageways are identified using the following stages:

- The information obtained from condition surveys is processed by the Lincolnshire Condition Indicator system to establish an indicative programme with process outlined in 6.4.5. ;
- The indicative 3 year programme for individual hierarchies should then be developed into individual schemes that meet the levels of service in the Highways Asset Management Strategy. The schemes may then be prioritised using a process of Value Management. Schemes are not necessarily be prioritised on the basis of 'worst first' as this is unlikely to provide the best value for money in terms of whole life cost.

6.4.7. The list of schemes developed is provided to the County Councils asset management engineers who undertake further investigation and assessment to refine the details of the scheme and develop the detailed treatment schedules for the works taking into account the following Value Management:

- Whole Life Costs
- Network management Considerations
- Buildability
- The Budget Available
- Risk

6.4.8. The data alongside engineering expertise generates a five-year programme of major structural maintenance schemes for the principal road network (MRN, H1 & H2), which is updated annually on the basis of latest survey data.

- 6.4.9. The LCI generates a three-year indicative programme for the surface maintenance schemes H3 and H4 carriageway network, with an annual works programme for the schemes of work outlined, approved and put on the Lincolnshire County Council website: <https://www.lincolnshire.gov.uk/transport-and-roads/highways-maintenance/highways-works-programmes/130284.article>
- 6.4.10. For the Unclassified Network (H5, H6, H7 and H8), schemes are determined using a combination of CVI data maps and the priorities of Local Highway Managers. They are provided with detailed maps showing the results of CVI and DVI surveys. These combined with annual local Safety & Service inspections undertaken by the Local Highways teams enable effective planning of maintenance programmes.
- 6.4.11. Further elements included in determining the prioritised list shall be clusters of enquiries highlighted by members of the public regarding surface defects, location to generate linked work schemes to improve efficiency.
- 6.4.12. Surface Dressing will be linked with this approach, as well as aligning itself with patching works around the county and any local safety issues regarding skidding resistance. All surface dressing schemes will take into account lifecycle planning, with SCRIM surveys and PRN data guiding prioritisation. Routine Surface Dressing programmes of work are further based upon the results of local inspections and reports from CVI surveys and facilitated by Local Highway Managers.
- 6.4.13. Footways and cycleways undergo a similar scheme prioritisation process, with the data from the FNS (Footway Network Survey) collated and processed appropriately. The prioritisation process demonstrates an area-based approach towards micro-asphalt slurry sealing of footways. The Local Highways Managers will further highlight priorities for their respective areas to be included within the upcoming works programmes.
- 6.4.14. A 3 yearly indicative programme of schemes will be generated highlighting priorities, with an annual fixed programme outlined, approved and made publicly available.
- 6.4.15. Budget disaggregation to Asset Managers is also based upon the visual survey data output to ensure that available funding is correctly apportioned. Maintenance funding for other none routine elements of the network such as signs, lighting columns etc. are based upon inventory counts.
- 6.4.16. Programmed maintenance seeks to minimise cost over time and to add community value to the network or to the environment. It can also be for safety purposes by, for example, improving skidding resistance or contributing to serviceability by, for example, improving ride quality.
- 6.4.17. As demonstrated in this section, Lincolnshire County Council has developed priorities and programmes for the structure, surface and edge of carriageways, footways and

cycle routes, using data such as age, condition, hierarchy, location and lifecycle planning.

- 6.4.18. Programmed maintenance schemes may be more expensive than routine or reactive treatments in initial cost, but should be designed to have a lower whole life cost, therefore providing value for money. The determination of priorities between competing schemes is based more objectively utilising robust Value management. Quarterly Value Management sessions are formalised to ensure this approach towards Programmed maintenance.

6.5. Priorities for Routine Maintenance

- 6.5.1. Routine maintenance is primarily for the purpose of providing defined levels of network serviceability, maximising availability, reliability, integrity and quality. The priorities and programmes are determined largely, but not exclusively, from non-urgent defects identified during service inspections together with items from safety inspections not requiring urgent attention and user requests.
- 6.5.2. Priorities and programmes have been defined for all routine maintenance categories based on the Highways Asset Management Strategy. Routine maintenance for each category may be undertaken separately, according to the frequency defined in each case, but it will usually be more efficient to combine a number of operations into a co-ordinated programme. Consideration shall be given to co-ordination with other related street activities.
- 6.5.3. The results of safety inspections identifying non-urgent works, condition surveys and customer requests may also generate routine works programmes.
- 6.5.4. Lincolnshire County Council undertakes numerous forms of cyclic and/or routine maintenance -
- drainage systems – cleansing and repair;
 - embankments and cuttings – drainage and stability;
 - landscaped areas and trees – management;
 - verges – grass cutting;
 - fences and barriers – tensioning and repair;
 - traffic signs and bollards – cleansing and repair; and
 - road markings and studs – replacement.
 - Weed Spraying

- 6.5.5. Routine maintenance standards for cyclic works such as drainage cleansing, grass cutting, tree management and sign cleaning are defined in Section 4 of this Volume. For fences and barriers, please refer to [Volume 2 Structures](#).
- 6.5.6. Timing of such cyclic works can be dependent upon various factors such as time of year or weather conditions. Asset management ensures that all cyclic work is structured so that a consistent approach to this type of work and effective service delivery is maintained.

6.6. Value Engineering & Treatment Best-Practice

- 6.6.1. Lincolnshire County Council adheres to the second stage of the Value Management process that is conducted on an individual scheme, to optimise both the design and construction phases. In principle, it reduces the risk associated with unforeseen issues at the time of scheme development.
- 6.6.2. Lincolnshire County Council utilises the Lincolnshire County Council's Maintenance Design Manual, outlined by expert Lincolnshire designers based on recognised best practice, as its starting point for design. The Maintenance Design Manual deals with the design element of non-cyclic works. The manual has been prepared to ensure uniform, economic designs are produced throughout the county and utilises the results of research carried out both nationally and locally.
- 6.6.3. It further follows the guidance documents set by the Road Surface Treatments Association (RSTA) that aim to raise awareness of the range and benefits of road surface treatments, and to encourage product and process innovation. Many of these have been produced in conjunction with the ADEPT Soils and Materials Design Group, and cover topics including service lives, surface dressing, innovative patching products and systems, high friction surfacing, structural road recycling, crack sealing and slurry surfacing, geosynthetics and steel meshes, asphalt preservation systems, grouted macadam, retexturing and ironwork installation.
- 6.6.4. In terms of Surface Dressing, Lincolnshire County Council adheres to Transport Research Laboratory's Road Note 39 which sets out Best-Practice when considering surface dressing programmes.

Highways Infrastructure Asset Management Plan



Volume 2 – Structures

1. Introduction to Volume 2

1.1. Introduction

- 1.1.1. Volume 2 of the Highways Infrastructure Asset Management deals with the highway structures associated with the adopted road network which meets the dimensional criteria, in line with Part C of the Well-Managed Highways Infrastructure Code of Practice. In addition, the general principles apply to structures associated with all other highways that are used by the public, e.g. segregated footpaths and cycle routes, and the Public Right of Way network.
- 1.1.2. Highway Structures include Culverts, Bridges, Footbridges, Retaining Walls, Subways and Overhead Gantries. There are 3961 structures in Lincolnshire that are the responsibility of Lincolnshire County Council including 1516 bridges (over 1.5m span), 2163 culverts, 12 Subways, 126 Highway footbridges and 144 recorded retaining walls. In addition there are a further 1780 privately owned structures, carrying County roads. The main owners of these are Network Rail, Rail Property, the Environment Agency and various Internal Drainage Boards.
- 1.1.3. Some two thirds (66%) of the County's bridges are situated on minor (C class or unclassified) roads, with 22% on Principal Roads (A class) and the remaining 12% on B roads. Approximately 60% of the bridge stock was built prior to 1922. A high proportion of the bridges and culverts in Lincolnshire consist of brick arches, many in excess of 100 years old.
- 1.1.4. The overarching principles and common themes of maintaining highway infrastructure are covered within [Volume 0](#). Asset specific guidance for highways and lighting are covered in [Volume 1](#) and [Volume 3](#) respectively.
- 1.1.5. Highway structures represent a significant investment, with most being publicly owned and many being prominent features in the local environment. In Lincolnshire, as in the entirety of the UK, the management of highway structures is undertaken by a variety of owners/agencies.

2. Legal Framework

2.1. Statutory Obligations

- 2.1.1. General duties and powers are dealt with in [Volume 0](#) of this HIAMP. All relevant legislation on Highways Structures is mentioned in [Appendix E](#) of the Plan.

3. Asset Management Information

3.1. Introduction

- 3.1.1. Asset data management and its systems are dealt with by the UKRLG Highway Infrastructure Asset Management Guidance (HIAMG), Part B and Part C.
- 3.1.2. Lincolnshire County Council Highways operates with the Asset Management System Confirm, which among other assets, stores all Structures.

3.2. Principles and Considerations

- 3.2.1. The Confirm asset management system supports the following list of functions with regards to Structures assets.
- collection, storage and retrieval of inventory data and condition data;
 - works management and prioritisation;
 - asset valuation – both gross replacement and depreciated replacement cost to support Whole of Government Accounting requirements;
 - deterioration modelling and life cycle planning; and
 - Aid in Management and storage, in electronic format, of drawings, photographs and reports.

3.3. Management of Asset Information

- 3.3.1. Data entry for Inspections, mostly for General Inspections is combined with the identification of needs in order to produce a more time and cost-efficient approach. The highway structures stock is divided into groups and sub-groups: Bridges, Culverts, Retaining Walls, Safety Barriers and Fences, Signal Gantries, Structures, PROW and a drainage group. These groups have similar deterioration characteristics and maintenance.
- 3.3.2. The extent of data held by Lincolnshire County Council can be summarised by the following, by no means exhaustive list: Basic inventory data (the basic data and

information on the stock of highway structures in terms of descriptive parameters), Condition data, Structural Assessment & Review data and a Health and Safety File.

- 3.3.3. General and Principal Inspections provide the majority of condition data. These are supplemented by Special Inspections, testing and monitoring, as appropriate, where the data sought is often focussed on a particular part of the structure or aspect of performance. More information on the various types of inspections can be found in [Section 5 of Volume 2](#).
- 3.3.4. Condition data from previous inspections is retained as the evolution of this data over time, which gives a clear indication of the rate of deterioration and residual service life. This data is used to estimate deterioration rates for different element and structure types which may be utilised to develop lifecycle plans.

4. Asset Condition and Investigatory Levels

4.1. Introduction

- 4.1.1. Lincolnshire County Council, as a Highways Authority, is responsible for the construction, maintenance and repair of highway structures owned by the authority. This section will focus on the design and construction element of Lincolnshire County Council's responsibilities.
- 4.1.2. All Design specifics for small-scale structures have been defined in the Lincolnshire County Council's Maintenance Design Manual (MDM), Section 12.
- 4.1.3. All maintenance work should preferably be designed to current standards, although there may be situations where lesser standards are acceptable, e.g. repair of part of an element, repair of accident damage. Each case should be considered on its merits.
- 4.1.4. The design life for adoptable highway structures is 120 years and technical design standards produced by the Department of Environment and Economy are intended to achieve this.
- 4.1.5. The Design Manual for Roads and Bridges (DMRB) and the Manual of Contract Documents for Highway Works (MCHW) are maintained by Highways England on behalf of all Overseeing Organisations (the national highway / roads authorities in England, Scotland, Wales and Northern Ireland).
- 4.1.6. The DMRB provides detailed guidance in the form of standards (BDs) and advice notes (BAs) for most aspects of highway structure design and assessment. The guidance includes criteria for structural loading, analysis, material properties, element design or assessment, in addition to geometrical requirements and best practice for design for durability. Lincolnshire County Council's own MDM takes note of these standards and integrates them into their service standards.

- 4.1.7. All structural design and assessment are subject to a formal Technical Approval procedure.
- 4.1.8. Departures from DMRB standards are carefully recorded to enable an audit trail for certification by Lincolnshire County Council through a standard departure form.
- 4.1.9. The Eurocodes are a series of European Standards developed by the European Committee for Standardisation, to provide a common approach for the design of buildings and other civil engineering works and construction products. The Eurocodes have replaced national codes that were previously published by national standard bodies and have become mandatory for European publicly funded works. As with other European standards, the Eurocodes will be used in public procurement.
- 4.1.10. Changes in demand in the future may alter how a structure should be managed. The prediction of future demand on highway structures should align with the network demands and are likely to include changes in vehicle weight, height and width, and traffic volume. Future demands can be predicted using available data, historical trends, and local factors.

4.2. Resilience Requirements

- 4.2.1. The principles of resilience for highway infrastructure shall be dealt with it in the Resilient Network Plan, which outlines how Lincolnshire County Council maintains a resilient network during adverse weather events and other emergency situations. This document, among other things, will outline contingency plans generated for structural failure caused by extreme weather events. This document is currently in development and will be published October 2018.
- 4.2.2. For the purposes of this plan, it is important to highlight that inspections, overall maintenance of structures and fixed design standards ensure a robust approach which minimises risk of structural failure. Failure is defined as the inability of a structure, or one of its primary load-carrying components, to perform its intended function of being safe for use and fit for purpose.
- 4.2.3. For more information on Inspections and maintenance, please go to [Section 5 of Volume 2](#).

4.3. Interaction with Other Owners and Third Parties

- 4.3.1. The Structures Manager shall work with other owners and third parties in order to maintain the safe operation of the public highway and to carry out maintenance work.

4.3.2. Lincolnshire County Council may carry out the following activities on Third Party Structures:

- Clearing vegetation for General Inspections
- Clearing obstructions to prevent immediate flooding
- Carrying out General Inspections and reporting safety issues to owner
- Carrying out accident damage procedures that includes:
 - Operating a recoverable works system
 - Signing and guarding
 - Special inspections, excluding preparing cost estimates.
 - Reporting the inspection results and recommendations to the owner
 - Invoicing the owner for costs incurred by the County Council

4.3.3. Lincolnshire County Council is not responsible for any Trunk Road structure. Trunk Road structures are managed by Highways England or their agents. In the case of Network Rail structures the General Inspection will specifically exclude inspection from land owned by Network Rail.

5. Inspection, Assessment and Recording

5.1. Introduction

5.1.1. The general principles to be applied to inspections, assessment and recording are outlined in [Volume 0](#) of this HIAMP. This section covers guidance for each category of inspection relating to structures.

5.1.2. Inspection, testing and monitoring shall be used to:

- provide data on the current condition, performance and environment of a structure. The data enables the Structures Manager to assess if a highway structure is currently safe for use and fit for purpose, and provides sufficient data for actions to be planned where structures do not meet these requirements;
- inform analyses, assessments and processes. The outputs inform asset management planning and enable cost effective plans, which deliver the agreed levels of service; and
- compile, verify and maintain inventory data

5.1.3. The Inspection Manual for Highway Structures (Volumes 1 and 2) was commissioned by Highways England and published in May 2007 and is utilised for Lincolnshire County Council's Inspection regimes.

- 5.1.4. Structures Inspections can be divided up into three different inspection types: General Inspections, Principal inspections and Special inspections.

General Inspection

- 5.1.5. General Inspections comprise a visual inspection of all parts of the structure (that can be inspected without the need for special access or traffic management arrangements) and, where relevant to the behaviour or stability of the structure will include an inspection of the adjacent earthworks or waterways.

Principal Inspection

- 5.1.6. Principal Inspections comprise a close examination, within touching distance, of all accessible parts of a structure, including, where relevant, underwater parts and adjacent earthworks and waterways, utilising suitable access and/or traffic management works as necessary. Closed circuit television and high resolution digital photography/video may be used for areas of difficult or dangerous access, e.g. obscured parts of a structure, confined spaces and underwater inspections.

- 5.1.7. A Principal Inspection will establish:

- the scope and urgency of any remedial or other actions required before the next inspection;
- the need for a Special Inspection and/or additional investigations; and
- the accuracy of the main information on the structure held in the inventory.

- 5.1.8. Both Principal and General Inspections will be of sufficient scope and quality to determine:

- the condition of all parts of the structure;
- the extent of any significant change or deterioration since the last Inspection; and
- any information relevant to the stability of the structure and/or continued use in service and safety.

Special Inspection

- 5.1.9. There are occasions when a more specific inspection, concentrating on the condition of particular parts of the structure, is required. This is known as a Special Inspection. The need for a Special Inspection normally arises due to specific circumstances or following certain events.

Acceptance Inspection

- 5.1.10. The need for an Acceptance Inspection should be considered when there is a changeover of responsibility for the operation, maintenance and safety of a structure

from one party to another. The Acceptance Inspection is normally carried out by the party taking over responsibility but who may be accompanied by the other party to facilitate agreement.

5.2. Inspection Regime

5.2.1. Summary of Inspection Cycles

Structure Type	Inspection Type	Classification	Cycle
Culverts	General	Brick or Reinforced Concrete	2 yrs
Culverts	General	Corrugated Steel or Concrete Pipes	6 yrs
Bridges & Miscellaneous	General	All	2 yrs
Bridges & Miscellaneous	Principal	Span >5m	6 yrs
Bridges & Miscellaneous	Principal	Span < 5m	Subject to risk assessment
Retaining Wall	General	Ret Ht >3m	2 yrs
Retaining Wall	General	Ret Ht >1.37m	6 yrs

Notes:-

(1) Refer to [Appendix D](#) for Type of Structure definitions

(2) Structures on the Public Rights of Way (PROW) network will be subject to an independent inspection and recording regime.

5.2.2. Lincolnshire County Council carries out routine surveillance as part of the regular Highway Safety Inspections. We will inspect the surface over highway bridges, footbridges and through subways at regular intervals to identify any potential trips.

5.2.3. Structures inspections exclude all drainage that is defined as a pipe with a diameter or span less than 600mm.

5.2.4. Lincolnshire County Council carries out General Inspections on Third Party structures as a duty of care to protect the safety of the general public and road users.

- 5.2.5. Lincolnshire County Council carries out General Inspections of all structures that carry or support County Maintained Highway or Highway footpaths. General Inspections are also carried out on structures with spans 5m or greater carrying Public Right of Ways. The Structures Team shall also note significant potential trips on the walking surface of bridges, footbridges and subways. The steps and ramps leading to subways are an extension of the walking surface.
- 5.2.6. Retaining walls will receive General Inspections every 6 years, unless greater in height than 3m, in which case they will be inspected every 2 years. No Principal Inspections are carried out on retaining walls.
- 5.2.7. The frequency of General Inspections will be every 2 years. For Public Rights of Way footbridges over 5m span General Inspection interval is 6 years, and Public Rights of Way bridges between 5 and 10m span receive a Principal Inspection at 6 yearly intervals (instead of General Inspection).
- 5.2.8. Countryside Staff will have sole responsibility for carrying out inspections to structures with spans less than 5m carrying Public Rights of Way. The frequency of inspection of structures on Public Rights of Ways is every 2 years on sign posted paths and 3 years on every other path.
- 5.2.9. The Structures Team carry out all General Inspections and Principal Inspections of all County owned structures (that are eligible*) that carry or support County Maintained Highway and Highway footpaths.
- * Structures with spans less than 5m will receive a risk assessment to determine the requirement for a Principal Inspection. In many cases a General Inspection every 2 years will be more than adequate.*
- 5.2.10. The approach to risk based inspection intervals taken within Lincolnshire is that, in most cases, General Inspections will occur every 2 years, and where the structure qualifies for a Principal Inspection it will take place every 6 years. This approach presents a regularity of inspection interval and record keeping which reduces risk to the authority.
- 5.2.11. There may be circumstances in which a Principal Inspection interval is reassessed depending on other information available to the Structures Team at the time (i.e. available records from third parties such as NR or CRT).
- 5.2.12. According to 'Well Managed Highway Infrastructure: A Code of Practice' (Oct 2016), culverts < than 1.5m span are no longer defined as structures. However, within Lincolnshire, the view is that this asset will continue to need to be managed. A risk-based decision has been taken to reduce the General Inspection interval for concrete pipes and corrugated steel pipes between 0.6m and 1.5m diameter to 6 yearly.

5.2.13. The Structures Team will carry out or organise **Special Inspections** that fall into three distinct categories:

Routine Diving Inspections

5.2.14. The Structures Team carry out risk assessments of structures susceptible to the effects of scour based on local knowledge of the form of bridge construction, soils, foundation type, risk of flash flooding, tidal waters, etc. Diving inspections are categorised into two groups according to the risk and different frequency of inspections allocated. Only a limited number of structures known to be at risk or likely to be at risk are targeted. Diving inspections are carried out by commercial divers under contracts awarded by competitive tender.

5.2.15. The current policy is to carry out a small number of diving inspections every year, with structures inspected at intervals determined by perceived risk of scour. A small number of bridges are inspected annually, generating two to four year cycles for inspection.

5.2.16. The Structures Team utilises Sonar technology to inspect the Trent Bridge in Gainsborough annually, instead of Diving inspections, which reduces the risk taken by inspectors and increases the amount of data that can be picked up during an inspection. Lincolnshire County Council continues to explore options to increase the utility of sonar technology within its inspection regime, keeping into account risk, suitability, safety, and the cost of such an enterprise.

Routine Monitoring

5.2.17. The Structures Team will carry out monitoring of structures where movement or scour may lead to failure of a structural element. In addition, those bridges which have failed a bridge assessment but have not been weight restricted are assigned a monitoring frequency of 3, 6 or 12 months, depending upon the degree of concern or risk.

Special Inspections not part of the routine inspection programme

5.2.18. The Structures team shall carry out special inspections:

- To investigate a specific problem as a follow up to a previous inspection
- If settlement or rotation is reported
- After flooding of abnormally high water flows where a problem is anticipated
- After a major accident or incident
- In response to safety concerns by individuals or representative bodies

5.2.19. **Acceptance Inspections** on new, existing and concession structures include the following, as appropriate.

- Handover of a new structure:

- o An Acceptance Inspection should be undertaken for new structures about one month before the issue of the completion documentation or opening to traffic. A Principal Inspection is used for this purpose.
 - Transfer of an existing structure:
 - o An Acceptance Inspection should be undertaken prior to an authority taking over responsibility of an existing structure. A Principal Inspection should be carried out as part of the Acceptance Inspection unless the results of a recent Principal Inspection are deemed to be relevant and sufficient.
- 5.2.20. The arrangements of an Acceptance inspection shall be integrated within the section 38 and 278 processes regarding adoption of roads and any potential improvement works to be undertaken on developments.

5.3. Safety and Service Inspection of Fences and Barriers

- 5.3.1. Steel and wire road restraint systems shall be inspected at intervals determined through risk assessment in respect of mounting height, surface protective treatment and structural condition, to ensure that they remain fit for purpose. Tensioning bolts of tensioned safety fences should be checked and reset to correct torque at intervals determined by risk assessment. Safety barriers adjacent to bridges shall be inspected as part of the highway asset, as well as part of General and Principal Inspections for structures.
- 5.3.2. Pedestrian safety fences, boundary fences and environmental barriers for which Lincolnshire County Council is responsible, shall also be inspected in respect of integrity, and where appropriate stock proof qualities, during the course of service inspections of carriageways, footways and cycle routes. These inspections are undertaken as part of the Local Highways Teams duties and more information on their inspection frequencies can be found in [Volume 1, Section 4](#) and [5](#) of this Plan.
- 5.3.3. Vehicle restraint systems are inspected in accordance with Lincolnshire County Council's strategy based upon the UKRLG/DfT October 2011 document – Provision of Road Restraint Systems for Local Authorities.
- 5.3.4. Safety barriers and fences adjacent to railway lines shall be inspected irrespective of liability.

5.4. Condition of Fences and Barriers

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

4.4.10.4. All high risk situations are subject to a robust inspection regime with a commensurate high level of condition. Road restraint systems are maintained in a sufficiently sound structural condition to serve their function and not be dangerous to road users or pedestrians.

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

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

Steal Beam Safety Fence	Inspection every five years for mounting height, surface protective treatment and structural condition.
Tensioned Safety Fence	Tensioning bolts should be checked and reset to correct torque every two years.

5.5. Competence and Training

5.5.1. A programme of Continuing Professional Development (CPD) and training for Structures Managers, engineers, inspectors and other staff shall be provided to enable them to understand and implement the processes described within the HIAMP.

5.5.2. New members of staff are encouraged to participate in the Bridge Inspector Certification Scheme, where they will be provided with specific training on all elements of structure inspections, including sampling and testing.

5.5.3. The Structures team further enables members of staff to complete further education up to degree level and participate in the company approved training scheme (approved by the Institution of Civil Engineers) up to Incorporated Engineer and where possible Chartered Engineer status.

5.6. Structural Reviews

5.6.1. The future management of highway structures should include a regime of ongoing structural reviews to ascertain their adequacy to support imposed loads. Such reviews should be undertaken when significant events occur that could increase the imposed loads above those previously assessed for and/or reduce the load bearing capacity of structures. A structural review should be undertaken, for example, when one or more of the following conditions or events occur:

- the structures are known or suspected to have load bearing capacities below those deemed to be appropriate for the class of highway supported;
- there is a significant change in the regulations governing the configurations and weight limits of vehicles which may use the relevant highway. The impact of such changes would generally have been assessed by the Department for Transport or Highways England and guidelines issued to authorities on the actions to be taken;
- the hierarchy of the road carried by the structure has changed or is proposed to be changed. The change may modify the density and type of traffic carried resulting in a change to the 'loading class' defined in BD21 The Assessment of Highway Bridges and Structures;
- records of the original design or subsequent assessment do not exist or have become discredited;
- the structure has been modified or is proposed to be modified;
- the structure is on a route proposed for an abnormal load movement, either a Special Order vehicle or an un-common STGO vehicle, for which the structure has not been previously assessed;
- significant deterioration or damage has been identified by an inspection. Conditions considered would include those found in structures such as arches which may be susceptible to changing condition factors.

5.5.2 Structural reviews are recommended to follow alternate Principal Inspections when these are done at the frequency included in the Inspection Manual for Highway Structures. Lincolnshire County Council will undertake Structural Reviews every two Principal Inspections. Where appropriate, a structural review may result in the need for a full structural bridge assessment.

6. Programming and Priorities

6.1. Introduction

6.1.1. Programming and priorities are dealt with in the UKRLG Highway Infrastructure Asset Management Guidance (HIAMG), Part B. The general principles to be applied to programming and priorities are outlined in [Volume 0](#) of this Code, with this section covering guidance relating to structures.

6.1.2. The maintenance planning and management process enables the Structures Manager to deliver Lincolnshire County Council's long term goals and objectives by developing maintenance plans that align with and provide detail to the work volumes and phasing identified in the Asset Management Framework.

6.2. Classification of Works

6.2.1. Three classifications have been made to describe the current operational standard for Structures:

- Routine Maintenance
- Reactive Maintenance
- Programmed Major Maintenance

6.3. Routine Maintenance

6.3.1. Lincolnshire County Council has established an appropriate routine maintenance regime for highway structures. In doing so particular consideration is given to the following points:

- Planned routine electrical, hydraulic and mechanical maintenance of moving bridges, carried out by specialist contractors. This is a significant commitment and undertaking for the Cross Keys Swing Bridge.
- Planned routine electrical and mechanical maintenance of pumps used to drain subways, carried out by specialist contractors.
- Minor maintenance is carried out by the Term Service contractor's 2 maintenance gangs for small Structures and safety fence items generated by bridge inspections and third party reports.

6.4. Reactive Maintenance

6.4.1. Lincolnshire County Council will reactively respond to any defects on its network, in accordance with its designated response times. Defects will usually be passed on to the Structures team in two ways: through inspections undertaken by Structures or Highways

inspectors, or noticed by members of the public. For Structures, all defects will be inspected by a delegated inspector and subsequently put on a planned programme regime and dealt with as soon as is reasonably practicable.

- 6.4.2. Removal of graffiti – Where graffiti on a highway structure is offensive or obscene, Lincolnshire County Council will remove it as soon as practicable. None offensive graffiti may be removed during other planned maintenance works.
- 6.4.3. Lincolnshire County Council is suitably prepared for urgent safety and stability concerns and emergencies and deals with them effectively when they occur. An emergency response procedure has been developed for this purpose and documented through the Network Resilience Team, and an associated emergency budget determined.
- 6.4.4. Lincolnshire County Council will further have a reactive response to its road restraint systems in terms of safety barriers. If the damage is safety critical Lincolnshire County Council will aim to make safe as soon as possible and repair within 7 days if reasonably practicable.

6.5. Programmed Major Maintenance

The Planning Process

- 6.5.1. The overarching elements for the Structures team to consider their planning process are the structure's ability to be safe to use and fit for purpose for its user.
- 6.5.2. They therefore consider the public safety, its location on the road network and the ease of access for the user. Its principal concern is the effect any issue may have on the local population and Lincolnshire's economy.
- 6.5.3. Relevant condition and performance inputs to the maintenance planning and management process include:
 - Inspection, testing and monitoring
 - Assessment of structures through structural reviews
 - Incidents, emergencies and reports from the police or public
- 6.5.4. The asset inventory, condition and performance data is used to determine the current performance of the highway structures in a way that supports the identification of needs. These needs can be identified through up-to-date Condition and Performance Data, Lifecycle planning and regular maintenance intervals.

- 6.5.5. The condition and performance data should be reviewed periodically by the Structures Manager to identify maintenance needs. It is recommended that General Inspection pro forma are reviewed and signed off no longer than two months after the inspection.

Lifecycle Plans

- 6.5.6. Lifecycle plans shall be used to identify needs on specific structures and elements. The cyclic/intervention rules established in the lifecycle plans are compared against the current condition and performance of a structure/element and the specific characteristics of the structure are assessed to determine if the lifecycle plan activity is appropriate.
- 6.5.7. Lifecycle plans are developed using whole life costing in order to establish the most cost-effective approach alongside asset performance and network safety. For more information on Lifecycle Planning, please refer to the Structures section in the Highways Asset Management Strategy

Works Programme

- 6.5.8. The structures workbank (works programme for Structures) is a database of all work that is currently outstanding on the network, including estimated costs for doing the work. It is recognised that certain work types by their very nature, e.g. re-active maintenance, cannot be planned in detail in advance but the workbank should still include a volume of work for these, albeit on unknown structures, based on past experience and engineering judgement.
- 6.5.9. The Forward Work Plan is a detailed 1 year programme of work. This provides details of the schemes to be carried out in the 1 year period and their approximate annual phasing. The Annual and Forward Work Plan are regularly monitored and reviewed to assess work delivery and changing priorities.
- 6.5.10. The Structures team further has a 5 year rolling indicative programme of work, which outlines all identified planned works over the upcoming 5 years, subject to analysis and approval. This list may alter, but provides a solid foundation to instigate a risk-based approach towards all upcoming programmed maintenance.
- 6.5.11. Feedback from inspections and maintenance work is utilised to improve the accuracy and development of lifecycle plans and maintenance strategies. Out-turn costs should be used to improve work bank cost estimates, whole life costing and asset management planning.
- 6.5.12. The workbank includes a full list of all maintenance required on the structures stock. The workbank provides the following information for each item of work:
- name and number/reference of the structure;
 - element where work is required;
 - defect, including severity and extent (if appropriate);
 - required work;
 - work type;
 - recommendation for when the work should be undertaken, i.e. which year; and

- estimated cost.

Value Management

6.5.13. Lincolnshire County Council prioritises the identified needs compiled in the structures workbank.

6.5.14. Value Management is the evidence provided by the Structures Team, by highlighting the reasoning behind the prioritisation of schemes within its workbank on a risk-based approach. It enables engineers readily to compare and identify a priority score for all schemes taking into account budgetary and conditional considerations, whilst ensuring network safety and structural solidity. Further socio-economic and environmental factors are also taken into consideration. The indicative works programme is reviewed annually to generate a 1 year Forward Work Plan

6.5.15. Factors considered in scheme selection include:

- position on the carriageway, footway, cycle route or PROW hierarchy;
- public safety implications;
- Financial implications of the work;
- implications of not acting, or delaying action;
- type of asset, e.g. bridge, tunnel, retaining wall, earth structure, etc;
- obstacle crossed, bridge span, retained earth height;
- critical asset, historic structure, permanent weight, height, width or swept path restriction;
- construction material, e.g. concrete or steel bridge, arch, slab or beam/girder bridge, concrete or stone walls, etc; and
- local factors.

Value Engineering

6.5.16. Value Engineering is the process of developing an optimal solution to a maintenance need and reducing waste and inefficient aspects of design, construction and maintenance. Value Engineering takes the prioritised needs from the Value Management exercise and creates cost effective schemes that can be planned, scheduled and implemented.

6.5.17. The two key components of Value Engineering are option appraisal and scheme development. Important criteria that feed into these components include maintenance options and standards, Whole Life Costing and synergies with other schemes.

6.5.18. Option appraisal is necessary to identify the appropriate maintenance solution when there is more than one practical alternative for addressing the maintenance need.

Scheme development is the effective combination of individual work items into schemes, in which each item makes best use of available funding and resources.

- 6.5.19. The full Value Engineering process is only appropriate for major schemes but a simplified process should be used to deal with moderate and minor works, where minor works should be grouped into those of a similar type to streamline the process.
- 6.5.20. Lincolnshire County Council employs multiple methods of Value Engineering, both on a day-to-day basis and for individual schemes. Mostly, throughout the process of the procurement exercises for large schemes, the Contractor will put forward its optimal method which will be reviewed and adjusted by the Authority if required.
- 6.5.21. Lincolnshire County Council further undertakes multiple feasibility studies throughout its processes for Structures schemes. Scheme specific risk reduction meetings are also required to be undertaken to ensure minimal risk and optimal Value for Money for planned major works
- 6.5.22. The developed schemes are included within the Forward Work Plan.

Highways Infrastructure Asset Management Plan



Volume 3 – Street Lighting

1. Introduction

- 1.1. Volume 3 of the Highways Infrastructure Asset Management deals with specific issues and themes regarding Street Lighting within Lincolnshire, in line with Part D of the Well-Managed Highways Infrastructure Code of Practice.
- 1.2. Lincolnshire County Council, as a highway authority, are empowered to light the highways but they do not have a duty to provide lighting for roads. Other local councils, such as City, District and Parish, can adopt powers to provide street lighting.
- 1.3. Street Lighting cover a number of different asset types, these can include:
 - lighting columns;
 - lighting units attached to walls/wooden poles;
 - heritage columns;
 - illuminated bollards;
 - illuminated traffic signs;
 - columns and foundations;
 - brackets;
 - luminaires;
 - control equipment, cables; and
 - control gear, switching, internal wiring cabling (within ownership).

2. Legal Framework

- 2.1. All general duties, powers and legislation specifically related to Street Lighting are dealt with in [Volume 0](#) and [Appendix E](#) of this HIAMP.

3. Asset Management Information

3.1. Central Management System (CMS)

- 3.1.1. Subject to funding being available, it is the policy of Lincolnshire County Council to implement a CMS system for the control of Street Lighting in Lincolnshire.

3.1.2. CMS shall be used to control street lights and provide an adaptable and flexible street lighting network.

3.1.3. CMS may be used to manage lights according to the hierarchy. Upon request from the appropriate authority, lights may be switched on or light output increased at sites where there is:

- Congestion
- Road works
- Incidents such as road traffic collisions, flooding etc.
- Localised reports of high crime or vandalism

3.1.4. Subject to them investing in the installation of communication nodes on their street lights, and paying for any other hardware or software expansions required, lighting authorities within Lincolnshire and neighbouring areas may make use of the CMS to manage their lights.

3.1.5. Participating authorities shall meet the full cost of providing CMS for their lights.

4. Asset Condition

4.1. Introduction

4.1.1. Street Lighting installations shall be the minimum standard for each class of road and designed in accordance with the recommendations contained in BS:5489 -1:2013 and BS EN 13201-2:2013.

4.1.2. In the interest of economy during the whole life of a street lighting installation designers shall be permitted to manage reasonable relaxations or departures from the recommendations contained in BS 5489 2013

4.1.3. Street lighting associated electrical installations shall comply with: BS 7671 17th edition 2011: The Requirements for Electrical Installations.

4.1.4. LED and HID white light lamps shall be the preferred light source throughout the county.

4.1.5. Street Lighting burning hours will normally* be:

Part Night Lighting: Dusk to 24:00 then

06:00 to Dawn

Dusk and Dawn switching levels as All Night Lighting

Dimmed Lighting: Depending on road geometry, expected use, traffic volumes and speed:

21.00 to 06:00 dimmed to 75% OR

24:00 to 06:00 dimmed to 75% OR

20:00 to 24:00 dimmed to 75% then to 06:00 dimmed to 50%

Dusk and Dawn switching levels as All Night Lighting

All Night Lighting: Dusk to Dawn 35 LUX on and 18 LUX off

Pedestrian Subway lighting twenty-four hour operation

*The UK adjusts clocks between British Summertime and Greenwich Mean Time in the spring and autumn. The lights have individual sensors that monitor the number of daylight hours, which is how they set their internal clock. This is then used to adjust for the change to British Summertime or Greenwich Mean Time. That means the sensors on the part-night lights enter a period of adjustment during spring and autumn, where the lights may start to turn off, or dim, slightly earlier or later than normal. Unfortunately, this is unavoidable but should have little or no impact on safety.

4.1.6. To minimise light pollution, lanterns on principal routes, major traffic routes and towns centre areas shall have a cut off distribution to minimise upward light glow with little or no light emitted above the horizontal, conforming to a minimum G4 luminous intensity rating.

4.1.7. Low energy electronic control gear and photocells shall be used.

4.1.8. In dimmed areas the levels of light at the bright and dimmed phases shall be compatible with an appropriate standard derived from BS 5489 – 1: 2013 and BS EN 13201-2: 2013

4.2. Street Lighting on Existing Roads

4.2.1. On existing adopted roads, Lincolnshire County Council will, as far as practicable, ensure its lighting forms a sustainable network by managing energy consumption to a minimum by:

A. Working through the following hierarchy for existing street lights wherever practicable, including when lighting comes to the end of its useful life:

1. Complete removal of lights (subject to a lighting assessment and local engagement) where this is the most financially sustainable solution considering removal costs.
2. Turning lights off (subject to a lighting assessment)
3. Part night lighting as described in section 4.1.5.
4. Dimming lights as described in section 4.1.5.
5. As a last resort, leaving lights fully lit during normal lighting hours.

B. Only supporting the provision of additional street lights on the existing highway where they are part night lit or dimmed and either:

1. they are financed by other local councils in Lincolnshire, in which case Lincolnshire County Council will adopt and maintain them without a commuted sum or;

2. it is in the interest of improving road safety (see 4.3 below) and finance is available from road safety budgets or;
3. they are paid for as part of a S278 scheme required for a developer to comply with a planning condition and are accompanied by a commuted sum or;
4. they are requested and paid for by major trip or abnormal load generators and are accompanied by a commuted sum.

C. Considering removal or replacement of existing street lighting, taking account of the hierarchy in A above:

1. when it comes to the end of its useful life and it is financially sustainable in the specific location, considering replacement or removal costs or;
2. when paid for as part of a S278 scheme required for a developer to comply with a planning condition or;
3. it is requested and paid for by major trip or abnormal load generators

4.2.2. Lincolnshire County Council funding for street lighting shall be restricted to publicly maintainable adopted highway.

4.2.3. Requests for the addition, removal or replacement of street lights from individuals or community groups will be required to be directed through the relevant Parish, Town, City or Borough Council.

4.2.4. Where Lincolnshire County Council does not own the street lighting on existing highway, requests for the addition, removal or replacement of the street lights will be forwarded to the owner of the lighting.

4.2.5. Subject to Lincolnshire County Council having funding available, any all-night footway lighting may be converted to part night in areas nominated by the relevant Parish Council.

4.3. Street Lighting to Improve Road Safety

4.3.1. Improvements will be considered (subject to budget constraints) where there is a night to day accident ratio greater than 2:1 and

- There is a proven accident record over the last three years bearing in mind the causes of the accidents and
- Where there have been a minimum of three separate night time injury accidents within 1km of road and
- Simpler engineering alternatives have been tried and have not been successful

4.3.2. Improvements to street lighting for road safety purposes will be subject to the availability of finance from road safety budgets.

4.4. Street Lighting for New Roads and Road Improvements

- 4.4.1. Subject to environmental and cost considerations Street Lighting may be provided on new sections of road where an economic assessment carried out in accordance with the DfT standard “TA 49/07 Appraisal of New and Replacement Road Lighting” determines that there will be a cost benefit in terms of accident savings.
- 4.4.2. Where the application of this standard determines that lighting is not required then a separate risk assessment shall then be applied to adjacent connecting junctions, roundabouts and all other road features to ascertain lighting requirements.
- 4.4.3. Where street lighting is justified on a new section of road (excluding development roads) the hierarchy described in Section 4.2.1 A of this volume shall be followed.

4.5. Street Lighting for Development Roads

- 4.5.1. Street Lighting will normally be provided by the developer and adopted by Lincolnshire County Council under the terms of section 38 or section 278 of the Highways Act 1980 or section 106 of the Town and Country Planning Act 1990. On section 38 schemes, street lighting shall be part-night lit.
- 4.5.2. In accordance with highway adoption procedures, lighting installations on proposed highway will be adopted concurrently with the rest of the adoption.
- 4.5.3. The developer will be responsible for all repairs, maintenance and energy charges prior to the adoption date.
- 4.5.4. Lincolnshire County Council as The Highway Authority may approve installations of decorative street lighting equipment where such lighting forms part of a system of highway lighting and proposed schemes are of comparable efficiency to standard road lighting.
- 4.5.5. Victorian period style or contemporary styled equipment may be approved where architectural or environmental issues need to be addressed in order to maintain the character of the locality.
- 4.5.6. Where a developer has chosen to depart from normal standards and this departure would ultimately lead to Lincolnshire County Council incurring higher than normal maintenance costs, Developers will be charged a commuted sum.
- 4.5.7. Calculation of a commuted sum will be in accordance with HAT 40.
- 4.5.8. The developer shall pay electricity charges for road lighting and illuminated signs until adopted by Lincolnshire County Council.

4.6. Adoption of Street Lighting from Other Local Lighting Authorities

- 4.6.1. Where a local authority requests Lincolnshire County Council to adopt existing street lights it shall be considered subject to budgetary constraints and formal agreement. The condition of the existing street lights will also be taken into account and may require a payment to cover the cost of bringing them up to serviceable, current standards.
- 4.6.2. Additional street lights on the existing highway that are financed by other local councils in Lincolnshire may be adopted and maintained by Lincolnshire County Council without a commuted sum, unless they are surrounded by an existing lighting scheme currently owned by another authority, in which case they will be approached to take ownership.

4.7. Shared Services Provision

- 4.7.1. The street lighting service has been identified as one in which service provision can be shared between participating authorities.
- 4.7.2. A service level agreement relating to “Maintenance of Unmetered Open Space Lighting” has been established pursuant to and subject to the conditions set out in the Collaboration Agreement dated 4 September 2008 made by the Lincolnshire Shared Services Partnership.
- 4.7.3. Participating authorities may be District, Parish, Town, City or Borough councils within Lincolnshire.
- 4.7.4. Participating authorities will retain ownership of their street lights, pay energy charges, meet the full cost of maintenance and replacements, and meet full cost of providing additional lights including connection charges and commuted sums.
- 4.7.5. Should they resolve to invest in the installation of communication nodes on their street lights participating authorities may also have their lights controlled by the Lincolnshire Central Management System as and when one is implemented.

4.8. Passive Safe Lighting Columns

- 4.8.1. A passive safe lighting column is designed to yield when it is struck by an errant vehicle thus making the collision less severe.
- 4.8.2. Passive safe columns shall be used in individual circumstances where a detailed risk assessment has taken place and there is an increased likelihood that the column may be struck by an errant vehicle.
- 4.8.3. In the interest of road safety the option of not replacing columns at vulnerable locations shall be considered.

5. Inspections

5.1. Introduction

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

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

5.2. Inspection Frequencies

5.2.1. The table below shows Lincolnshire County Council's inspection frequencies for Street Lighting.

Night Time Patrols	Every 4 Weeks
Lantern (internal and external)	Lantern cleaning is coincidental with routine maintenance inspections
Routine Maintenance	The routine maintenance frequency is commensurate with the core offer and is 6 years. A general condition inspection of the whole unit is carried out at the same time and the lamp is changed if appropriate
Electrical and Structural Testing	Upon commissioning, Street Lighting units are electrically tested in accordance with BS7671 and periodically tested at routine maintenance intervals. Street lighting cable networks will have their electrical earth loop impedance tested at each exit point. Structural defects are noted at the time of routine maintenance. Further non-destructive structural testing may be necessary
Response to Faults	The response time is "within 2 hours". Lamp failure or similar non urgent faults are attended in accordance with 5.3 below. Electricity supply faults are restored by the electricity company, the service level is 21 working days from the time the fault is notified to the Electricity Company to the date when the said company advise that the supply has been restored

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

Lamp Type	Description	Bulk Change Interval	
		Expected Burning Hours	Bulk Change Interval
Low Pressure Sodium	SOX+, SOX PSG, SOX HF, SOXE 35w and 55w	16,000	25,000
Low Pressure Sodium	90w, 135w, 180w	12,000	25,000
LED	Light Emitting Diode	60,000	60,000
High Pressure Sodium	SONT, SONE, SONI, SONC, PIA	16,000	25,000
Low Pressure Mercury	MCF/E	12,000	25,000
Compact Fluorescent	PLT PLL PLS	12,000	25,000
Subway Installations	LED	60,000	60,000
Cosmopolis	COP	16,000	25,000

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

5.3. Defects

Category 1A Emergency Defects	Attend within 2 hours
<p>These defects are defined as electrical, structural or lighting defects that present an immediate danger to the highway user.</p> <ul style="list-style-type: none"> • Accident damage/vandalism where live cables/voltage may be exposed or cause a column to become live. • Doors open or missing from street lighting columns, illuminated signs or feeder pillars and wires are exposed. • Lighting point structural defect caused by, RTA, vandalism or bad weather conditions. • Call out by the police to a road traffic accident • Column or illuminated sign post collapse or in imminent danger of collapse 	
Category 1B Defects	Next working day response
<p>These defects that require attention where there is no immediate danger; Respond next working day from contractor's receipt of notification.</p>	

<ul style="list-style-type: none"> • Doors open or missing from street lighting columns, illuminated signs or feeder pillars no wires exposed. • Illuminated traffic bollard down or missing. • Lanterns on street lighting Columns or illuminated signs hanging by the supply cable. • Lantern Bowl hanging. 	
Category 2 Defects	Non routine repairs
<p>Repairs are scheduled into routes and reports of failures are dealt with on the next scheduled visit to the area. Each repair route is visited every two weeks. The average time for repair is 5 working days from the time and date that the contractor receives notification.</p> <p>Permanent replacement of “knocked-down” accident damaged equipment is replaced in accordance with the term contract processes. The normal procurement period is 90 days from when the contractor receives the order. National Guidance is for installation of a complete unit of apparatus to be completed within 20 working days (“Well Lit Highways”) Lincolnshire County Council’s 90 day response is a deviation due to the term contract processes.</p>	
Category 3 Defects	Repair or report within 24 hours of the contractor's receipt of an instruction
<p>Category 3 defects are those which are less serious than an emergency and in the case of lighting faults it would be un reasonable to expect the job to be serviced during the hours of darkness.</p> <ul style="list-style-type: none"> • Both lights on a set of Belisha Beacons inoperative. • A bowl missing from a Belisha Beacon. • All lighting out on normally lit street of three or more. • Five or more consecutive lights out on a road. • A request for service that comes from within the Council as a result of an action request or Members Enquiry. • Any reasonable request by the Council that requires a fast response. • Both flashing lights on a single post of a school patrol inoperative. • Both lens of school flashers broken • Regulatory sign missing or facing in the wrong direction. 	

5.4. Cleaning Cycles

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

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

5.5. Illuminated Traffic Signs and Internally Lit Traffic Bollards

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

Night Scouting for Illumination	In conjunction with Street Lighting inspections
Routine Maintenance	Interval in accordance with the core offer is 6 years (see 5.2.1). 24 hour burning lamps within illuminated bollards are changed every year except for LED lights which burn to extinction.
Inspections, Cleaning and Electrical Testing of Illuminated Signs and Bollards	Takes place during routine maintenance operations.
External Cleaning of Illuminated Bollards	Takes place during routine maintenance operations and annually. Additional cleaning may be dictated by condition.
Replacement and Repair of Damaged Signs and Bollards	Respond according to the degree of danger in accordance with 5.3 above.

Appendix A – Asset Condition Requirements

The following tables set out the nature of contributions made by each element of the network towards safety, serviceability and sustainability.

	Network Safety	Network Serviceability	Network Sustainability
Overall Condition Requirements	<ul style="list-style-type: none"> • complying with statutory obligations; and • meeting users' needs for safety. 	<ul style="list-style-type: none"> • ensuring availability; • achieving integrity; • maintaining reliability; • resilience; and • managing condition 	<ul style="list-style-type: none"> • minimising cost over time; • maximising value to the community; and • maximising environmental contribution
Condition of Carriageways	<ul style="list-style-type: none"> • nature, extent and location of surface defects • nature and extent of edge defects • nature and extent of surface skidding resistance 	<ul style="list-style-type: none"> • nature and extent of surface defects • ride quality of the surface • resilience of the network 	<ul style="list-style-type: none"> • surface noise attenuation characteristics • nature and extent of surface defects • nature and extent of carriageway deflection • usage and verge creep
Condition of Footways	<ul style="list-style-type: none"> • nature, extent and location of surface defects • nature and extent of kerb and edging defects 	<ul style="list-style-type: none"> • nature and extent of surface defects • extent of encroachment and weed growth • the level of friction provided by the surface • the quality of the surface • integrity of the network 	<ul style="list-style-type: none"> • convenience and ease of use • nature extent and location of surface defects • extent of damage by over-running and parking • rural footways being lost to grass ingress
Condition of Cycle Routes	<ul style="list-style-type: none"> • nature, extent and location of surface defects • nature and extent of kerb and edging defects 	<ul style="list-style-type: none"> • nature and extent of surface defects • extent of encroachment and weed growth • the level of friction 	<ul style="list-style-type: none"> • convenience and integrity of the network • nature extent and location of surface defects

		<p>provided by the surface particularly with regard to ironwork</p> <ul style="list-style-type: none"> the quality of the surface integrity of the network 	<ul style="list-style-type: none"> extent of damage by over-running and parking cycle routes being lost to grass ingress/verge creep due to usage
<p>Condition of Highways Drainage System</p>	<ul style="list-style-type: none"> accumulation of water on carriageways, footways and cycle routes 	<ul style="list-style-type: none"> accumulation of water on carriageways, footways and cycle routes 	<ul style="list-style-type: none"> polluted effluent from clearing of highway drainage should not be directed into watercourses authorities have a duty to prevent nuisance and danger to adjoining landowners by flooding and should also work with others in the wider community to minimise the future risk of flooding inadequate drainage of the highway structure will reduce effective life and increase maintenance liability integrity of systems, root ingress, blockage / collapse, exceedance
<p>Condition of Embankments and Cuttings</p>	<ul style="list-style-type: none"> risk of loose material falling to injure users or damage facility 	<ul style="list-style-type: none"> risk of damage or service interruption 	<ul style="list-style-type: none"> damage or loss of habitat interruption or pollution of watercourse extent of damage and reduced life integrity of structure
<p>Condition of Landscape Areas and</p>	<ul style="list-style-type: none"> obstruction to user visibility and 	<ul style="list-style-type: none"> potential for service 	<ul style="list-style-type: none"> landscape conservation

<p>Trees</p>	<p>legibility of traffic signs</p> <ul style="list-style-type: none"> fallen trees or overgrown vegetation that physically obstructs part of the highway falling branches from trees leaf fall from trees causing slippery surface root growth affecting surface regularity 	<p>interruption</p> <ul style="list-style-type: none"> quality of user experience 	<ul style="list-style-type: none"> mitigation of climate change effects support for habitat and biodiversity problems of root growth for surface, structure and highway drainage maintaining healthy trees, root severance, ivy clearance
<p>Condition of Fences and Barriers</p>	<ul style="list-style-type: none"> integrity and location of safety fencing for vehicles, pedestrians and all road users 	<ul style="list-style-type: none"> risk of livestock disrupting traffic 	<ul style="list-style-type: none"> appearance and condition of fencing
<p>Condition of Traffic Signs and Bollards</p>	<ul style="list-style-type: none"> identification of risk to users separation of potential traffic conflicts 	<ul style="list-style-type: none"> contributes to ease of use contributes to network integrity 	<ul style="list-style-type: none"> support of sustainable transport mode contribution to local economy heavy traffic routing can optimise maintenance
<p>Condition of Road Markings and Studs</p>	<ul style="list-style-type: none"> route delineation, particularly in darkness and poor weather potential for damage and injury if loose 	<ul style="list-style-type: none"> ease of use, particularly in darkness and bad weather 	<ul style="list-style-type: none"> support of sustainable transport modes edge delineation to reduce edge damage movement of wheel tracking to reduce localised damage
<p>Regulatory Functions</p>	<ul style="list-style-type: none"> risk to users and adjoining property 	<ul style="list-style-type: none"> minimising and signing of obstruction 	<ul style="list-style-type: none"> inconvenience to disabled people structural damage from parked heavy vehicles

Appendix B – Response Times

Lincolnshire County Council's response times are based on the Council's classification of hierarchy taking into account the risk matrix laid out in *Well-Maintained Highways* which is illustrated below, assuming that a high impact defect on a lower hierarchy road will have the same potential impact but a much lower probability of causing this impact. This also correlates with the inspection frequencies of the network. The risk matrix has been taken from the previous Code of Practice *Well-Maintained Highways*, and has been updated to match Lincolnshire County Council good practice in line with the latest Code of Practice, *Well-Managed Highways Infrastructure*.

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

Risk Matrix for Lincolnshire County Council

Lincolnshire County Council's Category 1 and Category 2 defects are defined in the table below:

Lincolnshire County Council Standard
<p>Category 1</p> <p>Category 1 defects should be corrected or made safe at the time of the inspection, if reasonably practicable. In this context, making safe may constitute displaying warning notices, coning off or fencing off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of inspection, which will generally be the case, repairs of a permanent or temporary nature should be carried out within a period of 24 hours. Permanent repair should be carried out within 28 days.</p>

Category 2

Category 2 defects are those which, following a risk assessment, are deemed not to represent an immediate or imminent hazard or risk of short term structural deterioration. Such defects may have safety implications, although of a far lesser significance than Category 1 defects, but are more likely to have serviceability or sustainability implications. These defects are not required to be urgently rectified, and those for which repairs are required shall be undertaken within a planned programme of works, with the priority as determined by risk assessment. These priorities together with access requirements, other works on the road network, traffic levels, and the need to minimise traffic management, should be considered as part of the overall asset management strategy. The programmes of work for their rectification should be part of the HIAMP.

Category 2 defects are categorised according to priority with maximum response times of 7 days, 28 days, 90 days or potential planned programme, based on the risk probability and its likely impact.

Emergency Response

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

In the notes field, some defects are identified as emergencies. These particular defects have been singled out as particularly high risk, and will be dealt with expeditiously but in all cases within 24 hours. They have been identified taking into account the likely risk; risk management always needs to take account of particular circumstances therefore it is possible other situations could be considered as emergencies. Defects notified by the emergency services are also considered to require an urgent response which complies with guidance in the previous Code of Practice *Well Maintained Highway Infrastructure*. Although the new Code of Practice no longer stipulates these requirements, Lincolnshire County Council still considers them to be good practice.

Escalation Process

These timescales commence at the point in time that the Council has knowledge of the defect. The Highways officer then undertakes a risk assessment and as a consequence categorises the defect. The HO has the opportunity to escalate a defect to a 1 or 2 hour make safe. The Highways Officer further has the opportunity to escalate or de-escalate a defect through a risk-assessment, and will be required to evidence the reasoning behind the changes made. Timescales are designed to enable highway defects to be, wherever practicable, actioned by a permanent repair.

The table outlining the timescales will at all points be referring to calendar days, not working days.

Carriageways*

Categories (mm = depth/height)	Major Road Network	Hierarchy 1	Hierarchy 2	Hierarchy 3	Hierarchy 4	Hierarchy 5	Hierarchy 6	Hierarchy 7	Hierarchy 8
Ironwork collapsed / missing / broken	24 hours								
Ironwork raised / sunken greater than 25mm adjacent a hierarchy 1 and 2 footways	24 hours	24 hours	7 days	7 days	28 days	90 days	90 days	Potential Planned Programme	Potential Planned Programme
Ironwork raised / sunken greater than 40mm	24 hours	24 hours	7 days	7 days	28 days	90 days	90 days	Potential Planned Programme	Potential Planned Programme
Ironwork raised/sunken less than 25mm	Potential Planned Programme								
Pothole greater than 25mm adjacent a hierarchy 1 or 2 footway	24 hours	24 hours	7 days	7 days	28 days	28 days	90 days	Potential Planned Programme	Potential Planned Programme
Pothole greater than 40mm	24 hours	24 hours	7 days	7 days	28 days	28 days	90 days	Potential Planned Programme	Potential Planned Programme
Pothole less than 40mm	Potential Planned Programme								
Other abrupt level difference greater than 40mm	24 hours	24 hours	7 days	7 days	28 days	28 days	90 days	Potential Planned Programme	Potential Planned Programme
Edge damage greater than 40mm breaking edge white line	24 hours	24 hours	7 days	7 days	28 days	90 days	90 days	Potential Planned Programme	Potential Planned Programme
Edge damage greater than 40mm encroaching more than 100mm into metallised surface (no white line)	24 hours	24 hours	7 days	7 days	28 days	90 days	90 days	Potential Planned Programme	Potential Planned Programme
Edge damage less than 40mm	Potential								

	Planned Programme								
Missing/Defective road studs	Potential Planned Programme								
Severe loss of chippings on carriageway surface	Potential Planned Programme								
Surface issues (non-winter maintenance)	Potential Planned Programme								

*Highways Officers' decision to instigate the make safe process = 1 or 2 hour(s) response for all response times. Officers will be given the opportunity to escalate or de-escalate a defect dependant on a risk-assessment (see above).

Footways*				
Categories	Hierarchy 1	Hierarchy 2	Hierarchy 3	Hierarchy 4
Ironwork Collapsed/missing/broken	24 hours	24 hours	24 hours	24 hours
Pothole greater than 25m	24 hours	24 hours	24 hours	24 hours
Ironwork raised/sunken greater than 25mm	24 hours	24 hours	24 hours	24 hours
Trip greater than 25mm	24 hours	24 hours	24 hours	24 hours
Loose/Rocking/missing kerb stone	24hours	7 days	7 days	28 days
Pothole Less than 25mm	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme
Trip less than 25mm	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme
Ironwork raised/sunken less than 25mm	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme

Obstruction*									
Categories	Major Road Network	Hierarchy 1	Hierarchy 2	Hierarchy 3	Hierarchy 4	Hierarchy 5	Hierarchy 6	Hierarchy 7	Hierarchy 8
Fuel spillage or hazardous material on the highway	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours
Fallen tree/dangerous branch on the highway	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	7 days
Road Traffic Collision	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours
Visibility splays	7 days	7 days	7 days	7 days	28 days	90 days	90 days	90 days	Potential Planned Programme
Overgrown trees/hedges	28 days	28 days	28 days	28 days	28 days	90 days	90 days	90 days	Potential Planned Programme

**Highways Officers' decision to instigate the make safe process = 1 or 2 hour(s) response for all response times. Officers will be given the opportunity to escalate or de-escalate a defect dependant on a risk-assessment (see above).

Drainage*									
Categories	Major Road Network	Hierarchy 1	Hierarchy 2	Hierarchy 3	Hierarchy 4	Hierarchy 5	Hierarchy 6	Hierarchy 7	Hierarchy 8
Standing Water: over half carriageway	24 hours	24 hours	24 hours	24 hours	24 hours	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme
Standing Water: under half carriageway	7 days	7 days	7 days	7 days	28 days	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme	Potential Planned Programme

*Highways Officers' decision to instigate the make safe process = 1 or 2 hour(s) response for all response times. Officers will be given the opportunity to escalate or de-escalate a defect dependant on a risk-assessment (see above).

Signs/Lines*

Categories	Major Road Network	Hierarchy 1	Hierarchy 2	Hierarchy 3	Hierarchy 4	Hierarchy 5	Hierarchy 6	Hierarchy 7	Hierarchy 8
Missing / damaged non illuminated Stop, One Way, No Entry, Give Way sign	7 days	7 days	7 days	7 days	28 days	90 days	90 days	90 days	Potential Planned Programme
Missing / damaged non illuminated other sign	Potential Planned Programme								
Damaged / missing non-illuminated street furniture (LCC asset)	7 days	7 days	7 days	7 days	28 days	90 days	90 days	90 days	Potential Planned Programme
Give Way / stop line deteriorating	7 days	7 days	7 days	7 days	28 days	90 days	90 days	90 days	Potential Planned Programme
Markings deteriorating	Potential Planned Programme								
Offensive graffiti / vandalism to street furniture (LCC asset)	90 days	Potential Planned Programme	Potential Planned Programme						

*Highways Officers' decision to instigate the make safe process = 1 or 2 hour(s) response for all response times. Officers will be given the opportunity to escalate or de-escalate a defect dependant on a risk-assessment (see above).

Verges

Categories	Major Road Network	Hierarchy 1	Hierarchy 2	Hierarchy 3	Hierarchy 4	Hierarchy 5	Hierarchy 6	Hierarchy 7	Hierarchy 8
Collapsed verge	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	Potential Planned Programme	Potential Planned Programme

*Highways Officers' decision to instigate the make safe process = 1 or 2 hour(s) response for all response times. Officers will be given the opportunity to escalate or de-escalate a defect dependant on a risk-assessment (see above).

Appendix C – Future Maintenance Factors

This Table provides factors to consider by designers during the design process, to ensure that adequate consideration is given to future maintenance requirements of schemes. The list is not exhaustive but includes a number of key issues that may need to be addressed.

Issue	Check	Action
Scope and Scale		
Intended life of scheme	Is the scheme long life or 'temporary' and likely to be affected by future redevelopment?	Choose materials and products relevant to the life of scheme.
Nature of scheme	Is the scheme a 'unique' prestige project or a 'routine' standard one?	Choose materials and products relevant to the type of scheme.
Scope of scheme	Has the scheme been 'value-managed' to consider all possible marginal benefits?	All 'significant' schemes should be value managed.
Use of scheme	Is the scheme likely to be subjected to particularly 'heavy duty' traffic use with high rates of wear?	Select design and materials to mitigate these affects so far as possible.
Cost of scheme	Have the costs of future maintenance been calculated and included in future budgets?	Identify any extraordinary maintenance costs and report these alongside construction costs.
Design Aspects		
Pedestrians and cyclists	Do footways and cycle routes fit the actual paths used?	Redesign to reflect actual paths to avoid erosion and later replacement.
Heavy goods vehicles	Is footway paving likely to be over-ridden by HGV or other parked vehicles?	Where necessary use heavy duty paving or prevent over-riding to avoid frequent costly replacement.
Grassed and planted areas	Are grassed and planted areas of a size and position to be effectively maintained?	Redesign or remove where necessary to avoid future poor appearance and later resign.
Trees	Have trees been selected and positioned to avoid future problems with roots, obstruction or leaf fall?	Reselect or reposition where necessary to avoid potentially expensive future problems.
Traffic signs	Are traffic signs required to be illuminated or can they be reflectorised?	Maximise use of reflective signs to reduce energy costs.
Maintenance Operations		
Maintenance regime	Does the scheme require specialist maintenance regime?	Identify cost of specialist regime and, where appropriate, consider cheaper alternatives.

Cleansing	Does the scheme require specialist cleansing regime?	Identify cost of specialist regime and, where appropriate, consider cheaper alternatives.
Traffic management	Will maintenance require special traffic management?	Identify traffic management costs and minimise wherever possible, possible through co-ordination with other works.
Maintenance access	Is there safe and convenient access for plant and personnel?	Redesign scheme to provide safe and convenient access.
Materials and products		
Specialist materials	Are the materials used for the scheme of standard or specialist nature?	If specialist materials used ensure availability of future replacements.
Durability of materials	Does the durability of the materials provide substandard, oblique, sufficient or excessive life?	Select materials relevant to the intended life and nature of the scheme.
Failure mechanism	How will material/product approach the failure condition – slowly/quickly?	Programme safety and service inspections on basis of risk assessment.
Life extension	Are there any processes which could be used to extend useful service life at economic cost?	Investigate cost benefit of using life extension products.
Replacement practicability	Are there likely to be any difficulties in replacing failed sections?	Undertake risk assessment and plan for the likely difficulties.
Replacement cost	Is the cost of replacement likely to be disproportionately high?	Consider alternative materials or products.
Reuse and Recycling		
Practicability of reuse	If the scheme is a short life scheme what is the scope reusing materials and products?	Choose re-useable materials and products wherever possible.
Practicability of recycling	What is the scope for recycling materials and products?	Where re-useable materials and products are not appropriate, use recyclable wherever possible.

Appendix D – Glossary

For the purposes of the Highways Infrastructure Asset Management Plan, publically understood definitions are used for the major parts of the highway. There are also various differences in definitions across the various legal systems in the UK that would be inappropriate to repeat at length. In such cases the English term is used. The table below highlight the main relevant definitions.

Term	Definition
Highway	Road or Street
Carriageway	Facilities used by motorised vehicles
Footway	Part of a highway over which the public have a right of way on foot only, e.g. segregated surfaced paths used by pedestrians. Commonly understood as the term pavement
Pavement	Footway
Remote Footway	A footway which is not immediately adjoining a carriageway
Housing Footway	Footways that predominantly serve housing areas which may be unadopted as public highways but have established public rights of access and may be maintained separately by the housing authority
Footpath	Known as majority of Public Rights of Way (PROW)
Cycle Route	Facilities used by cyclists. These include cycle lanes on carriageways, cycle tracks adjacent to or away from carriageways, on carriageway provision with cycle symbols and shared use facilities
Running Surface (Industry term)	All hardened surfaces within the highway, including carriageways, footways and cycle routes
Pavement (Industry term)	Construction of running surfaces, particularly carriageways
Safety Inspections	Designed to identify all defects likely to create danger or serious inconvenience to users of the network or the wider community. The risk of danger is assessed on site and the defect identified with an appropriate priority response. Lincolnshire County Council combines its Safety and Service inspections into one overlapping inspection regime.
Service Inspections	Contains detailed inspections tailored to the requirements of particular highway assets and elements to ensure that they meet requirements for serviceability. These inspections also include inspections for network integrity intended to maintain network availability and reliability.
Condition Surveys	Recommended to identify deficiencies which, if untreated, are likely to adversely affect long term performance, serviceability and safety. Survey data is processed through a bespoke Lincolnshire decision support system which can provide evidence of future life expectancy and for when intervention may be appropriate.
Bridge	A structure with a span equal to or greater than 1.5m spanning and providing passage over an obstacle, e.g. watercourse, railway, road, valley. This category also covers subways, footbridges and underpasses
Cantilever Road Sign	A structure with a single support that projects over the highway in order to carry a traffic sign
Cellar or Vault	An underground room or chamber with a maximum plan

	dimension of 1.5m or more
Culvert	A drainage structure with a span or diameter greater than or equal to 0.6m but less than 1.5m passing beneath a highway embankment that has a proportion of the embankment, rather than a bridge deck, between its uppermost point and the road running courses. Culverts are normally rectangular or circular in cross section
Drainage	Span or diameter less than 0.60m
Retaining Wall	A wall associated with the highway where the dominant function is to act as a retaining structure, and with a minimum retained height of 1.35m
Road Tunnel	A tunnel with an enclosed length of 150 metres or more through which a road passes
Sign/Signal Gantry	A structure spanning the highway, the primary function of which is to support traffic signs and signalling equipment
General Inspection (Structures)	A visual inspection of representative parts of the structure. These are carried out on all structures regardless of ownership
Principal Inspection (Structures)	A close inspection (within 1m) of all visible parts of the structure. Specialist access equipment may be required in some cases. Carried out on all County owned structures with a span greater than or equal to 5m. Structures with spans less than 5m will be subject to a risk assessment.
Special Inspection (Structures)	These include a programme of bridges to be monitored following an assessment failure or where there is some on-going movement. In addition there is a programme of diving inspections where structures are known to be at risk from the effects of scour.
Acceptance Inspection (Structures)	A Principal Inspection which includes the identification of any permanent access provisions and features affecting the safety and security of the structure. It further outlines the identification and handover of all the necessary records, maintenance and operating manuals which have an impact on the future management of the structure; and shows an agreement of the date on which the authority takes over responsibility for the structure.

Appendix E – Legislation and Guidance

Vol 0 – Overarching Principles

Legislation and Guidance	Definition
Health and Safety at Work Act 1974	Provide a requirement for highway, traffic and street authorities to carry out work in a safe manner and establish arrangements for the management of construction works.
Construction (Design and Management) Regulations 2015	Provide a requirement for highway, traffic and street authorities to carry out work in a safe manner and establish arrangements for the management of construction works.
Localism Act 2011	Provides local authorities the power, with certain limitations, to do anything that individuals generally may do for the benefit of the authority, its area, or persons resident or present in its area. It also introduced measures such as the community right to challenge.
Local Government Act 2000	Duty of best value and aims to improve local services in terms of both cost and quality. The following points must be taken into consideration: <ul style="list-style-type: none"> • Statutory basis Local Government Act 1999 • Best Value Performance Plans • Reviews of all services on five year cycle • Statutory Inspection by Audit Commission • Statutory Framework of Best Value Performance Indicators
Highways Act 1980	Sets out the main duties and powers of Highway Authorities.
Section 41	Duty to maintain highways maintainable at public expense. Almost all claims against authorities relating to highway functions arise from alleged breach of this section
Section 58	Defence against action relating to alleged failure to maintain
Traffic Management Act 2004	Sets out a number of provisions including Highways England Traffic Officers, local authority duty for network management, permits for work on the highway, increased control of utility works, and increased civil enforcement of traffic offences
New Roads and Streetworks Act 1991	Provides a legislative framework for street works by undertakers (including utility companies) and gives various companies and agencies statutory powers and obligations to work in the highway
Countryside and Rights of Way Act 2000	Authorities are required to maintain records and ensure that ways are adequately signposted, maintained and free from obstruction.

Road Traffic Regulation Act 1984	Provides the powers to regulate or restrict traffic on UK roads , in the interest of safety
Traffic Signs Regulations and General Directions 2016	Prescribes the design and conditions of use of traffic signs on or near roads in England, Scotland and Wales.
Road Traffic Act 1988	Provides a duty for Highway Authorities to promote road safety, including a requirement to undertake accident studies and take such measures as appear appropriate to prevent accidents occurring
Road Traffic Reduction Act 1997	Imposes a duty upon local authorities to make reports about traffic levels and anticipated growth in those levels in order to set targets for traffic reduction or at least a reduction in the growth rate
Flood and Water Management Act 2012	Aims to reduce the flood risk associated with extreme weather. Provides for better, more comprehensive management of flood risk for people, homes and businesses
Transport Act 2000	Designation of quiet lanes or a home zones
Wildlife and Countryside Act 1981	Environmental and countryside issues with which highways operations must comply
Environmental Protection Act 1990	Provides the statutory basis for other environmental issues, in particular waste management, with which highway maintenance operations must comply
Clean Neighbourhoods and Environment Act 2005	Provides local authorities with more effective powers to tackle poor environmental quality and anti-social behaviour
Equality Act 2010	Legally protects people from discrimination in the workplace and in wider society
Criminal Justice and Public Order Act 1994	
Human Rights Act 1998	Sets out the fundamental rights and freedoms that everyone in the UK is entitled to
Freedom of Information Act 2000	Provides public access to information held by public authorities, who are obliged to publish certain information about their activities. Also members of the public are entitled to request information from public authorities
Civil Contingencies Act 2004	Delivers a single framework for civil protection in the UK

Some definitions taken from <http://www.legislation.gov.uk>

Vol 1 - Highways

Legislation and Guidance	Definition
Highways Act 1980	Sets out the main duties of Highway Authorities in England and Wales
Section 41	Duty to maintain highways maintainable at public expense
Section 58	Defence against action relating to alleged failure to maintain
Section 102	Provision of works for protecting highways against hazards of nature
Section 130	Duty to assert and protect the rights of the public
Section 150	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'
Section 154	Empowers the authority to deal, by notice, with hedges, trees and shrubs growing on adjacent land which overhang the highway, and to recover costs
Section 239	Acquisition of land for construction, improvement etc. of highway: general powers
Section 240	Acquisition of land in connection with construction, improvement etc. of highway: further general powers
Section 250	Land acquisition powers to extend to creation as well as acquisition of rights
Traffic Management Act 2004	Duty for all local traffic authorities in England to manage the network effectively to keep traffic moving
New Roads and Street Works Act 1991	Provides a legislative framework for street works by undertakers (including utility companies) and works for road purposes – to the extent that these must be co-ordinated by street authorities.
Roads (Scotland) Act 1984	Duty for local roads authorities to keep a list of 'public roads' and to maintain and manage them
Section 34	A road authority shall take such steps as it considers reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads
Sections 88 and 92	Give roads authorities the responsibility to remove projections which impede or endanger road users, and provide restrictions on planting of trees near carriageways
Railways and Safety Transport Act 2003	To make provision about railways, including tramways; to make provision about transport safety; and for connected purposes.
Roads (Northern Ireland) Order 1993 SI 1993/3160 (NI 15)	

Article 10	Duty for the Department for Infrastructure to remove snow, soil etc which has fallen on a road
Section 9	Enables the authority to take such action as it considers reasonable to prevent snow or ice interfering with the safe passage of persons and vehicles using the road
UKRLG Highway Infrastructure Asset Management Guidance	
The Weeds Act 1959	Empowers DEFRA to serve notice requiring an occupier of land to take action to prevent the spread of certain specified weeds
Wildlife and Countryside Protection Act 1981 – Section 14	This makes it an offence, liable to a fine, to plant or otherwise cause to grow in the wild, certain specified weeds
Section 53	Duty to keep the Definitive Map & Statement up to date
Countryside Act 1968 (Section 27)	Duty to signpost public rights of way

Some definitions taken from <http://www.legislation.gov.uk>

Vol 2 – Structures

Legislation and Guidance	Definition
Highways Act 1980	Sets out the main duties of Highway Authorities in England and Wales
Section 41	Duty to maintain highways maintainable at public expense
Section 55	Adoption by the strategic Highway Authority of all private bridges for Trunked roads
Section 75	Where any part of a highway is carried by a bridge over a railway, canal, inland navigation, dock or harbour or forms the approaches to such a bridge, the powers conferred by this section shall not be exercised in relation to that part without the consent of the railway, canal, inland navigation, dock or harbour undertakers concerned.
Section 91	Construction of bridge to carry existing highway maintainable at public expense.
Section 92	Reconstruction of bridge maintainable at public expense.
Section 93	Power to make orders as to reconstruction, improvement, etc., of privately maintainable bridges
Section 94	Powers of highway authorities and bridge owners to enter into agreements
Section 95	Supplemental provisions as to orders and agreements under sections 93 and 94

Section 106	Orders and schemes providing for construction of bridges over or tunnels under navigable waters
Section 110	Power to divert non-navigable watercourses and to carry out other works on any watercourse
Section 167	Powers relating to retaining walls near streets
Section 176	Licences for bridges over the highway
Section 179	Control of construction of cellars etc. under street
Section 180	Control of openings into cellars etc. under streets, and pavement lights and ventilators
Section 271	Provisions with respect to transfer of toll highways to highway authorities
Local Government Act 1972	Advises limited flexible powers for local authorities to provide certain archives services
Section 111	Bridges under the highway
Trunk Roads Act 1946 – Section 7	Adoption by the strategic Highway Authority of all private bridges for Trunked roads
The Transport Act 1968 – Part VIII	Bridges and level Crossings etc
Traffic Signs Manual Chapter 4	Signing Guidance
The Railway Bridges (Load Bearing Standards) (England and Wales) Order 1972 (SI 1072 No. 1705)	
ADEPT/Network Rail Protocol	Minimising risk of bridge strikes
BS EN 1991-2	Models of traffic loads for the design of road bridges, footbridges and railway bridges
Road Traffic Regulation Act 1984 – Section 1 and 2	Weight Restriction Orders
The Road Vehicles (Construction and Use) Regulations 1986 or the Road Vehicles (Authorised Weight) Regulations 1998	
BD 21 and BA 16	Weak Bridge warning signs and other appropriate mitigating solutions Guidance Document
Roads (Scotland) Act 1984 – Section 66	Maintenance of vaults and cellars etc
Coast Protection Act 1949 as amended by Section 36 of the Merchant Shipping Act 1988	Safety of navigation
Food and Environmental Protection Act 1985 Part II	Deposits in the sea

Party Wall Act 1996	Requires the issue of statutory notices when work affects adjacent properties within 3 metres of any construction works or within 6 metres if affecting foundation support
Climate Change Act 2008	Sets national targets for the year 2050 for the reduction of greenhouse gas emissions
Planning (Listed Building and Conservation Areas) Act 1990	Requires each authority to compile a list of buildings of special interest, either historic or architectural

Some definitions taken from <http://www.legislation.gov.uk>

Vol 3 – Street Lighting

Legislation and Guidance	Definition
Highways Act 1980	Empowers Lincolnshire County Council to light any highway or proposed highway however does not have a duty to provide lighting for highway
Section 38/278	Street Lighting will normally be provided by the developer and adopted by Lincolnshire County Council. On section 38 schemes, street lighting shall be part-night lit
Public Health Act 1961	
Section 45	Attachment of street lamps to buildings
Section 81	Summary recovery of damages for negligence
Roads (Northern Ireland) Order 1993 – Article 44	Grants the Department for Infrastructure the power to provide road lighting, where the Department considers that any road should be illuminated.
Roads (Scotland) Act 1984 – Section 35	Empowers a local roads authority to provide lighting for roads, or proposed roads, which are, or will be, maintainable by them and which in their opinion ought to be lit.
New Roads and Street Works Act 1991	Enabling act setting out the duties of Street Authorities to coordinate and regulate works carried out in the highway
Electricity Safety, Quality and Continuity Regulations 2002	Recording of all underground cables
Code of Practice for Recording of Underground Apparatus in Streets.	Recording of all underground cables
Clean Neighbourhoods and Environment Act 2005 – Section 102	States that artificial light is a potential statutory nuisance
Conservation (Natural Habitats, &c) Regulations 1994 2007 European Protected Species of Plants and Animals	Protected species on artificial lights receive protection under these legislations. Care needs to be taken not to disturb the animals themselves or their roosts and habitats. Guidance is available from the Bat Conservation Trust and the Institution of Lighting Professionals.

Traffic Management Act 2004	Local Authorities have a duty to enforce network management for the maintenance of records and information (e.g. including records and locations of apparatus) and to inspect the records
Climate Change Act 2008	Empowers the government to set national targets for the year 2050 for the reduction of greenhouse gas emissions and to encourage energy users to meet the objectives of the Act, such as reducing such emissions or removing greenhouse gas from the atmosphere. The Act also introduces legally binding carbon budgets, which set a ceiling on the levels of greenhouse gases that can be emitted into the atmosphere. The ensuing Carbon Reduction Commitment was renamed to CRC Energy Efficiency Scheme.
Crime and Disorder Act 1998 – Section 17	Duty to consider crime and disorder implications. The Crime and Disorder Act does not apply to Scotland or Northern Ireland.
Traffic Signs Regulations and General Directions 2016	Prescribes the design and conditions of use of traffic signs on or near roads in England, Scotland and Wales.
Civic Amenities Act 1967	Gave legislative control to the protection of conservation areas which are defined as - ‘an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.’
Electricity at Work Regulations 1989	Requires all systems to be constructed, maintained and operated as is reasonably practicable to prevent danger.
BS 7671 Requirements for Electrical Installations	States that installations which conform to the standards laid down in BS 7671:2008 are regarded by HSE as likely to achieve conformity with the relevant parts of the Electricity at Work Regulations 1989
Regulation 16 of the Electricity at Work Regulations	States that “No person shall be engaged in any work activity where technical knowledge or experience is necessary to prevent danger or where appropriate, injury, unless he possesses such knowledge or experience, or is under such degree of supervision as may be appropriate having regard to the nature of the work”

Some definitions taken from <http://www.legislation.gov.uk>

Appendix F – Action Plan

Outstanding actions	Implementation	Completion
<i>Develop Carriageways Hierarchies</i>	The potential for an Urban/Rural Split will continue to be developed. Hierarchy 4, 5, and 6 could be further split up to improve capability of targeted approach, with Data-analysis to be undertaken to evidence any need for change	October 2019
<i>Develop Footway Hierarchies</i>	Further development of Hierarchies which could be included into prioritisation programme as part of our move towards a risk-based approach.	January 2019
<i>Boundary Alignment</i>	Lincolnshire County Council will continue to engage with all neighbouring authorities to ensure all surrounding authorities are aware of the boundary roads and each other's response times.	October 2018
<i>Adjust Inspection Regime</i>	In line with Hierarchy changes, ensure Inspection regime is matched up to the new Hierarchy system.	October 2018
<i>Response Times Development</i>	Continually monitor suitability of current response times and deal with any requests for change.	October 2018
<i>Adapting the Winter Maintenance Plan</i>	Create a new Severe Weather Plan which creates a 'Triage' of response during a Severe Weather event and includes all CoP recommendations.	October 2018
<i>Resilient Network</i>	Create a Resilient Network which is the first step in the 'Triage' of response during a Severe weather event with engagement from Stakeholders and	October 2018
<i>Standards and Enforcement Plan</i>	Continue to develop a Standards and Enforcement Plan to be included within the current Network Management Plan	April 2019

<i>Adjust Safety/service inspections</i>	Utilising confirm to establish a risk-assessment throughout the inspection regime which enables a more evidence-based approach that outlines our decision-making from an Asset Management point of view.	April 2019
<i>Develop a data management Strategy</i>	Develop a robust evidenced plan of how the Service manages data in terms of security and what the Highways Service utilises all data for.	October 2019
<i>Drainage Asset collation</i>	Continuing ongoing work of completing a full-scale inventory list and developing a subsequent system which entails a more targeted approach to Drainage and gully cleansing.	April 2019
<i>Street Lighting</i>	Highlight and work towards the consequences of the implementation of the LED programme, and demonstrate within the HIAMP.	April 2019
<i>Update Highways Asset Management Policy & Strategy</i>	Ensure both Policy & Strategy are updated to align itself with the implemented changes within the HIAMP	April 2019

Highways Infrastructure Asset Management Plan 2019

Summary of Changes

**changes are also highlighted in red in the draft Highways Infrastructure Asset Management Plan 2019.*

Volume 1 - Highways

- **Page 42, 4.4.2** "Gullies and Kerb offlets will be cleared on a targeted basis" replaced with "Gullies and Kerb offlets will be cleared once per year on a cyclic basis".
- **Page 43, 4.4.3.8** Gullies, catch-pits and offset type of cleanse changed from "targeted cleanse" to "1 clean per annum"
- **Page 47, 4.4.6.9** Grass cutting – safety cuts for all hierarchies changed from "2 cuts" to "3 cuts"

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Equality Impact Analysis to enable informed decisions

The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

****Please make sure you read the information below so that you understand what is required under the Equality Act 2010****

Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

Decision makers duty under the Act

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

Conducting an Impact Analysis

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

The Lead Officer responsibility

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

Summary of findings

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

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Proposals for more than one option If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.

Background Information

Title of the policy / project / service being considered	Highways Infrastructure Asset Management Plan	Person / people completing analysis	Richard Fenwick
Service Area	Infrastructure Commissioning	Lead Officer	Paul Rusted
Who is the decision maker?	Cllr R G Davies	How was the Equality Impact Analysis undertaken?	Discussion between officers involved, using guidance on Equality and Diversity.
Date of meeting when decision will be made	11/03/2019	Version control	V1.0
Is this proposed change to an existing policy/service/project or is it new?	Existing policy/service/project	LCC directly delivered, commissioned, re-commissioned or de-commissioned?	Commissioned
Describe the proposed change	The Highways Infrastructure Asset Management Plan is in need of review due to changes to the level of service for grass cutting and drainage cleansing stated in the current Plan. Grass cutting is being increased from 2 to 3 safety cuts per year, whilst drainage cleansing is being increased from a targeted cleans to 1 full cleanse per year. I		

Evidencing the impacts

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

Data to support impacts of proposed changes

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1st April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

Positive impacts

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

Age	Increased grass cutting frequencies will mean less likelihood of high growth on grass verges. This may improve access for older people who can be impacted disproportionately by high levels of growth as they may be less able to walk along roadside verges.
Disability	Increased grass cutting frequencies will mean less likelihood of high growth on grass verges. This may improve access for people with a disability who can be impacted disproportionately by high levels of growth as they may be less able to walk along roadside verges
Gender reassignment	No positive impact.
Marriage and civil partnership	No positive impact.
Pregnancy and maternity	No positive impact.
Race	No positive impact.
Religion or belief	No positive impact.

Sex	No positive impact.
Sexual orientation	No positive impact.

If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.

Adverse/negative impacts

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.

Age	No perceived adverse impact of the Plan itself. High levels of growth on grass verges can impact disproportionately on older people as they may be less able to walk along roadside verges. The Plan describes the frequency of grass cutting which mitigates as much as possible this adverse impact between those with this protected characteristic and people who do not share that protected characteristic
Disability	No perceived adverse impact of the Plan itself. High levels of growth on grass verges can impact disproportionately on people with a disability as they may be less able to walk along roadside verges. The Plan describes the frequency of grass cutting which mitigates as much as possible this adverse impact between those with this protected characteristic and people who do not share that protected characteristic
Gender reassignment	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of winter service. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.
Marriage and civil partnership	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of highway maintenance. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.
Pregnancy and maternity	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of highway maintenance. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.

Race	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of highway maintenance. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.
Religion or belief	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of highway maintenance. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.
Sex	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of highway maintenance. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.
Sexual orientation	No perceived adverse impact. The Plan describes in general terms the standards, policy and objectives of highway maintenance. Its impacts are neutral between those with this protected characteristic and people who do not share that protected characteristic.

If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.

Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at consultation@lincolnshire.gov.uk

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

Objective(s) of the EIA consultation/engagement activity

No consultation or engagement activity undertaken.

Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic

Age	As detailed above. None identified.
Disability	As detailed above. None identified.
Gender reassignment	As detailed above. None identified.
Marriage and civil partnership	As detailed above. None identified.
Pregnancy and maternity	As detailed above. None identified.
Race	As detailed above. None identified.
Religion or belief	As detailed above. None identified.

Sex	As detailed above. None identified.
Sexual orientation	As detailed above. None identified.
Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way? The purpose is to make sure you have got the perspective of all the protected characteristics.	Yes.
Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?	Annual review of the Plan.

Further Details

Are you handling personal data?	No If yes, please give details.
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Actions required	Action	Lead officer	Timescale
Include any actions identified in this analysis for on-going monitoring of impacts.	Regular Review	Paul Rusted	Regular Monitoring and annual review.

Version	Description	Created/amended by	Date created/amended	Approved by	Date approved
1.0	Version issued as part of Executive Councillor Decision Paper	Richard Fenwick	21/02/2019	Paul Rusted	21/02/2019

Examples of a Description:
 'Version issued as part of procurement documentation'
 'Issued following discussion with community groups'
 'Issued following requirement for a service change; Issued following discussion with supplier'

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**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford

Summary:

This item invites the Highways and Transport Scrutiny Committee to consider a report regarding the A17/A15 Holdingham Roundabout and the A17/A153 Rugby Club Junction, Sleaford.

This report is due to be considered by the Leader of the County Council and the Executive Councillor for Highways, Transport and IT between 13 March and 27 March 2019. 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 on the A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford and determine whether the Committee supports the recommendations.
- (2) To agree any additional comments to be passed to the Leader of the County Council and the Executive Councillor for Highways, Transport and IT in relation to this item.

1. Background

This decision seeks approval of the capital scheme appraisal by the Leader of the County Council and approval to enter into a contract (initially for Early Contractor Involvement) for the purpose of delivering the network improvements at these two locations from the Executive Councillor for Highways, Transport and IT.

The full report 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 or recommendations.

3. Appendices

These are listed below and attached at the back of the report	
Appendix 1	I017474 A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford

4. Background Papers

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

This report was written by Steve Brooks, who can be contacted on 01522 552940 or steve.brooks@lincolnshire.gov.uk.

**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Councillor M J Hill OBE, Leader of the County Council Councillor R G Davies, Executive Councillor for Highways, Transport and IT
Date:	Between 13 March - 27 March 2019
Subject:	A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford
Decision Reference:	I017474
Key decision?	Yes

Summary:

This report provides an explanation of the A17/A15 Holdingham Roundabout and the A17/A153 Rugby Club junction schemes and the proposed procurement route.

The paper seeks approval of the capital scheme appraisal by the Leader of the County Council and approval to enter into a contract (initially for Early Contractor Involvement) for the purpose of delivering the network improvements at these two locations from the Executive Councillor for Highways, Transport and IT.

Recommendation(s):

It is recommended that:

1. The Leader of the County Council approves the capital scheme appraisal for the A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford schemes.
2. The Executive Councillor for Highways, Transport and IT approves the award of a contract (including Early Contractor Involvement) for the delivery of the A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford.
3. The Executive Councillor for Highways, Transport and IT delegates to the Interim Executive Director for Place the final approval to proceed from Early Contractor Involvement to construction of the highway improvements.

Alternatives Considered:

- | | |
|----|--|
| 1. | To procure the contract via a tender process, however, this would prohibit Early Contractor Involvement and reduce the savings and network disruption mitigation measures that could be delivered through ECI. |
| 2. | To not proceed further with the project. |

Reasons for Recommendation:

To improve capacity at both locations and future proof both for identified development in the Sleaford area, and

To take advantage of the funding offered by NKDC, the Single Local Growth Fund and S106 developer contributions

1. Background

- 1.1.1 The primary aim of these improvement schemes is to address the current capacity issues at these locations, future proof them for the traffic growth associated with identified developments and improve the safety record.
- 1.1.2 The A17/A15 Holdingham Roundabout currently experiences congestion during AM and PM peaks. It has exceeded its practical reserve capacity and this effect is expected to become worse as traffic grows and development in and around Sleaford is realised.
- 1.1.3 The A17/A153 Rugby Club junction currently experiences lengthy queues on the A17 slip road during the AM peak, periodically queuing back onto the A17. This is the result of insufficient capacity at the junction. Right turn vehicle movements from the slip road onto the A153 do not have sufficient opportunity to exit the slip road, as a result, all left turn vehicle movements are restricted. Driver frustration ensues which has resulted in 14 reportable accidents during the last three years.
- 1.1.4 A feasibility study at both locations has been completed, supplemented by extensive traffic modelling work to quantify the effects of the various proposals considered. Budget estimates were prepared for each considered option to help inform the recommendations.
- 1.1.5 The recommendations cascading out of the feasibility studies have been accepted and are being taken further, to scheme design as detailed below.

1.2 Scheme Proposals

- 1.2.1 At the A17/A15 Holdingham Roundabout, it is proposed to provide additional lanes on all five approaches to the roundabout, with an additional lane around the circulatory. This will improve the flow capacity. In addition, it is proposed to control the traffic on the A17 East and A15 South with traffic signals. The traffic modelling has also identified the need for an additional

set of traffic signals on the A15 in the year 2032; as a result this link will be future proofed ready for signal installation at that time.

- 1.2.2 At the A17/A153 Rugby Club Junction, it is proposed to provide additional lanes on all approaches to the junction to improve capacity. The traffic will be managed by traffic signals. Traffic modelling work has demonstrated that this will prevent any queuing back onto the A17. Traffic signals will also remove the potential for conflict at this location, thus reducing the potential for accidents.
- 1.2.3 The two locations are in close proximity to each other, and both exposed to high volumes of traffic. The proposal is to procure them both as one contract to reduce costs and manage the temporary traffic management provisions as one package.
- 1.2.4 Traffic control, at both locations, is likely to be a mix of temporary traffic lights, lane closures and full road closures. The full road closures are likely to be overnight. The exact details of these provisions are still being progressed.
- 1.2.5 The intention is to construct the Rugby Club junction on site first, commencing in April 2020, followed by Holdingham Roundabout in July 2020.

1.3 Procurement Proposals

- 1.3.1 Lincolnshire County Council is affiliated to the Midlands Highways Alliance (MHA). This provides access to an alternative procurement route which is compliant with the Council's procurement obligations but with the benefits of Early Contractor Involvement (ECI). ECI will demonstrate benefits in terms of managing two sites in close proximity to mitigate network disruption. The MHAs statistics also show a proven track record of efficiency savings when a chosen contractor assists in the scheme delivery.
- 1.3.2 In choosing the ECI route, the Contractor and Client are responsible for compiling the target cost. The Contractor is required to demonstrate competition in their rates by market testing material supplies and sub-contractor costs.
- 1.3.3 At the point of entering into an ECI contract, via the MHA, Lincolnshire are also entering into a contract to deliver the site works too, thus committing to the full scheme expenditure. However, if a target cost cannot be agreed or the scheme costs are too high, there is a break clause providing Lincolnshire the protection of an exit from the contract. The only costs incurred if that happens will be those attributable to the ECI.

1.4 Cost Estimates

1.4.1 The cost estimates provided are based upon the feasibility study for each site, refined slightly as we have certainty of costs for the data acquisition and ECI.

1.4.2 At the feasibility stage, less certainty exists about issues that will be encountered, as a result a healthy sum is allowed for risk / optimism bias. This budgetary allowance makes provision for the unknowns that are likely to be discovered during the design process.

1.4.3 As the project develops, more will become apparent, and risk realised, controlled or designed out. The estimate will change, either positively or negatively, and the risk allowance reduced as a result.

1.4.4 The A17/A15 Holdingham Roundabout Preliminary Cost breakdown, is as follows:

- Surveys, Investigations, data acquisition - £100,000
- Design fees - £176,000
- ECI costs - £50,000
- Utility Diversions - £340,000
- Laboratory Costs - £35,000
- Supervision fees - £125,000
- Construction Costs – £2,150,000
- Risk and Optimism bias - £659,000
- Estimated total cost for Holdingham Roundabout - **£3,635,000**

1.4.5 The A17/A153 Rugby Club Junction Preliminary Cost breakdown, is as follows:

- Surveys, Investigations, data acquisition - £35,000
- Design fees - £68,000
- ECI costs - £20,000
- Utility Diversions - £180,000
- Laboratory Costs - £17,500
- Supervision fees - £85,000
- Construction Costs – £900,000
- Risk and Optimism bias - £232,000
- Estimated total cost for the Rugby Club Junction - **£1,537,500**

1.4.6 The overall preliminary estimate for this combined project is **£5,172,500**.

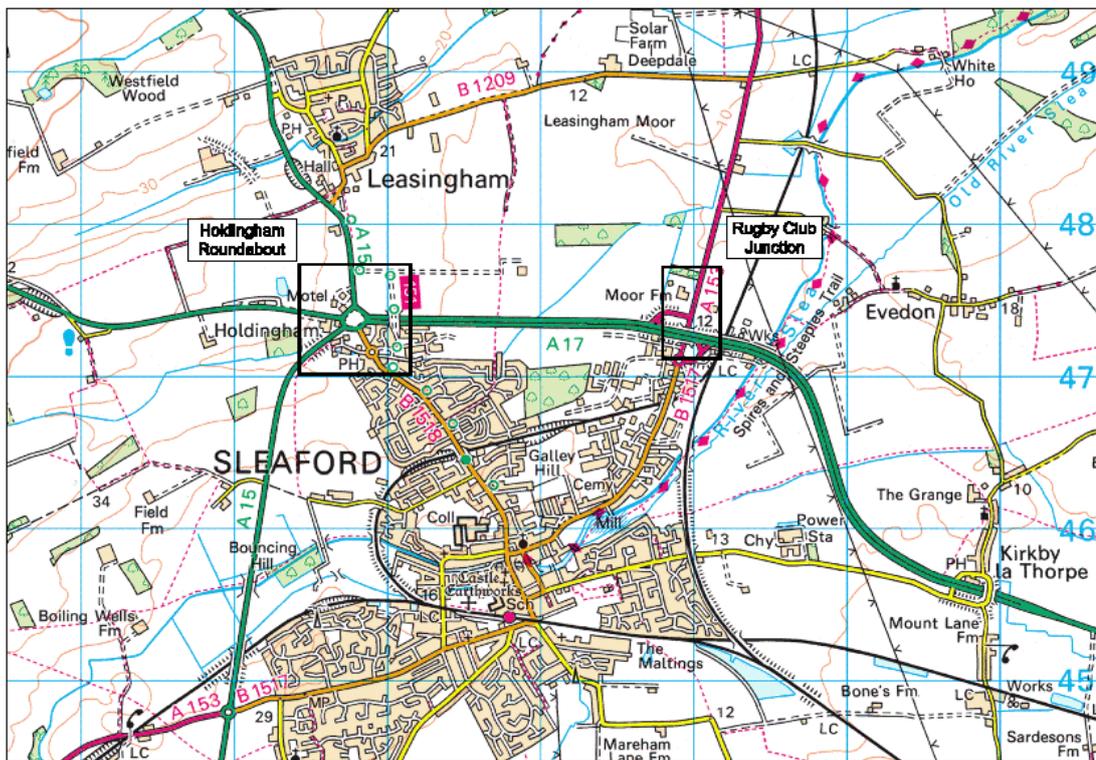
1.5 Funding

1.5.1 The schemes are to be funded by the following contributories, shown together with the value of their contributions:

- Single Local Growth Fund - £2,000,000
- North Kesteven District Council - £250,000
- Integrated Transport Grant – £373,000
- Lincolnshire County Council (including forward funding of S106 Developer Contributions) - £2,549,500

1.5.2 Lincolnshire County Council will forward fund the S106 Developer contributions, with a view to recovering the money as and when the developments come to fruition, or in any case within 15 years after the completion of the works.

1.6 Location Plan



1.7 Approvals Required

1.7.1 The purpose of this paper is to seek the approval of the Leader of the County Council for the scheme appraisal, and the Executive Councillor for Highways, Transport and IT to award a contract for the schemes which will involve ECI. Approval is also sought to delegate authority to the Interim Executive Director for Place to determine the form of contract and whether to proceed from ECI stage of the project to construction.

2. Legal Issues:

Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- * Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- * 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.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

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 section 149 may involve treating some persons more favourably than others

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker 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

An Equality Impact Assessment has not been undertaken. This work is considered neutral in its impact on protected characteristic groups.

Joint Strategic Needs Analysis (JSNA and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision

Consideration has been given to the JSNA and the JHWS and can be seen from the scheme descriptions that they will have positive benefits for both the health and wellbeing of local residents.

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

The works are considered to have a neutral impact on the Crime and Disorder Act 1998.

3. Conclusion

- 3.1 The scheme is well supported and there are no legal impediments to starting.
- 3.2 It is recommended that the Leader of the Council approves the scheme appraisal and that we enter into a contract including Early Contractor Involvement with a view to delivering significant highway network benefit.

4. Legal Comments:

The Council has the power to carry out the schemes and enter into the contract proposed.

The decision is consistent with the Policy Framework and within the remit of the Executive.

5. Resource Comments:

The total of this scheme will be met by external funding from the GLLEP (£2.0m); North Kesteven District Council (£0.250m) and Department for Transport Integrated Transport Grant (£0.373m). The Council funding (£2.550m) is forward funding of expected S106 contributions. This expenditure forms part of the capital programme approved by the Council.

6. Consultation

a) Has Local Member Been Consulted?

Yes

b) Has Executive Councillor Been Consulted?

Yes

c) Scrutiny Comments

This report will be considered by the Highways and Transport Scrutiny Committee on 11 March 2019. The comments of the Committee will be reported to the Leader of the County Council and the Executive Councillor for Highways, Transport and IT.

d) Have Risks and Impact Analysis been carried out?

Yes

e) Risks and Impact Analysis

See body of the report.

7. Background Papers

No Background papers within the meaning of section 100D of the Local Government Act 1972 were used in the preparation of this Report.

This report was written by Steve Brooks, who can be contacted on 01522 552940 or steve.brooks@lincolnshire.gov.uk .

**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	A46/A15 Riseholme Road Roundabout and A46/A158 Nettleham Road Roundabout, Lincoln

Summary:

This item invites the Highways and Transport Scrutiny Committee to consider a report regarding the A46/A15 Riseholme Road Roundabout and the A46/A158 Nettleham Road Roundabout, Lincoln.

This report is due to be considered by the Leader of the County Council and the Executive Councillor for Highways, Transport and IT between 13 March and 27 March 2019. 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 on the A46/A15 Riseholme Road Roundabout and the A46/A158 Nettleham Road Roundabout, Lincoln and determine whether the Committee supports the recommendations.
- (2) To agree any additional comments to be passed to the Leader of the County Council and the Executive Councillor for Highways, Transport and IT in relation to this item.

1. Background

This decision seeks approval of the capital scheme appraisal by the Leader of the County Council and approval to enter into a contract (initially for Early Contractor Involvement) for the purpose of delivering the network improvements at these two locations from the Executive Councillor for Highways, Transport and IT.

The full report 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 or recommendations.

3. Appendices

These are listed below and attached at the back of the report	
Appendix 1	I017475 A46/A15 Riseholme Road Roundabout and A46/A158 Nettleham Road Roundabout, Lincoln

4. Background Papers

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

This report was written by Mark Heaton, who can be contacted on 01522 553182 or mark.heaton@lincolnshire.gov.uk.

**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Councillor M J Hill OBE, Leader of the County Council Councillor R G Davies, Executive Councillor for Highways, Transport and IT
Date:	Between 13 - 27 March 2019
Subject:	A46/A15 Riseholme Road Roundabout and A46/A158 Nettleham Road Roundabout, Lincoln
Decision Reference:	I017475
Key decision?	Yes

Summary:

This report provides an explanation of the improvements planned for A46/A15 Riseholme Road Roundabout and the A46/A158 Nettleham Road roundabout and the proposed procurement route.

The paper seeks approval of the capital scheme appraisal by the Leader of the County Council and approval to enter into a contract (initially for Early Contractor Involvement) for the purpose of delivering the network improvements at these two locations from the Executive Councillor for Highways, Transport and IT.

Recommendation(s):

It is recommended that:

1. The Leader of the County Council approves the capital scheme appraisal for the A46/A15 Riseholme Road Roundabout and A46/A158 Nettleham Road Roundabout schemes.
2. The Executive Councillor for Highways, Transport and IT approves the award of a contract (including Early Contractor Involvement) for the delivery of the A46/A15 Riseholme Road Roundabout and A46/A158 Nettleham Road Roundabout in Lincoln.
3. The Executive Councillor for Highways, Transport and IT delegates to the Interim Executive Director for Place authority to approve the final form of the contract and approval to proceed from Early Contractor Involvement (ECI) to construction of the highway improvements.

Alternatives Considered:

- | | |
|----|--|
| 1. | To procure the contract via a tender process, however, this would prohibit Early Contractor Involvement (ECI) and reduce the savings and network disruption mitigation measures that could be delivered through ECI. |
| 2. | To not proceed further with the project. |

Reasons for Recommendation:

To improve capacity at both locations and future proof both for identified development in the Lincoln area, and assist with connections from Lincoln to the Humber Ports.

To utilise funding that was sought and approved from the GLLEP for investing in these two roundabouts.

1. Background

- 1.1.1 The primary aim of these improvement schemes is to address the current capacity issues at these locations, future proof them for the traffic growth associated with identified developments and improve safety.
- 1.1.2 The A46/A15 Riseholme Road Roundabout currently experiences congestion during AM and PM peak periods. It has exceeded its practical reserve capacity and this effect is expected to become worse as traffic grows as a result of proposed developments in and around the City of Lincoln as part of the Central Lincolnshire Local Plan.
- 1.1.3 The A46/A158 Nettleham Road Roundabout currently experiences lengthy queues on the A46/A158 routes during the AM and PM peak periods, periodically queuing back to the A46/A15 junction. This is the result of insufficient capacity at the junction. This lack of capacity is only to be exacerbated once the Lincoln Eastern Bypass (LEB) currently under construction is completed.
- 1.1.4 A feasibility study at both locations has been completed, supplemented by extensive traffic modelling to quantify the effects of the various proposals considered. Budget estimates were prepared for each considered option to help inform the recommendations.
- 1.1.5 The recommendations cascading out of the feasibility studies have been accepted and are being taken further, to scheme design as detailed below.
- 1.1.6 There are no land issues with Riseholme Road Roundabout and it has been confirmed that planning permission for this scheme is not required.
- 1.1.7 Land is required on the Northern side of Nettleham Road Roundabout and these negotiations have commenced and are proceeding in a positive manner. Once detailed design has been completed discussions with the

County Planning Department will be undertaken to ascertain if planning permission is required, however early indications are that the scheme can be constructed under the powers within the Highways Act 1980 negating the need to seek planning permission.

1.2 Scheme Proposals

- 1.2.1 At the A46/A15 Riseholme Road Roundabout, it is proposed to provide additional lanes on all four approaches to the roundabout, with an additional lane around the circulatory. This will improve the flow capacity. In addition, it is proposed to ensure the entrance arms to each part of the roundabout where not already accommodated will have two lanes of entry for a longer distance as possible.
- 1.2.2 At the A46/A158 Nettleham Road Roundabout, it is proposed to provide longer approach lanes on all approaches to the junction to improve capacity.
- 1.2.3 The two locations are in close proximity to each other, and both exposed to high volumes of traffic. The proposal is to procure them both as one contract to reduce costs and manage the temporary traffic management provisions as one package.
- 1.2.4 Traffic control, at both locations is likely to be a mix of temporary traffic signals, lane closures and full road closures. The full road closures are likely to be overnight. The exact details of these provisions are still being progressed.
- 1.2.5 The intention is to construct the Riseholme Road Roundabout first, commencing in early 2020, followed by Nettleham Road Roundabout commencing in mid-2020, however this will be subject to Agreement with the contractor.

1.3 Procurement Proposals

- 1.3.1 Lincolnshire County Council is a member of the Midlands Highways Alliance (MHA). This provides access to an alternative procurement route which is compliant with the Council's procurement obligations but with the benefits of Early Contractor Involvement (ECI). ECI will demonstrate benefits in terms of managing two sites in close proximity to mitigate network disruption. The MHA's statistics also show a proven track record of efficiency savings when a chosen contractor assists in the scheme delivery.
- 1.3.2 In choosing the ECI route, the Contractor and Client are responsible for compiling the target cost. The Contractor is required to demonstrate competition in their rates by market testing material supplies and sub-contractor costs.
- 1.3.3 At the point of entering into an ECI contract, via the MHA, Lincolnshire are also entering into a contract to deliver the site works too, thus committing to the full scheme expenditure. However, if a target cost cannot be agreed or

the scheme costs are too high, there is a break clause providing LCC the protection of an exit from the contract. The only costs incurred if that happens will be those attributable to the ECI.

1.4 Cost Estimates

1.4.1 At this stage of the project, less certainty exists about issues that will be encountered, as a result a healthy sum is allowed for risk / optimism bias. This budgetary allowance makes provision for the unknowns that are likely to be discovered during the design process.

1.4.2 As the project develops risk may or may not be realised, controlled or designed out. The estimate will change, either positively or negatively, and the risk allowance reduced as a result.

1.4.3 The A46/A15 Riseholme Road Roundabout Preliminary Cost breakdown, is as follows:

- Surveys, Investigations, data acquisition - £100,000
- Design fees - £80,000
- ECI costs - £50,000
- Utility Diversions - £225,000
- Laboratory Costs - £44,000
- Supervision fees - £182,000
- Construction Costs – £1,369,000
- Risk and Optimism bias - £220,376
- Estimated total cost for Riseholme Road Roundabout - **£2,270,376**

1.4.4 The A46/A158 Nettleham Road Roundabout Preliminary Cost breakdown, is as follows:

- Surveys, Investigations, Land, data acquisition - £135,000
- Design fees - £80,000
- ECI costs - £20,000
- Utility Diversions - £225,000
- Laboratory Costs - £35,000
- Supervision fees - £200,000
- Construction Costs – £1,500,000
- Risk and Optimism bias - £230,376
- Estimated total cost for the Nettleham Road Roundabout - **£2,424,376**

1.4.5 The overall preliminary estimate for this combined project is **£4,695,752**.

1.5 Funding

1.5.1 The schemes are to be funded by the following contributories, shown together with the value of their contributions:

- Greater Lincolnshire Local Enterprise Partnership (GLLEP) - £2,500,000
- Integrated Transport Grant – £2,200,000

1.6 Location Plan



1.7 Approvals Required

1.7.1 The purpose of this paper is to seek the approval of the Leader of the County Council for the scheme appraisal, and the Executive Councillor for Highways, Transport and IT to award a contract for the schemes which will involve ECI. Approval is also sought to delegate the authority to the Interim Executive Director for Place to determine the form of the contract and whether to proceed from the ECI stage of the project to construction.

2. Legal Issues: Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- * Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- * 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.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

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 section 149 may involve treating some persons more favourably than others

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker 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

An Equality Impact Assessment has not been undertaken. This work is considered neutral in its impact on protected characteristic groups.

Joint Strategic Needs Analysis (JSNA and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision

Consideration has been given to the JSNA and the JHWS and can be seen from the scheme descriptions that they will have positive benefits for both the health and wellbeing of local residents.

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.

The works are considered to have a neutral impact on the Crime and Disorder Act 1998.

3. Conclusion

3.1 The scheme is well supported and there are no legal impediments to starting.

3.2 It is recommended that the Leader of the Council approves the scheme appraisal and that we enter into a contract including Early Contractor Involvement contract with a view to delivering significant highway network benefits.

4. Legal Comments:

The Council has the power to carry out the schemes and enter into the contract proposed.

The decision is consistent with the Policy Framework and within the remit of the Executive.

5. Resource Comments:

The total of this scheme will be met by external funding from the GLLEP and Department for Transport Integrated Transport Grant. This expenditure forms part of the capital programme approved by the Council.

6. Consultation

a) Has Local Member Been Consulted?

Yes

b) Has Executive Councillor Been Consulted?

Yes

c) Scrutiny Comments

This report will be considered by the Highways and Transport Scrutiny Committee on 11 March 2019. The comments of the committee will be reported to the Leader of the Council and the Executive Councillor for Highways, Transport and IT.

d) Have Risks and Impact Analysis been carried out?

Yes

e) Risks and Impact Analysis

See body of the report

7. Background Papers

No Background Papers within the meaning of section 100D of the Local Government Act 1972 were used in the preparation of this Report.

This report was written by Mark Heaton, who can be contacted on 01522 553182 or mark.heaton@lincolnshire.gov.uk .

**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	Effective Highways Communication

Summary:

To give an update to the members of the Committee with a review of measures being undertaken to improve the highways service communication.

Actions Required:

1. The members of the Committee are requested to consider this review and comment on any other measures necessary to improve the highways communication.
2. The Committee is requested consider the timing of any future updates on highways communication.

1. Background

- 1.1 As listed under the background papers, the members of the Committee were last updated in 12 March 2018 with the measures for improving the highways service communication.
- 1.2 It is essential that the highways service users are consulted, communicated with and informed appropriately in a timely and accurate manner. This helps us in improving our customer experience and to ensure that we are continually providing value for money.

2. Communications Strategy

- 2.1 The current communications strategy is to be updated this summer. The strategy currently focuses predominantly on communications via the media and our digital channels. The new strategy will aim to improve the integration of these elements and our other communications activities, e.g. letter drops to affected residents/businesses, roadside signage, 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.
- 2.2 As part of the Council's website project, we will also be reviewing the information available on our website about popular topics, such as potholes. We want to ensure that this information is easily accessible and presented in

an easily understandable fashion. This will reduce the need for people to contact the Customer Services Centre (CSC) for general enquiries. As part of the website project, we are also reviewing some transactional processes to simplify online payments for the chargeable services.

2.3 We now have around 7,100 people following the county council's highways-specific Twitter account, @LincsCC_Roads. We also use the main LCC Twitter account (@LincolnshireCC) to share messages. This channel has 30,000 followers.

2.4 We continue to expand our use of social media to better promote the positive work that the highways team is doing. We have produced short videos explaining our approach to pothole repairs and the jet-patcher. We also want to raise awareness around the reactive works carried out by the highways teams and start sharing more images showing the impact of resurfacing works. We will also continue to look at ways in which infographics can be used to create a better understanding of the work carried out by highways.

3. Highways Online Fault Reporting Portal

3.1 As reported last time, the current highways online faulting reporting portal, FixMyStreet Pro was launched on 21 August 2018. FixMyStreet Pro is a MySociety product and interacts directly with Lincolnshire County Council's (LCC) Highways Asset Management system Confirm. Officers use Confirm to manage fault reports and issue jobs for repair. FixMyStreet Pro is accessible from the LCC website and also from the FixMyStreet national site and app.

3.2 FixMyStreet Pro maps proactively display assets dependent on what customers are reporting e.g. street lights and gullies. Customers also receive more updates from FixMyStreet Pro as their enquiries progress through Confirm. All updates on a fault are displayed to all customers. Further functionality includes creating personalised links to view faults in a division or area, email updates when a new fault is reported in a division or area and viewing all faults you have reported. FixMyStreet Pro also enables LCC to see how many faults have been fixed in the last 4 weeks.

3.3 The CSC is promoting the use of FixMyStreet Pro to enable customers to find updates on their reports. It is anticipated that this will actively encourage channel shift. In the period 1 September 2018 to 31 January 2019 we received 6,534 reports through FixMyStreet. This is 46% of the total faults received. In the period 1 September 2017 to 31 January 2018 we received 7,494 through the previous Lagan web reporting system. This represented 42% of the total faults received and demonstrates a gradual shift towards web fault reporting.

3.4 A gap analysis was undertaken with Highways Network staff to understand where further FixMyStreet responses were required. This led to three new messages being developed with regard to inadequate information, enforcement and cyclic programme.

3.5 A review is being undertaken of all Confirm and FixMyStreet codes to ensure all faults reported at the CSC are visible on FixMyStreet. This will give complete visibility of all fault reports in the County.

4. Communications and Engagement with County Councillors

4.1 Councillors are being copied into all written responses to the Members of Parliament and Parish Councils for information/updates on relevant local issues.

4.2 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: <https://www.lincolnshire.gov.uk/transport-and-roads/highways-maintenance/highways-works-programmes/130284.article>.

4.3 All Councillors are receiving the winter gritting decisions to inform when we are undertaking precautionary salting along our identified routes. We are putting a process in place to inform the Councillors of any major incidents in their area as soon as known by the officers to help deal with any local enquiries.

4.4 Local Highways Managers' routine meetings with their Councillors are working well where used. Most Councillors are happy to have these surgeries on less frequent basis and appropriate arrangements (meeting or telephone discussions) are being made with the Local Highways Managers.

4.5 The last Councillors Session was held at the Council Chamber on 14 December 2018 following the Full Council meeting, which was very well attended. This session had short briefings on works programme prioritisation, highway inspections & response times and highways input into the planning applications. There was also an opportunity for questions and engagement with the Local Highways Management teams.

4.6 The Executive Portfolio Holder had communicated a message to all councillors with an escalation through the local Business Support Teams when Local Highways Managers are away or responses need to be chased. Using this process has been patchy across the highway areas and a note is to be sent to all Councillors to use this mechanism.

5. Communications and Engagement Parish/Town Councils

5.1 We are still looking at most effective way of maintaining annual liaison with the Parish/Town Councils. Hopefully this will be done through the Lincolnshire Association of Local Councils (LALC).

5.2 The action of a dedicated web page on our website for the Parish/Town Councils has unfortunately not progressed. This will be actioned as part of the Council's website review project.

5.3 The Local Highways Teams are supporting the Executive Portfolio Holder and the Support Councillor during their visits to the Parish Councils. The Highways Officers are also meeting with the Parish Councils as and when required.

5.4 We attended the LALC AGM at Navenby on 17 October 2018 and subsequently met them on 6 December 2018. A further meeting is being arranged to look at how communications with the Parish Councils can be improved. It is agreed that the Highways Officers will attend the LALC networking events every 6 months.

5.5 The issue of outgoing emails to the Parish Councils is also being addressed.

6. Consultation

6.1 Consultations have been ongoing with the Customer Service Centre (CSC), Commercial Projects and Performance Team, Executive Portfolio Holder, Highways Alliance, Communications Team, Digital Engagement Team and Highways Management Team.

7. Conclusion

7.1 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.

7.2 Progress is continually being made in improving customer experience for users of the highways and transport services and it is recognised that there is still more to do.

8. Background Papers

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

8.2 Update on Enhancing our Users' Experience - Report to the Highways and Transport Scrutiny Committee on 7 March 2016 and 24 October 2016.

8.3 Update on Effective Highways Communication - Report to the Highways and Transport Scrutiny Committee on 28 July 2017, 12 March 2018 and 22 October 2018.

This report was written by Satish Shah, who can be contacted on 01522 782070 or cschighways@lincolnshire.gov.uk.

**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	Midlands Connect Update

Summary:

This report updates the Committee on the role of Midlands Connect, the Sub-National Transport Body within which Lincolnshire sits. It also provides information on work which Midlands Connect is doing in relation to the Major Road Network and other studies affecting Lincolnshire.

Actions Required:

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

1. Background

Sub-National Transport Bodies

- 1.1 Section 21 of the Cities and Local Government Devolution Act 2016 provides for the establishment of Sub-National Transport Bodies (STB) in the regions of England, outside London, to give advice to the Department of Transport (DfT) on strategic transport decisions. STBs can be established on a statutory or non-statutory basis. If they decide to go for statutory status, then agreement is needed from all the constituent local and combined authorities, followed by discussions with DfT to agree the precise statutory powers to be given. The final step is to seek approval from Parliament. To date, only Transport for the North (TfN) has become a statutory STB.
- 1.2 Midlands Connect (MC) brings together the East and West Midlands in a single STB covering 22 local authorities. Currently this exists as an informal partnership. However, MC is currently working with its constituent authorities to develop future governance arrangements, including a formal constitution. This included whether or not MC should seek statutory STB status in future. Even if agreement could be reached to pursue statutory status, it is unlikely that could be progressed until 2020 or even 2021, due to severe constraints on parliamentary time. Currently Midlands Connects is funded (for both studies and administration) by direct grant from DfT until March 2020, after when it is not clear what level of funding may be available from central

government. This issue is also being considered as part of the work on future governance arrangement, including the need or otherwise of the member authorities to contribute to future administration costs.

- 1.3 It is clear that Central Government sees STBs as having a key role going forward. Most recently, DfT Guidance has confirmed that they will be responsible for determining priorities for proposed Major Road Network and Large Local Major schemes across their areas (see below). With STBs still in their early development across the country, to date there has been no clear advantage demonstrated to pursuing statutory status. At present, the general view across the MC authorities is that there appears to be little advantage in doing so but discussions are continuing.
- 1.4 The principles guiding Lincolnshire's position on MC are:
- It should deliver additionality i.e. a better deal for the Midlands that can only be achieved through joint working
 - There should be clear benefits to Lincolnshire
 - Only become a statutory STB if there is an advantage in doing so
 - Costs are proportionate to benefits and financial risks are minimised

Major Road Network and Large Local Major Schemes

- 1.5 In March 2018, the Committee received a report on the DfT consultation on proposals to create a 'Major Road Network' (MRN), to sit below Highways England's Strategic Road Network (motorways and trunk roads) and comprising the more important local authority A roads. This network would then be eligible to bid for improvement funding from the new National Roads Fund due to come into being in 2020/21 when all vehicle exercise duty will be ring-fenced for road improvements.
- 1.6 Following on from this consultation, DfT published their "Investment Planning Guidance for the Major Road Network and Large Local Majors Programmes" shortly before Christmas 2018. In terms of the extent of the MRN, the guidance re-confirmed the original criteria used to define the network (primarily relating to all traffic and HGV flows). Consequently few changes were made nationally to the earlier indicative MRN. The final MRN is shown at Appendix A. In Lincolnshire, arguments (supported by Midlands Connect) that the A158, A52 Boston - Grantham and A15 Sleaford – Peterborough should be included were not accepted by DfT.
- 1.7 The DfT Guidance also confirmed the following in terms of eligible schemes:
- Proposed MRN schemes should typically be seeking a DfT contribution of between £20m and £50m
 - Schemes seeking a contribution of more than £50m would be considered through the Large Local Majors (LLM) funding process
 - Local contributions of at least 15% will be expected

- To be considered for inclusion in the early years of the first 5-year MRN funding programme (2020/21 to 2024/25), schemes would preferably need to be at Outline Business Case (OBC) stage by summer 2019
- For schemes seeking inclusion in the later years of the 5-year period, it is desirable that they are at Strategic Outline Business Case (SOBC) stage by summer 2019 or meet the minimum business case criteria set out in the guidance.

1.8 The role of the Sub-National Transport Bodies has been confirmed by DfT as:

- To prepare a Regional Evidence Base (REB) to facilitate a long-term strategic approach to the investment needs of a region to support future growth
- To include as an output to the REB, a 'Top Ten' priority investment list for the MRN for the first 5 year period (2020/21 to 2024/25)
- Where a region has more than 2 or 3 potential LLM schemes within its area, then the STB should provide a prioritised list of such schemes.
- This information to be submitted to DfT in summer 2019 (assumed to be the end of July)

1.9 Midlands Connect has been engaging with local authorities on the preparation of the Regional Evidence Base and assessment of candidate MRN schemes. As a first step, authorities were asked to identify lengths of the MRN where "transport connectivity" was a problem and set out what, if any, work had been done to date to identify solutions. Taking into account the limited MRN in the county (see Appendix 1) and the need to meet the DfT criteria listed earlier, the following corridors were put forward for Lincolnshire:

Completing the Lincoln Orbital – Together with the Lincoln Eastern Bypass currently under construction, this would address the congestion and journey time variability around Lincoln. The development of proposed North Hykeham Relief Road is progressing with an Outline Business Case nearing completion. The proposal supports the authority's own Lincolnshire Coastal Highway strategy and is also identified as an issue in Midlands Connect's A46 Corridor study. The single carriageway sections between the A15 and A158 were also highlighted to Midlands Connect.

A16 Through Boston – There is considerable congestion and delay through the town, coupled with the severance caused by the traffic on John Adams Way. Proposals for a Boston Distributor Road are under investigation, with the first phase being delivered by ongoing development. A separate bid direct to DfT for £1m development funding for the proposal has recently been made.

A17 Through Lincolnshire – The route across Lincolnshire is congested and lacks resilience when incidents occur. It is often mentioned as an issue by local businesses, in particular the haulage industry. Route Action Plans have been prepared which have identified some smaller scale schemes

(e.g. enhancements at the A16/A17 Sutterton roundabout) but further work is needed to identify larger scale improvement which fit the DfT criteria (i.e. contributions of at least £20m)

A15 North of Lincoln – Similar to the A17 above, the route is a source of delay with variable journey times (particularly when incidents occur) and heavily used by HGVs. It forms part of the wider cross-country A46 Corridor being promoted by Midlands Connect. To date, no firm proposals which would meet the DfT criteria have been explored.

1.10 Midlands Connect's emphasis is on the need to prepare a credible programme which is deliverable within the timescale (i.e. in the period 2020/21 to 2024/25). A recent paper to the Midlands Connect Steering Group identified 8 "strong" candidates for the Top Ten list and a further 11 schemes on a "reserve" list where further assurance on the deliverability of the schemes was needed from the local authority. The lists highlighted two issues, namely:

- There are a limited number of schemes across the region which are sufficiently advanced to fully meet the criteria being set by DfT and Midlands Connect. Advancing a scheme of this scale to SOBC stage requires substantial upfront funding by an authority at its own risk.
- There is strong imbalance in favour of the West Midlands – with 7 out of 8 strong candidates and 14 out of 19 overall.

1.11 In respect of Lincolnshire, the proposed North Hykeham Relief Road would require a DfT contribution in excess of £50m and as such will be considered as a Large Local Major (LLM) scheme. Midlands Connect believes that there may be 5 such schemes across their area and are currently deciding how they might prioritise these. An Outline Business Case for the scheme is currently being finalised before being shared with Midlands Connect.

1.12 Proposals to address the other three Lincolnshire corridors are not sufficiently well advanced to feature in the Midlands Connect programme for the first 5-year period. However, along with many other proposals across the Midlands Connect area, they are on a long list for possible consideration in the next period (i.e. for delivery in 2025/26 onwards) subject to further work by the authorities. In respect of dualling the section of the existing Lincoln Bypass between the A15 and A158, this was dismissed as not meeting the minimum criteria for DfT contributions (i.e. less than £20m).

1.13 A final decision of both the Top Ten MRN schemes and priorities for LLM schemes is due to be endorsed at the Midlands Connect Strategic Board meeting in June 2019 and considered by the Partnership Advisory Board in early July.

- 1.14 Now that DfT Guidance has finally been published and the role of Midlands Connect clarified, there is an opportunity for the authority to consider where the focus of future feasibility work on both MRN and LLM schemes should be in Lincolnshire to ensure that the authority is in strong position for any future rounds of funding.

Other Midlands Connect Studies

- 1.15 Midlands Connect are also undertaking a wide range of strategic studies, both road and rail, across their area to look at the economic case for improvements. These will form the basis for discussions with DfT to try and secure the necessary funding. Ongoing studies which relate to Lincolnshire are:

- **A46 Corridor** – This study is looking to develop a case for improvements to the A46 corridor across the Midlands from the M5 in Gloucestershire through to the Humber Ports of Immingham and Grimsby. As well as considering the issue of the A46 around Lincoln, the study is also looking at the role that the A15/M180/A180 corridor might play in the overall strategy.
- **Nottingham to Lincoln Rail Corridor** – Building on the Birmingham-Nottingham rail corridor study, this study is looking at constraints along the Nottingham-Lincoln rail corridor (including the Newark Flat Crossing) and how best both journey times and the number of services might be improved.
- **A1 Upgrade to Motorway** – This study is due to commence during 2019/20 and will look at the case for upgrading the A1 from Peterborough to Blyth to motorway standard.

2. Conclusion

The role and responsibilities of the Sub-National Transport Bodies is gradually being confirmed by DfT as further guidance is published. It is therefore important that the authority engages fully with Midlands Connect in order to secure the best outcomes for Lincolnshire.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

No

b) Risks and Impact Analysis

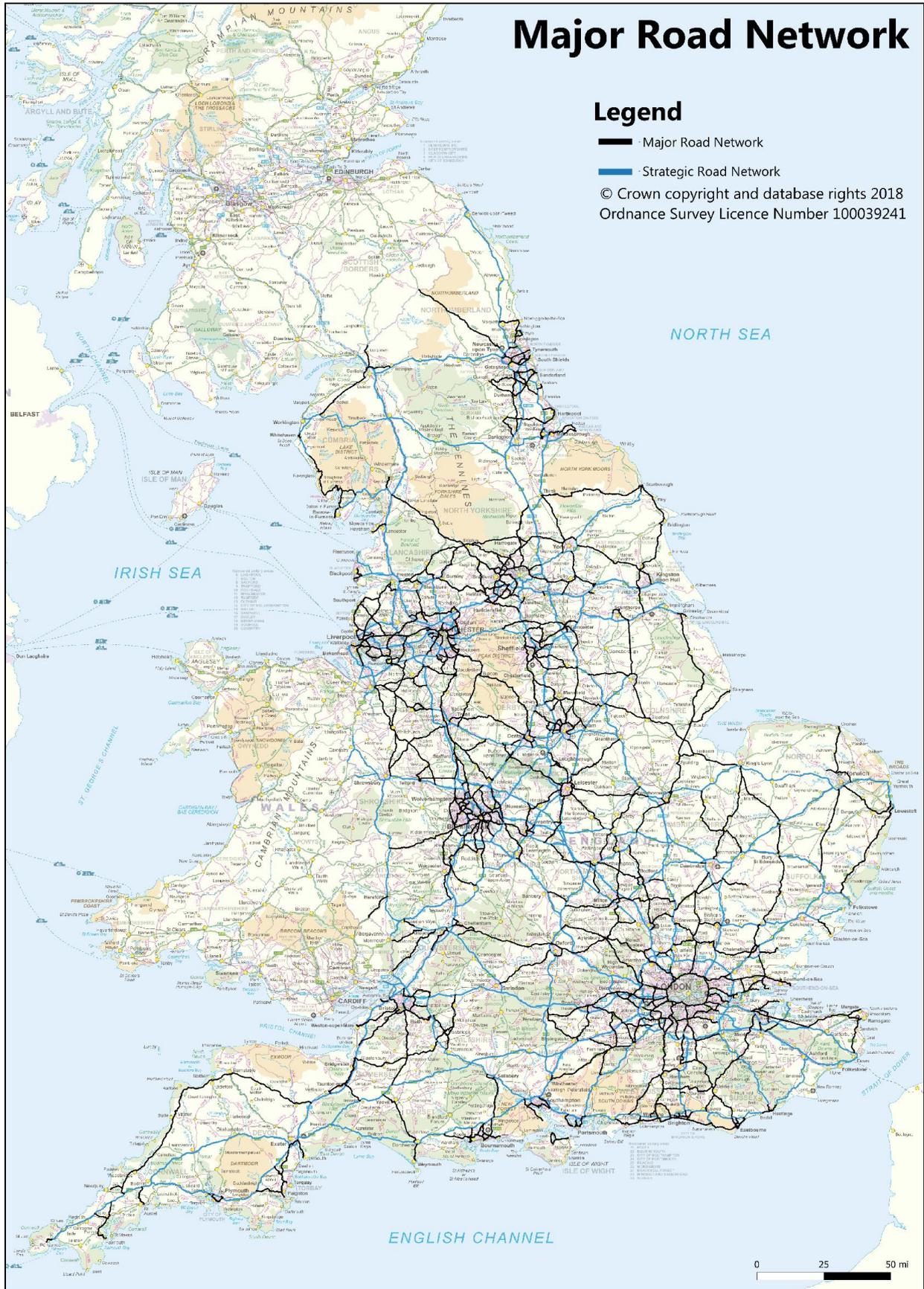
Not applicable

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	DfT Major Road Network

5. Background Papers

This report was written by Ian Kitchen, who can be contacted on 01522 553058 or ian.kitchen@lincolnshire.gov.uk.



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**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	Rail Update

Summary:

This report updates the Committee on rail issues across Lincolnshire. In particular, it highlights the position on the various rail franchises which cover the county and the service improvements which are expected to be delivered. The report also provides an update on the ongoing Williams Rail Review into the structure of the rail industry due to report later this year.

Actions Required:

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

1. Background

- 1.1 The rail industry nationally continues to face considerable uncertainty due to the wide range of issues it has faced in recent months and years. These include:
- severe problems arising from the major timetable changes introduced in May 2018
 - a shortage of rolling stock nationally, together with delays to the delivery of new rolling stock
 - delays to major infrastructure improvements on the network
 - continuing industrial action
- 1.2 In many parts of the country, rail travellers are continuing to experience long delays, short notice cancellations and regular over-crowding. As a result, public confidence in the industry is extremely low and there is some evidence to suggest that users are switching to other modes of travel instead.
- 1.3 The situation in Lincolnshire is perhaps not quite as bad as other parts of the country. The latest station usage figures produced by the Office of Road and Rail (ORR) show some 5,455,900 passengers using the county's

stations during 2017/18, an increase of 2.1% over 2016/17. In the last 10 years, the total growth has been 27.8%.

- 1.4 The following paragraphs outline the current position in respect of the rail franchises which operate in Lincolnshire.

East Coast Main Line Franchise

- 1.5 The franchise to run services on the East Coast Main Line (ECML) was awarded to Virgin Trains East Coast (a partnership between Virgin and Stagecoach) in March 2015. This included additional direct Lincoln-London services scheduled to commence in May 2019, providing 6 services each way at roughly 2-hourly intervals during the main part of the day.
- 1.6 However, the franchisee once again ran into financial difficulties (as had happened on two previous occasions) and in November 2017, the Secretary of State intervened. This resulted in the franchise being brought back in-house in June 2018 to be operated by the newly formed LNER Ltd, a government-owned company.
- 1.7 Initially, the government position was that they still expected to deliver the enhanced Lincoln-London services in May 2019. More recently, technical problems have been found during the testing of the new Hitachi Azuma trains due to be used on the ECML, in particular interference with line-side signalling equipment when running in electric mode. This has resulted in delays to the introduction of the Lincoln-London services. The most recent position in response to questions in the House of Lords is that the services are now expected to commence in September 2019, although this is subject to Network Rail approval.

Northern Franchise

- 1.8 The Northern Franchise was awarded to Arriva Rail North in April 2016. This franchise includes the Lincoln-Gainsborough-Sheffield line and the Saturday only Brigg line (with just 3 services each way between Sheffield and Cleethorpes).
- 1.9 As part of the service improvements, vastly improved Sunday services were introduced in December 2017 (up from 4 each way to 13/14 each way). In addition, direct Lincoln-Leeds services began in May 2018 with improved rolling stock.
- 1.10 Proposals to introduce new hourly weekday services into Gainsborough Central station from Sheffield/Retford were delayed due to the late completion of electrification in the Manchester area which would have enabled the cascade down of the required diesel trains. These services are now planned to start in May 2019. At the same time, many of the Lincoln-Sheffield-Leeds services will see a reduction in journey time of around 10 minutes.

- 1.11 An ongoing issue across the Northern franchise has been long-term industrial action, primarily against the use of driver-controlled or driver-only trains. This resulted in a much reduced Saturday services across the whole of the Northern franchise area, including on the Lincoln-Sheffield line (where a limited services has been running) and the Brigg line (where no services have operated). However, in early February, the industrial action was suspended following the involvement of ACAS, with Saturday services recommencing on 16th February. Discussions between Northern and RMT to reach agreement on future operating models are continuing.
- 1.12 From December 2019, the Leeds-Sheffield-Lincoln services are due to be branded as 'Northern Connect' services, along with other services linking the major urban areas across the North. These are due to be run using brand new rolling stock currently under construction.

East Midlands Franchise

- 1.13 The East Midlands franchise covers the majority of Lincolnshire's rural rail services and, after some delay, is currently in the process of being re-let. The three bidders (Abellio, Arriva and Stagecoach) submitted their bids in September 2018 and DfT are due to announce the winners in April 2019, with the new franchise starting in August 2019.
- 1.14 As reported to the Committee in September 2017, the authority has engaged with both DfT and the bidders throughout the re-franchising process. It was therefore encouraging to see the DfT Invitation to Tender include various improved services for Lincolnshire within the Train Specification to be delivered by December 2021 at the latest. These include:
- the service between Lincoln and Doncaster to become hourly (currently just 5 trains each way), which coupled with the early morning/late evening increases takes it to 16 trains a day each way.
 - the Lincoln-Grimsby service also becomes hourly, taking it from 7 and 6 train each direction to 16 and 17, again with earlier/later services. This is good news for Market Rasen where there have been regular overcrowding problems.
 - the Lincoln-Peterborough line also becomes hourly, rising from 8 trains each way to 15, again with later/earlier services.
 - the franchise now includes a direct reference to the need to support service into Skegness during the summer, which was previously missing and left to the operators discretion. The Lincoln Xmas Market is similarly mentioned.
 - there is a requirement for the franchise to time the 2-hourly Lincoln-Newark North Gate services in between the proposed direct 2-hourly Lincoln-London services to give, in effect, an hourly Lincoln-London service.

- 1.15 At this stage, it is not known how much further beyond the ITT requirements the winner bidder will go to provide additional services which have been lobbied for e.g. Sunday services between Lincoln and Peterborough along the Joint Line.

Cross Country Franchise

- 1.16 The Cross Country franchise provides the vast majority of the rail services through Stamford. As part of the renewal of the franchise, DfT carried out stakeholder consultation during 2018. However, the renewal of the franchise has now been put on hold pending the outcome of the Williams Review (see below).

Williams Rail Review

- 1.17 Following the major problems experienced within the rail industry during 2018, the Secretary of State for Transport announced a "root-and branch review of the rail industry" to be led by Keith Williams, deputy chairman of John Lewis and Partners and former chief executive of British Airways. The overarching aim of the Review is to identify the most appropriate organisational and commercial framework for the rail sector to support the delivery of the government's vision for rail.

- 1.18 The review's principles as set out in its terms of reference are:

- commercial models for the provision of rail services that prioritise the interests of passengers and taxpayers
- rail industry structures that promote clear accountability and effective joint-working for both passengers and the freight sector
- a system that is financially sustainable and able to address long-term cost pressures
- a railway that is able to offer good value fares for passengers, while keeping costs down for taxpayers
- improved industrial relations, to reduce disruption and improve reliability for passengers
- a rail sector with the agility to respond to future challenges and opportunities

The review's remit does not include the infrastructure and services that should be provided by the railway.

- 1.19 As a first step, the review has invited stakeholders to submit any evidence they wish to. It is then expecting to publish some initial ideas/thought for consultation in late February/early March. The Review's final report will be a government White Paper, which will be published in autumn 2019. This will set out the government's intentions for reform of the rail sector.

2. Conclusion

The rail industry has gone through considerable turmoil in the last few years. Public confidence in the industry is low, with many users experiencing long delays, cancelled trains and over-crowding on a regular basis. This has led the Government to set up the Williams Review to look at how the industry should be reformed to deliver its vision for rail.

In the meantime, improved services in Lincolnshire are scheduled to be delivered through the existing and proposed franchises as outlined in this report.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

No

b) Risks and Impact Analysis

Not applicable

4. Background Papers

Document title	Where the document can be viewed
Highways & Transport Scrutiny Committee - 18 Sept 2017 - Rail Franchising paper	www.lincolnshire.gov.uk

This report was written by Ian Kitchen, who can be contacted on 01522 553058 or ian.kitchen@lincolnshire.gov.uk.

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**Open Report on behalf of Andy Gutherson,
Interim Executive Director for Place**

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	Performance Report, Quarter 3 (Oct 2018 – Dec 2018)

Summary:

This report sets out the performance of the highways service including the Major Highway Schemes Update, Lincolnshire Highways Alliance Performance, National Road Condition Indicators, the CQC (Customer, Quality, Cost) Efficiency Network Results 2018 and the Customer Satisfaction Information.

Actions Required:

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

1. Background

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

This performance report contains:

- Major Highway Schemes Update March 2019;
- Lincolnshire Highways Alliance Performance Report Year 9, Quarter 3;
- National Road Condition Indicators 2018/19;
- CQC Efficiency Network Results 2018;
- Customer Satisfaction Information Q3.

Major Highway Schemes Update

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

- Lincoln Eastern Bypass
- Grantham Southern Relief Road
- Lincoln East West Link – now completed
- Spalding Western Relief Road
- Progress with North Hykeham Relief Road

There are a number of other major highway and other infrastructure projects which are of a significant scale and may have a major impact on the County and

surrounding area. All of these schemes are included in the Major Highway Schemes Update March 2019 found as Appendix A to this report.

Lincolnshire Highways Alliance Performance

Introduction

The Lincolnshire Highways Alliance is an Alliance between the Council, Dynniq, WSP and Kier. The Alliance delivers the majority of highway services through the Traffic Signals Term Contract, the Professional Services Contract and the Highways Works Term Contract which all started on 1 April 2010.

Each of the Alliance contracts has been extended by 1 year to 31st March 2020, which means that the contracts are now at full term and work has commenced on the procurement of their replacement.

Performance

Quarterly performance is reported through the Alliance management structure which includes a specific Performance Working Group, with performance issues becoming the subject of an improvement action plan. A copy of the Lincolnshire Highway Alliance Performance Report for Year 9, Quarter 3 can be found in Appendix B. This covers the period of October to December 2018.

The Alliance partners have managed to achieve their targets for Quarter 3. The results per contract area are:

- Highways Works Term Contract Performance Indicators (Kier) – down from 93.4% to 87.2%
The score this quarter has dropped from 93.4 last quarter. This is due to a slight decrease in response time to emergency work, and a decrease in quality assessment of workmanship passes. The emergency response times were historically only recording out of hours jobs, but have recently started including all works during the working week. Additionally, more 1 and 2 hour responses have been issued in place of traditionally 24 hour responses, narrowing the margin for error. The quality assessment of workmanship score has been adversely affected where confirmation of test results is pending at the time of reporting, and these outstanding schemes are scored as a fail. Both of these changes are being addressed through the Alliance Performance Working Group, with suggested changes to the way these measures are recorded already proposed for the next quarter to give a more accurate reflection of performance.
- Professional Services Contract Performance Indicators (WSP) – down from 85.2% to 84.5%
Performance remains at a good level albeit with the Q3 slightly down overall on recent quarters all-time high. The underlying trend therefore is balanced following a period of continuous improvement.
- Traffic Signals Term Contract Performance Indicators (Dynniq) – up from 97% to 99%
The overall score has increased slightly from 97 to a score of 99 points. Performance in this area is always very high.
- Client Performance Indicators (LCC) – Up from 59% to 62%
The Client score has increased this quarter. This is due to the forward programme measure scoring points.

- Alliance Key Performance Indicators (LCC/Kier/WSP/Dynniq) – up from 55% to 65%

The score this quarter has increased from 55 points to 65. Whilst the Public Satisfaction Survey score has dropped, there have been improvements in tasks being delivered against the programme and also in having an Agreed Programme in place.

There has been a dip in performance in some areas but good overall performance achieved in Quarter 3, suggests that the Alliance Indicators are set to remain at a high level for the remainder of the Alliance.

Traffic Signals Term Contract

Dynniq Performance scores continue to be good. With a Q3 score of 99%.

Service Delivery:

Focus has been to reduce the number of faults reported and also the number of repeat faults. Current statistics demonstrate a continuing reduction in reported faults each month with 99% of faults fixed first time. This is due to continued training and support given to the Lincoln team.

Planned maintenance continues to be on schedule, these visits are an opportunity to report back any onsite anomalies and hazards that need to be addressed. Photo evidence is captured if required.

Environmental:

100% of materials recovered from site are either reused or recycled. The reduction in Carbon emissions target is significantly below the 117.6 Tonnes target agreed.

Highway Works Term Contract

The main focus of work is to improve the carriageway condition. In Quarter 3 of Year 9 we have repaired 29,920 potholes, increasing from 25,874 in quarter 2 and 22,036 in Quarter 1 (26% increase). In anticipation of the potholes which can be caused by colder weather, extra reactive gangs have been working over the winter months which won't be diverted onto gritting. In January 2018, only 2202 potholes were filled but extra funding and alternative arrangements mean that in January 2019, 7600 were repaired. Positive results have been seen from the introduction of the new pothole process, with less repeat visits to the same defect. This process involved repairs being saw cut, filled with hot material and sealed to provide a higher quality repair and is being carried out wherever practicable. The number of "first time fix" repairs has been increasing throughout the year, standing at 88% in quarter 3.

The surface dressing programme was completed at the end of the summer, with around 378 miles of carriageway treated. This will extend the life of existing roads and prevent potholes from forming. In 2019, a further programme of surface dressing is planned, to treat another 349 miles of road. In addition, 86 miles of footway will be slurry sealed, improving the condition of the surface and preventing degradation.

21 different sites have or are in the process of being completely resurfaced this year, along with 108 patching schemes across the County. In addition, there was a

further programme of in-situ recycling spread over 19 sites, which equates to around 13 miles of carriageway. This "retread" process is carried out on mainly rural, unclassified roads and is helping to maintain the condition of the unclassified network in a steady state, as well as providing environmental benefits over traditional techniques. Testing of sites carried out over the last 5 years shows positive results (as well as a drastic visible improvement in the road surface) and as such the plan is to continue with a further programme in 2019.

Some of the extra funding which has been made available has been used for a selection of 41 reconstruction schemes on residential roads. These sites are where the public begin and end their journey and the repairs will make a highly visible impact to the urban network and has been targeted at some of the roads with the highest number of pothole complaints.

93 footway and drainage schemes have been taking place throughout the 2018/19 financial year,

In 2018, 100 Parish agreements and 4 District Council agreements were in place to cover amenity grass cutting. 61% of what was previously covered by LCC amenity cuts is now covered by these agreements. This trend continues into 2019 with 119 Parish Agreements to date and the 4 District agreements continuing. Notable additions for 2019/20 are Gainsborough, Stamford and Spilsby. The overall area has increased from 2018, mainly due to new adoptions and the identification of areas of highway verge previously missed from plans. Some small areas of LCC owned grass have also been added back into our schedules to ensure that they get cut. This "urban" grass cutting is in addition to routine safety cuts of around 10,500 miles of rural grass verges.

A programme of lining renewal commenced in September, providing a long-overdue refresh of 180 miles of the County's main roads, with a further 160 miles to be completed in the next financial year.

Professional Services Contract

The Technical Services Partnership (TSP), a 'mixed economy' between LCC staff and staff from the professional services provider (WSP), continues to be engaged in the design and supervision of our major schemes, and a range of other commissions, traffic modelling and other consultancy work. TSP also has commissions for on-going specialist services in the county for floods and drainage, signals, street lighting, structures, and signing & lining.

TSP continued to lead on the site supervision of the Lincoln Eastern Bypass.

The department recently provided expert witnesses as part of the Public Inquiry for Grantham Southern Relief Road; an event which went well and lasted just four and a half hours. The team are now preparing for the next stage of the scheme, whilst the DfT and Secretary of State come to an official decision.

The development of Spalding Western Relief Road, Sections 1 and 5, continues with preparation for a planning application this Spring. Separately, local public engagement events are taking place during February for sections 2, 3 and 4.

The business case for North Hykeham Relief Road is also being developed whilst TSP are also engaged in the on-going update of the Lincoln Transport Strategy; which supports the economic and spatial development of Greater Lincoln. Stakeholders are able to input to this through an online Transport Strategy Questionnaire or by attending a series of public events throughout January and February.

National Road Condition Indicators 2018/19

The national Road Condition Indicators are measured yearly by a combination of surveys including Scanner and Coarse Visual Inspections. These surveys produce a measure for the percentage of our road network which is above the threshold for requiring maintenance. In overall terms there has been a slight deterioration in the overall condition of the network with the Principal Road Network (PRN) deteriorating by 0.2% to 1.7%, B and C Class roads deteriorating by 0.6% to 5.4% and Unclassified roads deteriorating by 0.2% to 29.3%. This deterioration reflects the problems encountered with adverse weather during 2018 with winter damage and drought conditions over the summer months.

Our original asset management strategy was to focus our resources on the maintenance of the higher hierarchy roads, the A, B and C Class. We are now trying to maintain these at a similar level whilst also improving the Unclassified network and the additional funding received from the County Council and Central Government will assist with this. A graph showing the recent history of road condition indicators for our network can be found as Appendix C.

CQC Efficiency Network Results 2018

The CQC Efficiency Network is a national assessment of the efficiency of our road carriageway maintenance activity. It uses data from the National Highways and Transport (NHT) Survey, which measures our customers' perception of satisfaction with our highways services, and combines this with data concerning the cost of delivering this service and condition and performance data for our highway network. Adjustments are then made for a range of factors such as the size of authority and traffic volume.

CQC ratings are percentage scores used to quantify the difference between Actual Cost and Predicted Minimum Cost for delivering that level of service. Yearly results are then adjusted into a trend analysis to smooth out fluctuations. This year the analysis suggests that we are operating at a 96% efficiency level, with a 3% improvement since scoring started in 2013. This improvement is assessed as a £6,362,982 cumulative cost saving in that time due to these ongoing efficiencies.

This supports and reflects some of the other associated data which suggests that the service is being delivered in an efficient and effective way. The CQC Efficiency Network Results 2018 can be found as Appendix D and E.

Customer Satisfaction Information

Compliments relating to highways and transport decreased slightly from the previous quarter but they remain the same as Q3 2017/18. There are a range of reasons including road repairs, resurfacing and pothole repairs.

This Quarter Highways and Transport has received 30 complaints which is a decrease of 25% on last Quarter when we received 40 complaints. When comparing this Quarter with Q3 2017/18, there is a 51.2% decrease when 62 complaints were received.

The full Customer Satisfaction Information Quarter 3 October to December 2018 can be found as Appendix F.

2. Conclusion

The Lincolnshire highway service continues to perform at a high level as the Highways Alliance prepares to enter its final year.

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

3. Appendices

These are listed below and attached at the back of the report	
Appendix A	Major Highway Scheme Update Report February 2019
Appendix B	Lincolnshire Highways Alliance Performance Report Year 9 Quarter 3 October to December 2018
Appendix C	National Road Condition Indicators 2018/19
Appendix D & E	CQC Efficiency Network Results 2018
Appendix F	Customer Satisfaction Information Quarter 3 October to December 2018

4. Background Papers

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

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

Appendix A

Major Highways Scheme Update – February 2019

Lincoln Eastern Bypass

This is the county council's largest Highway scheme with a budget of £125m, which includes a DfT grant of £49.95m. Following the liquidation of Carillion, Galliford Try were awarded the remainder of the construction works package

The main works on site are currently focussed on commencing the bulk earthworks excavation and removing the material toward Greetwell Road and filling the adjacent quarry. This is being enabled by the newly completed Lincoln to Spalding Rail Line Underbridge, the completed Lincoln to Market Rasen Rail Line Overbridge and the completed temporary bridge over the River Witham.

On the 15th January 2019 Galliford Try's earthworks sub-contractor, Hawk announced that they were going into liquidation. Galliford Try submitted tenders to the market on Monday 28th January and a number of earthworks tenderers appear to be interested. Prospective tenderers have visited the site to conduct investigations to facilitate the tendering exercise. A new earthworks sub-contractor will be appointed, subject to assurance and financial checks and viability of the tender package. Until then Galliford Try will continue to provide critical elements of the earthworks programme through self-delivery operations on site. The potential impact (if any) on costs or programme will not be known until the tenders have been returned and been evaluated.

Heighington Road has also recently been closed and shall remain so for 11 months to allow a 16m deep excavation for the LEB and then constructing the 33m long overbridge to maintain the Heighington Road route.

The land adjacent to Hawthorn Road has been excavated to allow the foundations for the Hawthorn Road footbridge to commence.

Grantham Southern Relief Road

This scheme is a 3.5km road with a five span viaduct carrying the road over the East Coast Mainline railway and has a current budget of c£100m and consists of three phases. The works will be funded from SLGF grant from the LEP, HCA grant and developer contributions with LCC forward funding this.

The King 31 Phase 1 from the B1174 running towards the A1 is already complete. The completed design for King 31 Phase 2 has received technical approval from Highways England in December 2017.

The design for Phase 3 the Southern Quadrant Link Road is complete. LCC have signed a Section 6 agreement with both the Department for Transport and Highways England to enable legal orders for the whole scheme to be published. The orders including the Line Orders for the Trunk Road and compulsory purchase orders for outstanding land required were advertised on 2 March 2018. Objections were received to the advertised orders and a statement of case was served to the DfT on the 12 June 2018 in response to the objections.

The Public Inquiry commenced on the 2nd January and closed in the same day. The inspectors report was submitted to central government on the 24th January for approval. Lobbying is ongoing to drive a swift response through involvement from Nick Boles MP. If a swift response is received then works on phase 2 is likely to commence summer 2019 with phase 3 commencing early 2020.

Land negotiations to acquire any outstanding plots of land by agreement are continuing to progress during this period.

LCC have now qualified for the next stage of a bid to HCA for a forward funding Housing Infrastructure Grant.

Spalding Western Relief Road

Section 1 (Southern Connection) – LCC and the developer have reached an 'in principle' financial agreement for funding Section 1 of the SWRR.

Sections 2, 3 and 4 – These sections of the SWRR are having options developed as part of the SWRR delivery strategy. An engagement process is ongoing on the route and alignment of sections 2 to 4 in Spalding. The response and attendance has been high and generally positive.

Section 5 (Northern Connection) – In February 2018 SHDC in collaboration with LCC were successful in securing £12m from the HCA for delivering this section of the SWRR. A meeting with Homes England on 6th April 2018 highlighted the positive partnership working on the development of the scheme. Further costs and programme details have been provided via an additional paper and supplementary evidence to Homes England on 30th April 2018. Homes England has suggested that the funding will be made available in March 2019.

Work has commenced on the preparation of separate planning applications for Sections 1 and 5 for submission to the planning authority on the 1st March 2019 for Planning and Regulations Committee in June.

Traffic modelling work has been commissioned from WSP and surveys have been completed with the analysis of the data, this information will support the planning applications for Sections 1 and 5.

North Hykeham Relief Road, Lincoln

An Outline Business Case is currently being prepared, funded by the Advance Design Block. This will continue the progress for this major scheme in preparation for funding opportunities to enable the delivery of the next stage. The aim is to submit a bid to Midlands Connect by the 22nd February for prioritising before submitting to the DfT later in 2019.

A number of community engagement events were held in June 2018 for updating key stakeholders on progress and ensuring compliance with the DfT funding bid process. A paper was submitted to Highways and Transport Scrutiny Committee and full Executive Committee, where all the recommendation were approved. This included a bid basis of requesting 70% funding from the DfT and building the road to a dual carriageway standard. This road will be a key link in the Lincolnshire Coastal

Highway from the A1 through to Skegness as well as completing the circulatory around Lincoln.

Lincolnshire Coastal Highway

Lincolnshire County Council is investigating potential improvements to the A158 across the county from the A1 to the North Sea coast, known as the 'Lincolnshire Coastal Highway'. This will look at the options for intervention along the route. In identifying improvements to the highway, consideration will need to be given to being future-ready, building in capacity to support growth, investigating options across a range of modes, building in resilience and lower longer term costs for management of infrastructure.

The Council has developed a number of potential projects and initiatives along the route and has also held four engagement events at Skegness, Horncastle, Wragby and Lincoln to gather perceptions, existing challenges and potential solutions from key stakeholders.

The sifting of the longlist of projects against assessment criteria has been completed and a shortlist of options has been developed. A paper went to Informal Executive on 19th June 2018 outlining the proposed shortlisted projects including existing projects like the North Hykeham Relief Road, A46/A15 Nettleham Road Roundabout and A46/A158 Riseholme Road Roundabout. The Executive proposed three additional projects which are also being taken forward, these being: Horncastle Bypass, Skegness Relief Road and Wragby Pedestrian Crossing as well as various safety improvements. This work is being progressed to the next stage which entails a scoping report of costs, benefits and deliverability. Once complete a further paper will be produced and presented to the Informal Executive at a later date.

National Productivity Investment Fund

LCC was successful against the NPIF tranche 2 bid for A46 Dunholme/Welton roundabout improvement which has an estimated cost £5.2m. The DfT awarded LCC a £2m grant. Planning approval was granted in February 2018 and work has been progressing on detailed design and land acquisition in parallel with the legal orders process. The legal orders are likely to be published in March 2019 which will likely result in objections, resulting in a need for a Public Inquiry. It is expected that works will commence in 2020.

Single Local Growth Fund 3

The A46/A15 Nettleham and A46/A158 Riseholme Road Roundabout projects on Lincoln's Western Bypass attracted SLGF to a value of £2.5m. The project entails enlarging the size of both roundabouts and increasing the number of lanes both entering and exiting each leg of both roundabouts. This will reduce congestion at these pinch points and improve journey time reliability. Detailed design is progressing with a focus on acquiring the required land through agreement. It's expected that work may commence in 2020.

Network Rail Brayford Wharf East Footbridge, Lincoln

This is a Network Rail owned and managed project which consists of constructing a new iconic footbridge over the rail line on Brayford Wharf East. Following an appeal process planning permission was granted to Network Rail in January 2018. Morgan

Sindall were awarded the tender to design and build the footbridge which commenced on site in October 2018 and is planned to be completed in May 2019.

Holdingham Roundabout and Rugby Club Junction, Sleaford

NKDC and LCC have secured £1.5m of funding for the GLLEP towards the development of Holdingham Roundabout and the A17/A153 junction (known as the Rugby Club Junction). In addition, a £2.5m S106 contribution has been agreed for investing into these projects. Holdingham Roundabout currently suffers congestion that is predicted to become worse with significant levels of future development in the town. An options study was completed and partial signalisation was agreed as the most economical option when balancing the required improvements and cost. Detailed design work has commenced with a planned construction in 2020.

The improvements at the Rugby Club Junction are also expected to commence in 2020 with a co-ordinated approach to both the design and construction to limit the disruption to the highway network.

Lincoln Transport Strategy

Work has commenced on the development of a new Lincoln Transport Strategy to support the economic and spatial development of the Lincoln urban area. The current Lincoln Integrated Transport Strategy (LITS) was developed by LCC in 2006 and updated in 2008 with a progress review conducted in 2013. Since the adoption of LITS, LCC has made significant progress in securing funding for and completing a number of major transport schemes, improving public transport and enhancing access for pedestrians and cyclists. Of particular note over recent years have been the completion of the A46 Teal Park Dualling, the East-West Link in the city centres and a number of pinch-point schemes. In delivering this project an objective led and robust process will be followed for identifying potential options that could be taken forward for any future funding bids.

The strategy is being completed in partnership with key stakeholders, CoLC, NKDC and WLDC. The initial engagement exercise was completed in November with a report expected early 2019. Further engagement with wider stakeholders and the public commenced in February and will be complete in late February / early March. The new strategy is programmed to be completed late summer 2019.

Boston Distributor Road Scoping Bid

A project scoping report was produced by LCC and submitted to Matt Warman MP for lobby to central government for funding to progress a Boston Distributor Road Outline Business Case. This has the potential to lead to funding for the project.

**Lincolnshire Highways Alliance
Performance Report
Year 9 Qtr 3 October to December 2018**

February 2019

Introduction

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

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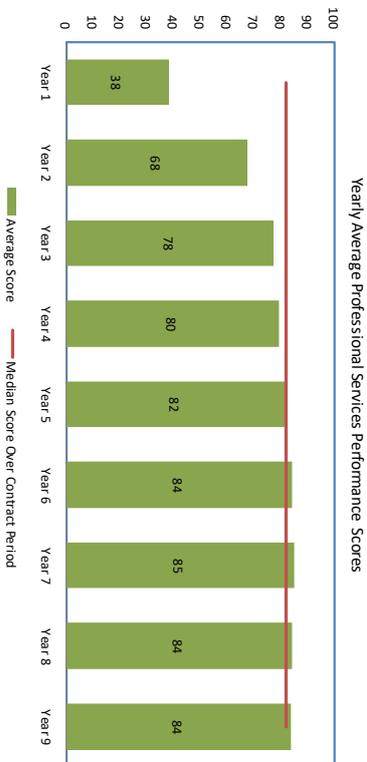
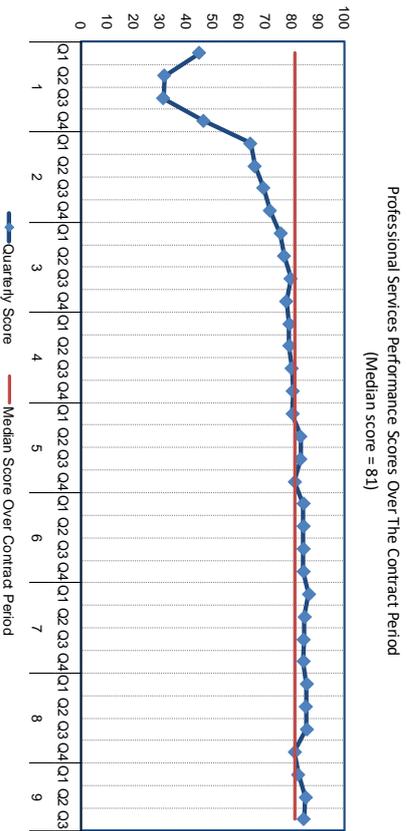
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Professional Services Contract Performance Summary

PSP	Metric	Target	Current Quarter Score	Quarter Score	Last Quarter Score	Rolling Year		Comments for Quarter
						Average	2 Year Trend	
PSP P11	Client Satisfaction of Product	8.5	9.50	15.0	15.0	14.4		PSP 1 and 2: Satisfaction: remains at a good level, with actual results averaging at over 9.59 out of 10 for both service and product. The return rate for P11 was improved on Q2 at 37% but P12 was reduced at 48%.
PSP P12	Client Satisfaction of Service	8.3	9.68	15.0	13.7	14.4		
PSP P13	Compliance with tendered Quality Statements	95%	98.0%	9.8	9.8	9.6		PSP 3: Quality statements: In addition to various service wide commitments, this year's promises incorporate a number in support of implementing key aspects of the TSP Improvement Plan. The result this quarter is at 98% reflecting ongoing commitment with resourcing major schemes, and making positive progress on the improvement plan.
PSP P14	Predictability of Design Costs	Design Costs to be within 10% accuracy	7.41%	11.7	10.8	11.2		
PSP P15	Predictability of Works Costs	Works Costs to be within 10% accuracy	Removed	n/a	n/a	3.0		PSP 4 & 6: Design delivery to cost and time: Scores for delivery to cost and delivery to time are slightly up on Q2 – with the performance of certain individuals being reviewed. Overall 7.41% (4/54) of schemes actual costs were >10% budget, with 14.81% (8/54) of schemes finishing >10% late. There continues to be a clear focus of the TSP improvement plan in this area.
PSP P16	Predictability of Time for Design	Time for Design to be within 10% accuracy	14.81%	11.7	11.5	11.9		
PSP P17	Predictability of Time for Construction	Time for Works to be within 10% accuracy	15.00%	11.3	12.4	11.4		PSP 7: Works delivery to time: As with design, delivery to time is good, but down on Q2 with 15% (3/20) of schemes completing >10% after predicted end date.
PSP P18	% Compensation Events acknowledge within 2 weeks	90%	52.94%	5.0	7.0	15.0		
PSP P19	Date Forward Programme issued	Nov-18	Nov-18	5.0	5.0	15.0		PSP 8: Compensation Events: A reasonable performance with 17 CEs for this new measure in this quarter, where 9 were actioned within 2 weeks. The teams are to be reminded of these new measures with a view to further improving this. PSP 9: Provision of Kier Programme: This is a time bound measure, triggered between 30/11/2018 and 31/03/2019 – TSP Structures and Street Lighting Initial Programmes provided by 30/11/18.

Total	84.5	85.2	83.3
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Overall Summary
Performance remains at a good level albeit with the Q3 slightly down overall on recent quarters all-time high. The underlying trend therefore is balanced following a retained period of continuous improvement.



Traffic Signals Term Contract Performance Summary

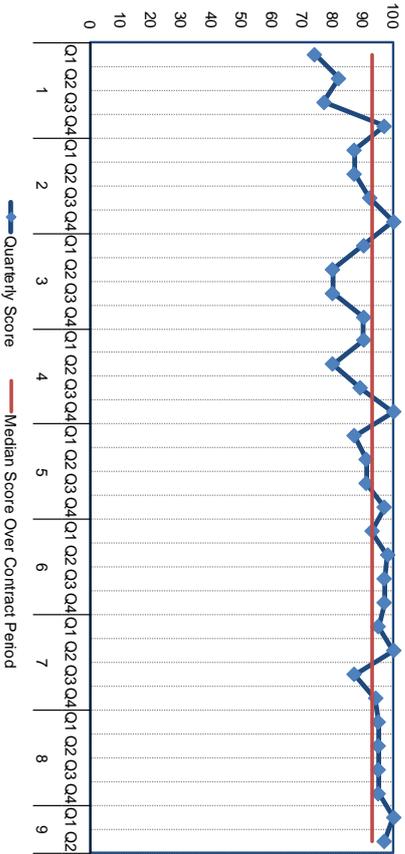
TS/TC	Metric	Target	Current Quarter	Quarter Score	Last Quarter	Year Average	2 Year Trend	Comments for Quarter
TS/TC P11	10 Critical Contractors Quality Promises	100%	100%	5 ↔	5	5.0		All 10 quality promises are being met scoring 5 points for 100%.
TS/TC P13	Acceptable Site Safety Assessments per annum	95%	100%	10 ↔	10	10.0		No joint inspections took place this quarter, so the measure has been deemed to be 100% compliant
TS/TC P14	Weekly works planning & asset data supplied within timescales	99%	100%	10 ↔	10	10.0		Weekly works planning and asset data supplied within agreed timescales. 3/3 Inventory's received and 13/13 Whereabouts submitted. 13/13 Dashboard compliance checks carried out in Q3.
TS/TC P15	Number of Faults Cleared within Contract Timescales	99%	100%	10 ↔	10	10.0		460 faults out of 460 faults received during Q3 have been cleared within the contract timescales.
TS/TC P16	% Task Orders completed on time	99%	100%	10 ↔	10	9.3		102 / 102 task orders that have been received during Q3 have been completed within the contract timescales.
TS/TC P17	% Task Orders completed free of remedial works	99%	100%	10 ↔	10	10.0		0 remedial have been reported for the task orders this quarter
TS/TC P18	% faults resolved at the first visit.	99%	98.91%	9 ↑	7	8.8		455 out of 460 Standard faults & Emergency faults were resolved first time.
TS/TC P19	% Task Orders carried out in compliance with TMA.	99%	100%	10 ↔	10	10.0		All task orders have been completed complying with TMA.
TS/TC P10	% annual inspections completed per annum.	100%	100%	10 ↔	10	10.0		114 inspections were carried out during Quarter 3, bringing the total for the year to 303 inspections. This measure is currently ahead of programme.
TS/TC P11	Reduction in Carbon Emissions	<117 Tonnes CO2	27.15tonnes	10 ↔	10	10.0		Target is to reduce Carbon Emission by 5% from 123.77 Tonnes of CO2. This has been achieved significantly.
TS/TC P12	% waste reused/recycled	100%	100%	5 ↔	5	4.8		93.82% Recycled materials & 6.18% recovered materials
TS/TC P12	Reportable accidents under RIDDOR	0	0	0 ↔	0	0.0		Zero reportable incidents

Total	99.0	↑	97.0	97.8
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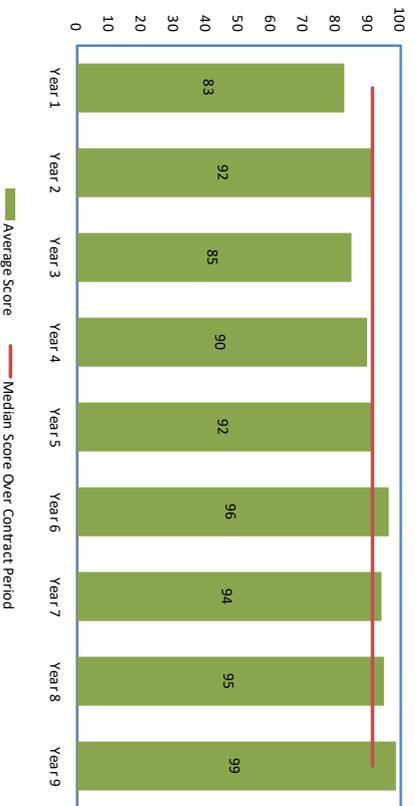
The overall score has increased slightly from 97 to a score of 99 points. Performance in this area is always very high.

Overall Summary

Traffic Signals Performance Scores Over The Contract Period
(Median score = 93)



Yearly Average Traffic Signals Performance Scores



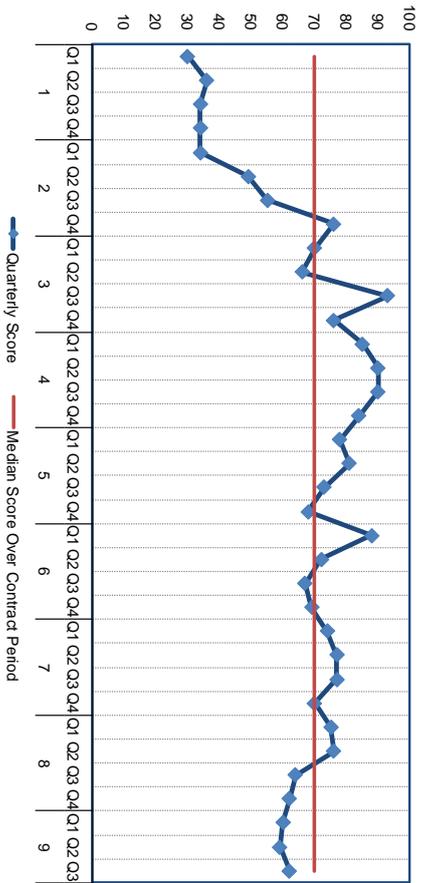
Client Performance Summary				Current Quarter	Quarter Score	Last Quarter	Year Average	2 Year Trend	Comments for Quarter
Client P11	Pain/Gain Results by Area	In Gain	Removed	n/a	n/a	1.8			This measure has been replaced by Client P17
Client P12	Date Forward Programme issued	By Sept 18	Nov-18	3	↑	0	0.8		The Scheme Proposals for 2019-20 were submitted late. They were due end of September - but were not fully sent until mid November 2018. As such this measure scores 3 points.
Client P13	% variation from current programme spend profile	On time	On Time	20	↔	20	20.0		All budget and forecast data has been submitted on time.
Client P14	% of JVs giving all info 8 weeks prior to start	100%	99.75%	19	↔	19	18.8		Performance has improved with a increase in 'right first time' client task orders this quarter, with the number of rejected orders decreasing from 0.44% last Quarter to 0.25% this Quarter. In real terms this means that 9 jobs were rejected out of 3621 total jobs. This has though had no impact on the score.
Client P15	Valuation of compensation events versus targets	<2% variation	1.79%	20	↔	20	19.3		So far £13,204,600 has been raised on Confirm with £235,929 compensation events against that target.
Client P16	% of CEs committed within timescale	98%	45.71%	0	↔	0	0.3		Out of 105 Compensation Events recorded only 48 were responded to in the two week time frame. This has decreased so will still need to be monitored and data will be issued on Dashboards to inform all parties of this performance.
Client P17	Client Response Times	100%	80.53%	0	↔	0	0.0		Out of 10551 incoming enquiries only 8497 were actioned within appropriate time scales. This has improved form last quarter but will still be monitored to see if an improvement plan needs to be initiated.

Total	62	↑	59	60.8
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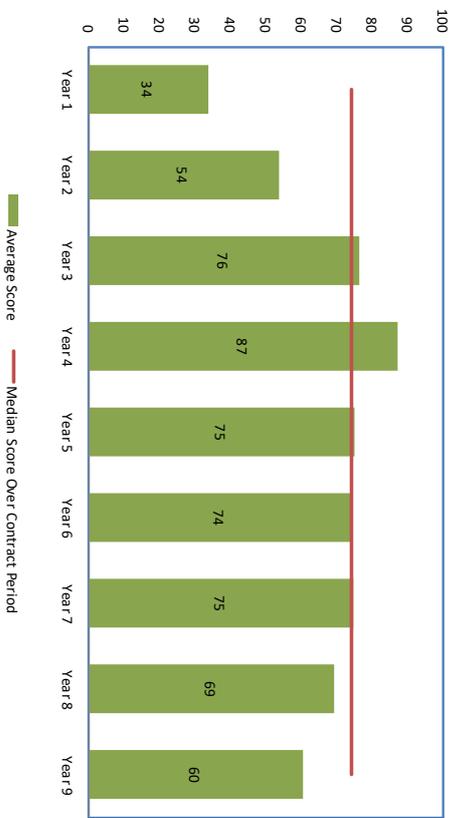
The Client score has increased this quarter. This is due to the forward programme measure scoring points.

Overall Summary

Client Performance Scores Over The Contract Period
(Median score = 70)

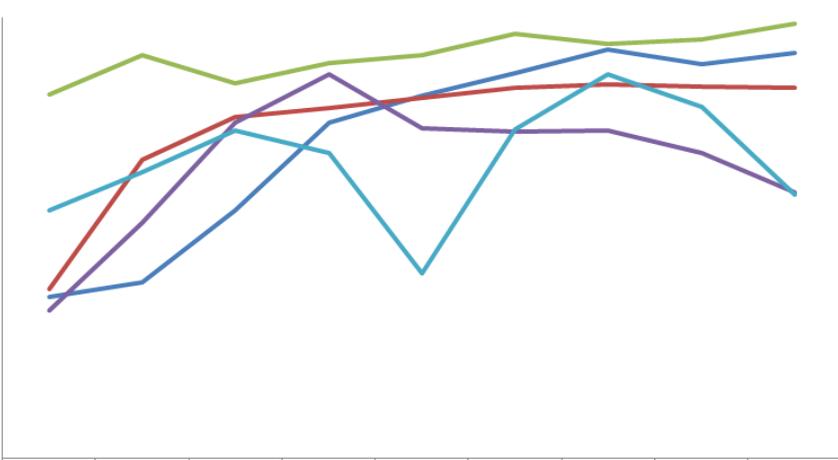


Yearly Average Client Performance Scores



Comparative Yearly Average Performance Over Contract Life

100.0
90.0
80.0
70.0
60.0
50.0
40.0
30.0
20.0
10.0
0.0



	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9
Highways Works Term Contract	36.8	40.0	56.3	76.3	82.4	87.5	92.7	89.3	91.9
Professional Services	38.4	67.7	77.5	79.5	81.9	84.2	85.0	84.4	84.0
Traffic Signals	82.5	91.5	85.0	89.8	91.5	96.2	94.0	95.0	98.7
Client	33.5	53.5	76.3	87.3	75.0	74.1	74.5	69.3	60.3
Alliance	56.4	65.0	74.5	69.3	42.0	74.7	87.2	79.8	60.0

Conclusion

The Highway Works Term Contract score 91.2 has decreased from last quarters score of 93.4.

The Professional Service Contract score has decreased slightly to 84.5 from 85.2. This is a good score and maintains at a high level.

The Traffic Signals Contract scored 99 this quarter an increased from 97 last quarter. This area is consistently at a high level.

The Client score has increased to 62 points this quarter from 59. Compensation Events being committed within timescales, having an agreed forward programme and enquiry response times are areas that requires improvement if the Client score is to improve significantly.

The Alliance Indicator score has increased this quarter from 55 points to 65 points. Not having an agreed programme in place for next year was a factor, but also public satisfaction on the NHT survey has dropped from last year. Improvement in these areas will be required to improve on the score.

James Malpass
February 2019

Improvement Actions

Indicator No	Description	Action	Owner	Target Date
Client PI 6	CE's committed within Timescale	Assess all CE's committed by Officer to see if there is a pattern. Report information on Divisional Dashboard and to the monthly NDM's meeting. Monitor results for future Quarters as Confirm/Agresso shut down will effect CE commitment.	Network and Development Managers, TSP management and Divisional management.	March 2019 Q4 Year 9
Client PI 2	Date forward programme issued	The processes involved to issue a programe has change this year but has resulted in the programme taking longer to produce. This will need to be monitored and see if lessons can be learn to improve for subsequent years.	Network and Development Managers, TSP management and Divisional management.	March 2019 Q4 Year 9
Client PI 7	Client Response Times	This is a new measure that will need to be monitored to ensure improvement in future	Network and Development Managers, TSP management and Divisional management.	March 2019 Q4 Year 9
Alliance KPI 2	Public Satisfaction Survey	Liaise with the Comms Team to see if a PR Campaign can improve public perception of the Alliance.	Target Cost and Performance Manager, Alliance Works Contract Manager	March 2019 Q4 Year 9
Alliance KPI 6	Creation of an agreed programme	The processes involved to issue a programe has change this year but has resulted in the programme taking longer to produce. This will need to be monitored and see if lessons can be learn to improve for subsequent years.	Network and Development Managers, TSP management and Divisional management.	March 2019 Q4 Year 9

Highway Works Terms Contract (HWTC)– Performance Indicators

HWTC PI1 - Street Lighting service standard.

This indicator is designed to measure the percentage of streetlights working within Lincolnshire and is identified through night scouting regime and customer reported faults.

The method of assessment has been amended to suit the transformation project. Since 2016 due to ongoing funding cuts, there has been a project of conversion of the current infrastructure. This has include converting street lighting to LED lights, 'part-night' lighting and switching off of lights permanently as a way of reducing spending.

Further information can be found at : www.lincolnshire.gov.uk/transport-and-roads/major-projects/street-lighting-transformation-project

As such this indicator is measured by looking at the following elements

- a) Amount of conversions completed in line with project plan
- b) Delivery of daily whereabouts each working day
- c) % of Non-transformation and non-emergency jobs not requiring return visit
- d) % of Non-transformation and non-emergency jobs completed

HWTC PI2 - Compliance of response times in respect of emergency works

This indicator is designed to measure the percentage of emergencies responded to within given timescales.

This is identified by comparing the total number of emergencies attended within time, to the total number of emergencies reported and logged.

Points Scale	99.5 to 100% = 10
	98.5 to 99.5% = 8
	97.5 to 98.5% = 6
	96 to 97.5% = 4
	95 to 96% = 2
	<95% = 0

HWTC PI3 - Tasks completed with given timescale

This indicator is designed to measure the percentage work orders completed within agreed timescales.

This is identified through comparing the total amount of work orders completed within agreed timescales, to the total amount of work orders.

HWTC PI5 - Acceptable site safety assessment

This indicator is designed to measure the safety of site work. This is identified through Mouchel Inspections and Client H&S Inspections. Ratings are 1-5 where 1 and 2 is classed as not acceptable.

This indicator was revised in Year 6. Instead of looking at the Quarter average the indicator now looks at a Yearly average. This is because not enough assessments were being undertaken over the Quarter to give meaningful data.

The target is for 95% of assessments to be considered acceptable.

HWTC PI7 - Defect correction requiring traffic management.

This indicator is designed to measure the amount of remedial work carried out over a quarter, where defects have been found and need to be rectified.

This is identified by comparing the number of defect job types raised in quarter as a percentage of total number of orders.

HWTC PI 8 - % waste reused/recycled

This indicator is designed to measure the amount of waste that is reused/recycled compare to going to landfill.

The target for the indicator is that 90% of waste does not go to landfill, so that the environmental impact of the service is reduced.

HWTC PI 9 – Compliance with tendered Quality Statements

This indicator is designed to review delivery against a series of quality statements made during the tender for the contracts which are chosen each year by the performance group.

The statement currently used to monitor performance are : -

- Audits undertaken by competent, trained and qualified assessors will focus on compliance with legislation, policy, meeting contractual requirements and effectiveness and efficiency of key processes. Value from audits will be shared across the Alliance.
- Engage schools, colleges as part of Local Communities Investment Plan. Provide presentations to local schools about “stay safe – stay off site”, road safety and careers within construction industry
- Improve customer satisfaction and lower overall costs and improvements by measuring community response.
- To develop a Vehicle and Plant Asset Review
- Each area to have a Performance Improvement Plan
- “Drive Alive” training scheme to be initiated to drive down carbon emissions and teach methods of safe and economical driving which must be adhered to.
- Implement and improve the Alliance H&S Plan
- To develop a programme of inspections and audit.
- All Schemes to be financially closed out within 3 months.
- Involve subcontractors with improvement scheme.
- Produce an agreed programme of works .
- Alliance training to be delivered to all staff

HWTC PI10 - Quality assessment of workmanship

This indicator is designed to measure the compliance to agreed material standards as detailed within contract specification.

A number of sites are tested by Lincs Lab and reported compliance is used to equate the indicator score. Sites can be requested by Division for investigation, but the majority of sites tested, are randomly selected.

This is identified by comparing the total number of passed quality assessments, to the total number of assessments carried out to get a pass percentage.

Ideally the pass percentage should be 100%, so total points reduce for being below this; 1 point for every 3% below.

HWTC PI11 - Measure/reduce carbon over the whole fleet

This indicator is designed to monitor the amount of mileage each quarter to try to ensure that there is a reduction in our carbon emissions.

HWTC PI12 - % task orders in compliance with Traffic Management Act

This indicator is designed to measure the compliance with the Traffic Management Act regulations with regards to correct notice of works being produced.

All jobs with value that need a TMA notice are recorded over the Quarter and checked accordingly.

HWTC PI4 - Reportable accidents under RIDDOR

RIDDOR is the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

This indicator is designed to measure the number of RIDDOR reportable accidents. The objective of this indicator is to reduce the number of accidents.

This indicator does not provide points as ideally there will be no accidents/incidents. Instead points are lost from the total if any occur.

HWTC PI6 - Services Strikes

This indicator is designed to measure the number of statutory undertaker equipment strikes occurring during works on the Lincolnshire highway network. The objective of this indicator is to minimise the number of service strikes.

This indicator does not provide points as ideally there will be no strikes. Instead points are lost from the total if any occur.

Professional Services (PSP) – Performance Indicators

PSP PI1 – Client Satisfaction of Product

This indicator is designed to measure Client Satisfaction with finished Works.

The method of measuring this indicator is by recording client satisfaction on completion of design and completion of works based on responses to questionnaires that offers clients the opportunity to grade works based on their opinion on the end product..

Score		
Excellent	Totally satisfied. Excellent Service	10
Good	Demonstrates above average proficiency. Exceeds expectations.	8
Satisfied	Competent service. Meets expectations. Neither satisfied nor dissatisfied.	5
Less than Satisfied	Does not fail but service is basic.	3
Poor	Total failure. Totally dissatisfied	1

The total score is then averaged for all completed works for a quarter.

$$PI = \frac{\text{total score of questions answered.}}{\text{Number of questions answered.}}$$

PSP PI2 – Client Satisfaction of Service

This indicator is designed to measure Client Satisfaction with the provided service.

The method of measuring this indicator is by recording client satisfaction on completion of design and completion of works based on responses to questionnaires that offers clients the opportunity to grade works based on their opinion on the service provided.

Score		
Excellent	Totally satisfied. Excellent Service	10
Good	Demonstrates above average proficiency. Exceeds expectations.	8
Satisfied	Competent service. Meets expectations. Neither satisfied nor dissatisfied.	5
Less than Satisfied	Does not fail but service is basic.	3
Poor	Total failure. Totally dissatisfied	1

The total score is then averaged for all completed works for a quarter.

$$\text{PI} = \frac{\text{total score of questions answered.}}{\text{Number of questions answered.}}$$

PI3 – Compliance with tendered Quality Statements

This indicator is designed to review delivery against a series of quality statements made during the tender for the contracts which are chosen each year by the performance group.

PSP PI 4 - Predictability of Design Costs

This indicator is designed to measure Professional Services Design Costs compared to agreed fees. An agreed fee for design prior to commencement of work is compared to the Actual out-turn fee (this will include any additional fees).

Ideally the Actual out-turn fee will equal the agree fee or come under.

This indicator measures the percentage of construction works where the design costs ended up being above the agreed fee.

PSP PI 5 - Predictability of Works Costs – This measure will be removed

This indicator is designed to measure the estimated works costs against the Actual works cost. A figure is produced each quarter to show how accurate estimates were for a given quarter.

Ideally the costs of works will be less than or equal to the estimated amounts.

PSP PI 6 - Predictability of Time for Design

This indicator is designed to measure the time taken for Design work compared to agreed timescales for this process.

Each set of works has an agreed length of time for design. This is the length of time expended in providing the required deliverable(s) prior to commencement of construction.

The Agreed time to undertake the work and target delivery date is compared to the actual date the design work was completed.

This accuracy is used to give an interpretation of how much Design work has been completed on time, or going over schedule.

PSP PI 7 - Predictability of Time for Construction

This indicator is designed to compare the actual time taken to undertake Works compared to the estimated time for construction.

This measure gives an indication as to how accurate the design works were with regards to estimate timeframes.

PSP PI 8 - % of Compensation events committed within timescale

This indicator is designed to ensure compensation events are committed in a timely manner as they can delay works close down.

The method of measuring this indicator will be to take information from a scheduled Confirm report. The report will show the compensation events raised and committed within two weeks and over two weeks for each highways area and this will be shown as a percentage.

10% variation is allowable (90% accuracy) – there after points are lost.

>90%=10;

80-89%=8

70-79%=7;

60-69%=6

50-59%=5;

40-49%=4

30-39%=3;

20-29%=2

10-19%=1;

<10%=0

PSP PI 9 - Programme issued to Contractor

The Indicator is designed to allow sufficient time ahead of scheme commencement to ensure Early Contractor Involvement can be fully implemented and also encourage effective planning throughout the Alliance. It is also gives the contractor the opportunity to plan and control his resources

PSP are required to issue the Forward Programme to the Contractor by the end of November (annually).

Points are lost for being beyond this date.

Traffic Signals Term Contract (TSTC) – Performance Indicators

TSTC PI 1 - 10 Critical Contractors Quality Promises

This indicator is designed to measure to what extent the quality promises from the contract tender are being met

Analysis of actions by the term contractor in relation to the quality promises with 1 mark being given for each action achieved. Actions are:

1. Full attendance and participation at Alliance Meetings
2. Fully operational Lincolnshire depot and testing facility
3. Fully engaged in ECI in design process
4. Fully engaged in managing the programme
5. Full collaboration in Alliance projects
6. Full implementation of Alliance branding
7. Competency of staff
8. Full operation of target cost financial system
9. Full operation of an open book financial system
10. Fully compliant Fault Management System

A maximum score of 5 points is obtained by meeting all 10 promises.

TSTC PI 2 - Reportable accidents under RIDDOR

RIDDOR is the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

This indicator is designed to measure the number of RIDDOR reportable accidents. The objective of this indicator is to reduce the number of accidents.

This indicator does not provide points as ideally there will be no accidents/incidents. Instead points are lost from the total if any occur.

TSTC PI 3 - Acceptable Site Safety Assessments per annum

This indicator is designed to measure the safety of site work.

This indicator is designed to measure the safety of site work. This is identified through Mouchel Inspections and Client H&S Inspections.

Ratings are 1-5 where 1 and 2 is classed as not acceptable.

The target is for 95% of assessments to be considered acceptable.

TSTC PI 4 – Weekly works planning and asset data supplied within timescales

This indicator is designed to ensure that work is planned in advance.

TSTC PI 5 - Number of Faults Cleared within Contract Timescales

This indicator is designed to measure the ability to clear faults within the specified timescales and to minimise number of faults on the network.

When a fault is reported a timescale is allocated as to when the fault will be resolved.

The target is for 99% of faults to be cleared in agreed timescales and points are lost for being under this benchmark.

99 - 100% = 10

95 - 98% = 9

85 - 94% = 7

75 - 84% = 2

Less than 75% = 0

TSTC PI 6 % Task Orders completed on time

This indicator is designed to measure the amount of task orders completed on time that Lincolnshire County Council have specified a completion date for.

The target is for 99% of orders to be completed in agreed timescales and points are lost for being under this benchmark.

99 - 100% = 10

95 - 98% = 9

85 - 94% = 7

75 - 84% = 2

Less than 75% = 0

TSTC PI 7 - % Task Orders completed free of remedial works

This indicator is designed to measure the amount of tasks completed without the need to return for remedial works.

Ideally by monitoring this aspect, there will be an improvement in the percentage of task orders completed without the need to return for remedial works, ensuring efficiency of resources and network.

The target is for 99% of orders to not require remedial works. Points are lost for being under this benchmark.

99 - 100% = 10

95 - 98% = 9

85 - 94% = 7

75 - 84% = 2

Less than 75% = 0

TSTC PI 8 - % faults resolved at the first visit.

This indicator is designed to measure the amount of tasks that are resolved with the need for only one visit.

Ideally by measuring this aspect there will be an improvement in the percentage of faults resolved after just one visit, and in turn ensuring efficiency of resources and network.

The target is for 99% of tasks to be resolved in one visit. Points are lost for being under this benchmark.

99 - 100% = 10

95 - 98% = 9

85 - 94% = 7

75 - 84% = 2

Less than 75% = 0

TSTC PI 9 - % Task Orders carried out in compliance with TMA.

This indicator is designed to measure the compliance with the Traffic Management Act regulations with regards to correct notice of works being produced.

All jobs with value that need a TMA notice are recorded over the Quarter and checked accordingly.

The target is for 99% of tasks to be be compliant with the Traffic . Points are lost for being under this benchmark.

99 - 100% = 10

95 - 98% = 9

85 - 94% = 7

75 - 84% = 2

Less than 75% = 0

TSTC PI 10 - % annual inspections completed per annum.

This indicator is designed to measure the percentage of site inspections carried out each year.

There are 317 Sites in Lincolnshire per annum that require the annual inspections to be carried out.

Quarterly target inspection have been set at Q1-71, Q2-82, Q3-82 & Q4-82.

At the end of each quarter the target is compared to the actual amount of inspections that have taken place.

The target is for 95% of inspections to have taken place each quarter. Points are lost for being under this benchmark.

Points Scale	>95% = 10
	85% to 94% = 7
	75% to 84% = 2
	<75% = 0

TSTC PI 11- Reduction in Carbon Emissions

This indicator is designed to monitor the amount of Carbon Emissions produced each quarter to try to ensure that there is a reduction .

Benchmarking results have been established and emission have been targeted to be reduced by 5%

TSTC PI 12- % waste reused/recycled

This indicator is designed to measure the amount of waste that is reused/recycled compare to going to landfill.

The target for the indicator is that 90% of waste does not go to landfill, so that the environmental impact of the service is reduced.

Client - Performance Indicators

Client PI1- Pain/Gain Results by Area – This is to be removed

The Indicator is designed to show the changes in pain/gain in each year.

The method of measuring this indicator will be to take information from financial closed out schemes and will be reported as a percentage of pain/gain

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

Sliding scale = For every percentage point of pain 1 point is lost. For example if pain is predicted to be 4.65% then 4 points will be lost. The aim for this indicator is to reach parity or to be in gain.

Client PI 2 - Date Forward Programme issued

The Indicator is designed to allow sufficient time ahead of scheme commencement to ensure Early Contractor Involvement can be fully implemented and also encourage effective planning throughout the Alliance. It also gives the contractor the opportunity to plan and control his resources

Area Highways Managers are required to issue the Forward Programme to the Contractor by the end of October (annually). 1 point is awarded for every area programme that is issued on time (maximum score is 10 points)

Client PI 3 - % variation from current programme spend profile

The Indicator is designed to encourage keeping the programme up to date and encourage endeavouring to stick with programme, giving all parties greater budget certainty.

5 points are awarded per Division (max score 20 points) for providing Budget forecast and outcome data to Contractor at Commercial Meeting. All Forecasts need to be submitted for Quarter 3.

This measure is set by Alliance agreement.

Client PI 4 - % of Jobs with Value giving all info 8 weeks prior to start

This indicator is designed to ensure that orders give the correct and required information. Correct information ensures the processes work as planned, avoids cost plus and builds confidence in LCC professionalism.

The method of measuring this indicator will be to take the scheduled report from Confirm which details all jobs rejected and displays the reasons for rejection. Each reason is checked and a count made of the number of jobs rejected for incomplete information.

The aim is to be 100% correct. 1 point is lost per percentage point.

Client PI 5 - Valuation of compensation events versus targets

This indicator is designed to ensure improving predictability of costs. Compensation events also disrupt programme delivery and get in the way of efficient planning.

The method of measuring this indicator will be to calculate the percentage value of compensations events against the total spend.

2% variation is allowable – after that 1 point is lost per percentage point of variation. For example if the variation was 4.25% then 2 points would be lost.

The target is set by Alliance agreement.

Client PI 6 - % of Compensation events committed within timescale

This indicator is designed to monitor the time taken by the Client to initially respond to incoming enquiries/fault received from members of the public.

Enquiries should not exceed prescribed amount of working days to move from initial status to the creation of a job, or a response to the public.

All members of the Client team will be expected to help works towards this target, and actively deal with enquires as they are received.

All enquires/faults are classed as either emergency or non-emergency when they are received. Emergency requests require a response within 24 hrs. Non-emergency requests require a response within 10 days.

A percentage is calculated based on what has achieved the appropriate level of response.

100% = 10
>98% = 9
>96% = 8
>94% = 7
>92% = 6
>90% = 5
>88% = 4
>86% = 3
>84% = 2
>82% = 1
<80% = 0

Client PI 7 – Client Response Times

This indicator is designed to monitor the time taken by the Client to initially respond to incoming enquiries/fault received from members of the public.

Enquiries should not exceed prescribed amount of working days to move from initial status to the creation of a job, or a response to the public.

All members of the Client team will be expected to help works towards this target, and actively deal with enquires as they are received.

All enquires/faults are classed as either emergency or non-emergency when they are received.

Emergency requests require a response within 24 hrs.

Non-emergency requests require a response within 10 days.

A percentage is calculated based on what has achieved the appropriate level of response.

100% = 10

>98% = 9

>96% = 8

>94% = 7

>92% = 6

>90% = 5

>88% = 4

>86% = 3

>84% = 2

>82% = 1

<80% = 0

Alliance - Performance Indicators

Alliance PI 1 – Net/Positive Press Coverage

This indicator is designed to gauge the client / Public satisfaction with the service provided by the Alliance.

By capturing the positive press coverage of those areas impacted by the Highway Alliance, it is possible to target the areas which have significant impact on the perception of the Highway Service for all parties in the Alliance and gauge the positive impact the Highway Alliance is having for the people of Lincolnshire.

This measure is obtained by analysis of press coverage data provided by LCC Comms team. An agreed bespoke analysis tool has been developed to distinguish what LCC considered to be Positive, Neutral or Negative press coverage of the service provided.

The Target is for at least 95% positive or Neutral press coverage each quarter.

Points Scale	>95% = 25
	90% to 95% = 15
	85% to 90% = 10
	75% to 85% = 7
	65% to 75% = 4
	<65% = 0

Alliance PI 2 - Public Satisfaction Survey

This indicator is designed to measure public satisfaction in the condition of the highway.

Data is provided annually by National Highways & Transport Public Satisfaction Survey and is used to directly measure if there has been improvement in the perception of the people of Lincolnshire in their highway network.

This measure is designed to capture all elements of the work of the Alliance by using the Overall Satisfaction indicator.

Points are lost if there is a loss in public satisfaction from the previous year.

Points Scale	>0% improvement = 25
	-1% to -0.01% = 20
	-1.5% to -1.01% = 10
	-3% to -1.51% = 5
	<-3% = 0

Alliance PI 3 - Tasks delivered against agreed Client Programme

An Alliance works programme has been agreed by the Programme working group and the performance of the Alliance is measured by number of works completed against this agreed programme. Until this full programme is in place a combination of the individual programmes will be used each month.

To this end the programme must be agreed and a degree of ownership for each member of the Alliance and be kept up to date as the programme must be able to flex to the demands of the parties whilst still delivering planned works by the Alliance.

The performance measure is calculated by taking the number of jobs that have been planned for completion, and comparing this figure to the amount that have been notified as substantially complete / technically complete.

The monthly target has been set as 95% and points are lost for being below this percentage.

Points Scale >95% = 15
80% to 95% = 12
65% to 80% = 10
50% to 65% = 5
<50% = 0

Alliance PI 4 - Relationships Scoring

This indicator is designed to gauge the relationships between the partners of the Alliance

Staffs are emailed on a quarterly basis and are asked to score the following out of 10 (10 = best, 1 = worst):

- Delivery: Consistency and Effective
- Systems and processes
- Continuous improvement
- Consistent communications and direction
- Challenge
- Reputation
- Alliance Behaviours

Returned scores are entered into excel spreadsheet to give average client score (Kier, TSP, Dynniq) an average partner score and an average Alliance score

Baseline scores are currently set as 6.5.

Points towards the monthly performance are lost for being below this baseline.

Points scale >6.5=20
6.25 to 6.49= 15
6 to 6.24 = 10
5.75 to 5.99 = 5
<5.75 = 0

Alliance PI 5 - Defunct

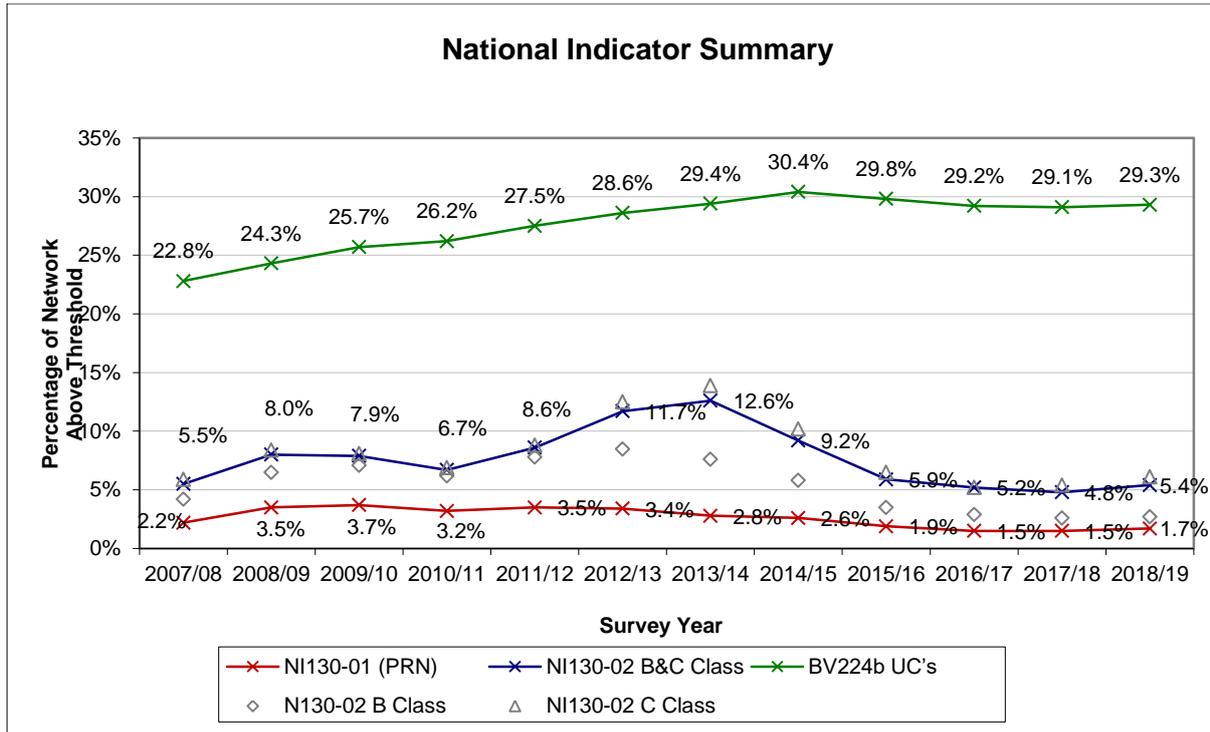
This KPI is no longer measured.

Alliance PI 6 - Creation of an agreed programme

An agreed programme should be complete by 31st October each year for a co-ordinated programme of works across the Alliance and efficient scheduling of works.

Points are awarded for when this agreed programme has been finalised.

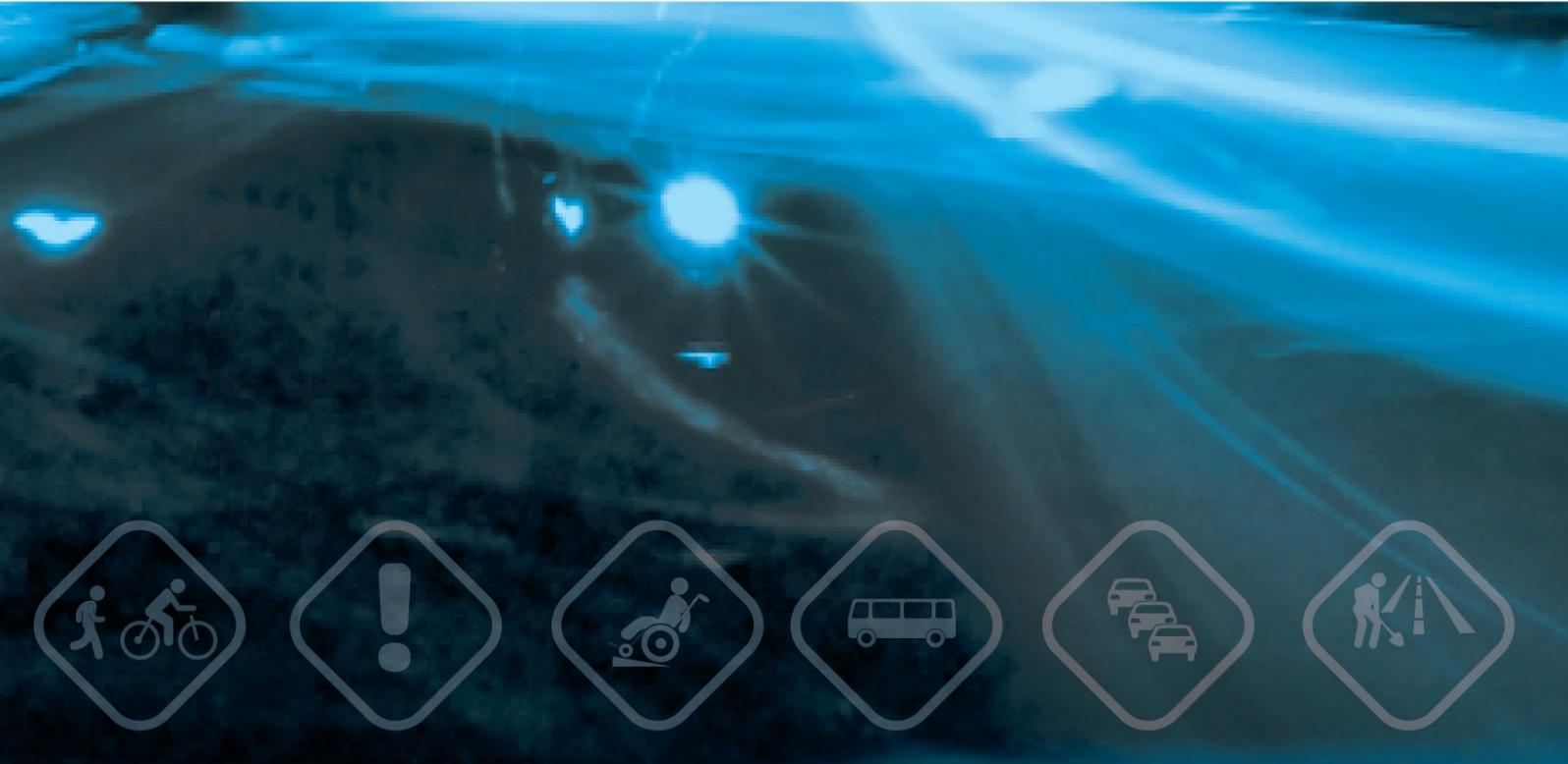
Points scale	31 st October = 15
	30 th November = 12
	31 st December = 10
	31 st January 5
	Later than January = 0



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National Highways
& Transport Network



CQC Report

www.nhtnetwork.org



Introduction

This reports shows how close you are to achieving your 'Predicted Minimum Cost, the minimum theoretical cost the analysis has determined for delivering your current service, using a CQC Rating.

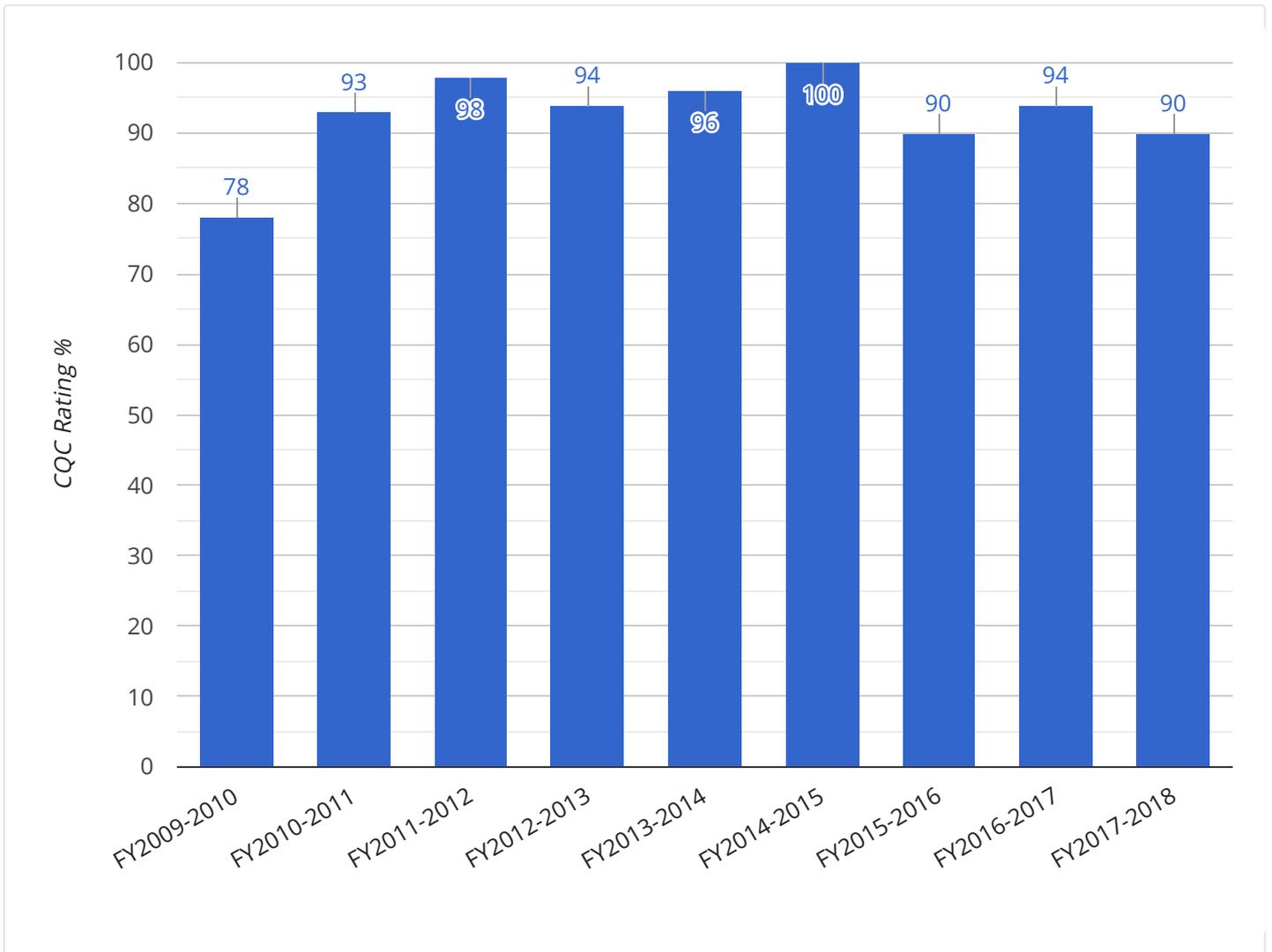
Your 'Predicted Minimum Cost' figure has been derived from the analysis by transforming the 'Average Minimum Cost Authority' to reflect your authority's characteristics and service delivery; your size, traffic volume, road condition, wages and public satisfaction. The cost figures are expressed in £/km and are based on TOTEX less investment.

Note: The 'Average Minimum Cost Authority' has the same characteristics as the average of all authorities in England and is operating at minimum cost given those characteristics.

	FY2009-2010	FY2010-2011	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017
Predicted Minimum Cost (£/km)	2,172	1,941	1,624	1,867	2,415	997	3,038	2,785
Actual Cost Reported (£/km)	2,788	2,093	1,664	1,976	2,505	997	3,358	2,962
CQC Rating %	78	93	98	94	96	100	90	94

CQC Ratings

CQC Ratings are percentage scores used to quantify the difference between Actual Cost and Predicted Minimum Cost, they provide some indication of an authority's scope for improvement. Your CQC Ratings for each year you have provided data are shown on the graph below.



The table below shows your authority's CQC Rating and CQC Rating Trend scores on an annual basis.

	FY2009-2010	FY2010-2011	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017
CQC Rating %	78	93	98	94	96	100	90	94
CQC Rating % Trend	90	90	91	92	93	93	94	95

2017/18 CQC Rating (trend) Results

Your Ratings results are summarised in two gauges below. Both figures are based on a trend analysis of your Rating scores over time to smooth fluctuations in the scores between individual years. The 'Current CQC Rating' gauge shows your authority's CQC Rating Trend for most recent year available, the higher the score the better, and the 'Change in CQC Rating' gauge shows the percentage change in your CQC Rating Trend scores over the period of the analysis.

Latest CQC Rating
2017/18 (trend)

96%

Change in CQC Rating
2013/14 to 2017/18 (trend)

3%

Disclaimer

While every effort is made to ensure that the content of the CQC reports are accurate, CQC is an evolving methodology and the results are very dependent on accurate data being submitted by all participating authorities. measure2improve (m2i) and The University of Leeds (UoL) can only use the data as supplied by participating authorities and the content of these reports are provided in good faith.

Nothing in these reports should be taken to constitute professional advice or a formal recommendation and we exclude all representations and warranties relating to the content and use of these reports.

m2i or UoL cannot be held liable for any incidental, indirect, consequential or special damages of any kind, or any damages whatsoever, including, without limitation, those resulting from loss of profit, loss of contracts, goodwill, data, information, income, anticipated savings or business relationships, whether or not advised of the possibility of such damage, arising out of or in connection with the use of this data.



National Highways
& Transport Network



CQC Report

www.nhtnetwork.org



Introduction

This report summarises your authority's results in the latest round of CQC analysis for road carriageway maintenance. The report shows your Cost Gap, which is how you compare to your own Predicted Minimum Cost in 2017/18, it includes the improvements you have made as part of the Network (Network Improvements) and relative to the Network (Catch-Up Improvements), and it quantifies the Efficiency Savings you have realised in 2017/18 and your cumulative Efficiency Saving since 2013/14.

Your 2017/18 Results

Your Actual Cost and your latest Cost Gap trend result (the percentage difference between your Actual and Predicted Minimum Cost) are shown below for 2017/18. The Actual Cost figure is based on the TOTEX less Investment data you provided and is expressed in £/km.

Actual Cost

£3,287/km

Cost Gap (2017/18)
(trend)

4.4%

Your 2017/18 Improvement (based on trend figures)

Your 'Network Improvement' (change in Network Minimum Cost) and 'Catch-Up Improvement' (change in your Cost Gap) results are shown below. The improvements are measured between 2013/14 and 2017/18 and use trend figures to smooth out the effects of fluctuations in annual expenditure.

Your Network
Improvement (2017/18)

7.9%

Your Catch-Up
Improvement (2017/18)

3.0%

Your 2017/18 Realised Efficiency Saving

Your Realised Efficiency Saving in 2017/18 is shown below. This is based upon the sum of your 'Network' and 'Catch-Up' Improvements and uses your Average Annual Expenditure between 2013/14 to 2017/18.

Average Annual
Expenditure (2014 - 2018)

£23,270,718

Total Realised Efficiency
Savings

£2,545,193

Your Cumulative Realised Efficiency Saving

The sum of your 'Realised Efficiency in each year since 2013/14 is shown below.

Total Realised Efficiency
Savings

£6,362,982

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Customer Satisfaction Information
Highways and Transport Scrutiny Committee Q3
Date range for report 1st October 2018 – 31st December 2018

LCC overview of compliments

The overall compliments received for Highways and Transport show a decrease of approximately 5% with 18 compliments being received this Quarter compared to 19 last quarter. This is comparable to Quarter 3 last year.

Total number of compliments relating to <u>Highways and Transport Scrutiny Committee</u>	Current Q3	Q2	Q1	Q4	Q3
	18	19	13	13	18

Highways and Transport Compliments

Highways and Transport have received 18 compliments this Quarter. These were:

7 x Compliments from residents and Parish Councillors for Asset Teams/BSE&Enorth/contractors relating to general roadworks, road improvement/gulley repairs, resurfacing and junction improvements. Specific thanks given to Michael Glover, Rowan Smith.

4 x Compliments for Asset Management Teams and contractors with regards footpath repairs from residents and Councillors. Specific thanks given to Donna Davis.

2 x Compliments from residents for speedy pothole repairs.

2 x For TSP for streetlight repairs.

1 x Compliment for Highways Network West and specifically Megan Clark, Mike Brown, for replaced gateway entrances in Stragglethorpe.

1 x Compliment from attendee of LRSP Speed Awareness Course.

1 x Compliment for the Blue Badge Team for speedy service and helpful/knowledgeable staff.

LCC Overview of complaints

The total number of LCC complaints received this Quarter (Q3) shows an increase of approximately 5% on the previous quarter (Q2) with 161 complaints received this Quarter compared to 153 last Quarter. When comparing this Quarter with Q3 of 2017/18, there is a decrease of approximately 33% where 241 complaints were received.

	Current Q3	Q2	Q1	Q4	Q3
Total number of complaints received across all LCC service area.	161	153	186	193	241
Total number of complaints relating to <u>Highways and Transport Scrutiny Committee</u>	30	40	63	52	62
Total Service Area Complaints broken down					
Highways	28	33	59	49	53
Transport	2	7	4	3	9
Number of complaint escalations relating to <u>Highways and Transport Scrutiny Committee</u>	12	11	19	9	8
How many LCC Corporate complaints have not been resolved within service standard	1	2	3	9	4
Number of complaints referred to ombudsman	12	17	15	16	10

Highways Complaints

This Quarter Highways and Transport has received 30 complaints which is a decrease of 25% on last Quarter when they received 40 complaints. When comparing this Quarter with Q3 2017/18, there is a 51.2% decrease when 62 complaints were received.

The outcomes of the 30 Complaints were:

- 1 complaint was substantiated
- 18 were partly substantiated
- 11 were unsubstantiated

The substantiated complaint was in regard to surface treatment Marshall Way/Newark Hill. The partly substantiated complaints were generally in relation to the condition of the highway, road works / maintenance / resurfacing / closures. Others included a flooding issue.

Transport Complaints

This Quarter Transport has received 2 complaints which is 5 less than last Quarter when they received 7 complaints. When comparing this Quarter with Q3 2017/18, there is a difference of 7 complaints when 9 were received.

The outcomes of the 2 complaints were:

Closure of a Brylaine bus route. This was unsubstantiated.

Complaint regarding Grayscroft coaches school transport service. This was also unsubstantiated.

Complaint escalations

In Quarter 3 of 2018/19 there were a total of 15 complaint escalations for LCC, 12 of which related to Highways and Transport.

Ombudsman Complaints

In Quarter 3 of 2018/19, 12 LCC complaints were registered with the Ombudsman.

- 3 in relation to Children's Services
- 3 in relation to Adult Social Care
- 2 in relation to Education
- 2 in relation to Highways
- 2 in relation to Planning

Addendum

This Quarter (Q3) there were 13 further corporate complaints which cannot be effectively reported on. These complaints were not logged via IMP due to the nature of the complaints (i.e. Service Area's involved do not use IMP)

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Open Report on behalf of David Coleman, Chief Legal Officer

Report to:	Highways and Transport Scrutiny Committee
Date:	11 March 2019
Subject:	Highways and Transport Scrutiny Committee Work Programme

Summary:

This item enables the Committee to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit. The work programme will be reviewed at each meeting of the Committee to ensure that its contents are still relevant and will add value to the work of the Council and partners.

Actions Required:

Members of the Committee are invited to review and comment on the work programme and highlight any additional scrutiny activity which could be included for consideration in the work programme.

1. Background

Overview and Scrutiny should be positive, constructive, independent, fair and open. The scrutiny process should be challenging, as its aim is to identify areas for improvement. Scrutiny activity should be targeted, focused and timely and include issues of corporate and local importance, where scrutiny activity can influence and add value.

All members of overview and scrutiny committees are encouraged to bring forward important items of community interest to the committee whilst recognising that not all items will be taken up depending on available resource.

Members are encouraged to highlight items that could be included for consideration in the work programme.

2. Work Programme

11 MARCH 2019 – 10:00am		
Item	Contributor	Purpose
Highways Infrastructure Asset Management Plan 2019	Richard Fenwick, Alliance Works Contract Manager	PRE DECISION SCRUTINY Executive Councillor for Highways, Transport and IT
Sleaford A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction Highway Schemes	Steve Brooks, Senior Project Leader	PRE DECISION SCRUTINY Executive Councillor for Highways, Transport and IT 13 – 29 March 2019
A46 Nettleham and Riseholme Roundabout Highway Schemes	Mark Heaton, Programme Leader	PRE DECISION SCRUTINY Executive Councillor for Highways, Transport and IT 13 – 29 March 2019
Effective Highways Communication	Satish Shah, Highways Network Manager; Georgina Statham, Highways Liaison Manager	Review of the work being undertaken to enhance service users' experience with regards to the Highways and Transport services.
Midlands Connect Update	Ian Kitchen, Transport Policy Manager	Update on Midlands Connect Sub-National Transport Body activities.
Rail Update	Ian Kitchen, Transport Policy Manager	Update on current rail franchises affecting Lincolnshire.
Quarter 3 Performance Report (1 October to 31 December 2018)	Paul Rusted, Infrastructure Commissioner	Review of the Key Performance and Customer Satisfaction Information.

29 APRIL 2019 – 10:00am		
Item	Contributor	Purpose
Spalding Western Relief Road	Teresa James, Senior Project Leader	PRE DECISION SCRUTINY
Lincoln Transport Strategy	Karl Gibson, Senior Project Leader	Progress review for the Lincoln Transport Strategy
Winter Maintenance – End of Year Report	Policy and Strategic Asset Manager	Review of 2018/19 winter maintenance period.
Review of Cycling Strategy	TBC	TBC

29 APRIL 2019 – 10:00am		
Item	Contributor	Purpose
Lincolnshire Connected	Vanessa Strange, Accessibility and Growth Manager	Review of the Lincolnshire Connected document and future actions
TransportConnect – Teckal Company Update	Anita Ruffle, Group Manager Transport Services	Update report on TransportConnect Ltd developments.
Advertising Boards on the Highway Guidance	Satish Shah, Highways Network Manager	This document sets out the process for dealing with "Advertising sign boards" or A-boards and similar temporary structures on the highway'.

10 JUNE 2019 – 10:00am		
Item	Contributor	Purpose
Highways 2020 Update	Paul Rusted, Infrastructure Commissioner	Update on progress towards replacement arrangements for Highways 2020.
Review of the Highways Capital Programme	Sam Edwards, Major Schemes and Design Commissioner	Review of the current Highways Capital Programme including any significant capital budget over or underspend or variances.
Quarter 4 Performance Report (1 January to 31 March 2019)	Paul Rusted, Infrastructure Commissioner	Review of the Key Performance and Customer Satisfaction Information and progress against the NHT Public Satisfaction Survey 2017 Action Plan
Boston Transport Strategy	Teresa James, Senior Project Leader	Review of the outcome of the proposed bid to the DfT for funding the development of an Outline Business Case to support the funding for the Boston Distributor Road.
Holbeach Transport Strategy	Teresa James, Senior Project Leaders	
Passenger Transport Update	Anita Ruffle, Group Manager Transport Services	Comprehensive update on a wide range of Passenger Transport related items.

15 JULY 2019 – 10:00am		
Item	Contributor	Purpose
Winter Maintenance Update for 2019/20	Policy and Strategic Asset Manager	Review of options for 2019/20.
Route and Place Based Transport Strategies Annual Report	Sam Edwards, Major Schemes and Design Commissioner	Annual review of Route and Place Based Transport Strategies development.

16 SEPTEMBER 2019 – 10:00am		
Item	Contributor	Purpose
Quarter 1 Performance Report (1 April to 30 June 2019)	Paul Rusted, Infrastructure Commissioner	Review of the Key Performance and Customer Satisfaction Information.
Highways 2020 Update	Paul Rusted, Infrastructure Commissioner	Update on progress towards replacement arrangements for Highways 2020.
Civil Parking Enforcement Annual Report 2018 - 2019	Matt Jones, Parking Services Manager	The annual report on CPE related activities and financial statement showing the cost of the operation, including any deficit or surplus.

28 OCTOBER 2019 – 10:00am		
Item	Contributor	Purpose
Highways 2020 Update	Paul Rusted, Infrastructure Commissioner	Update on progress towards replacement arrangements for Highways 2020.
Engagement with Network Rail	Network Rail	Annual engagement session with Network Rail which will include details of network performance and discussion of any key issues or concerns in Lincolnshire.

09 DECEMBER 2019 – 10:00am		
Item	Contributor	Purpose
Quarter 2 Performance Report (1 July to 30 September 2019)	Paul Rusted, Infrastructure Commissioner	Review of the Key Performance and Customer Satisfaction Information.

Items to be programmed

- **Coastal Highway** – Teresa James, Senior Project Leader – *Review of the first phase of work and initial report on possible options.*
- Passenger Transport Strategy

- **Re-consideration of the Speed Management in Lincolnshire Scrutiny Review - (20mph Limits and Zones)** – To be reviewed once additional information is received from Government.
- **Street Lighting** – Monitoring update on requests received under the reversal of part-night lighting protocol (Early 2020)
- **Parking Policy and Strategy** - Matt Jones, Parking Services Manager - Consideration of an updated version of Lincolnshire County Council's parking policy and strategy. (TBC)
- **Outcome of the Roundabout Sponsorship and Advertising Scrutiny Panel** - Outcome and recommendations from the Roundabout Sponsorship and Advertising Scrutiny Panel.

Other

- A **CCTV Pilot Scheme Working Group** will commence in April 2019 and report back to the Committee in late 2019.
-

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

3. Conclusion

Members of the Committee are invited to review and comment on the work programme and highlight any additional scrutiny activity which could be included for consideration in the work programme.

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Forward Plan of Decisions relating to the 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

Forward Plan of Decisions relating to the 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
I017372	A158 Rand PRN	12 March 2019	Executive Councillor: Resources and Communications	Highways colleagues and utility companies	Report	Senior Project Leader Tel: 01522 552940 Email: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Resources and Communications and Interim Executive Director of Place	Yes	Bardney and Cherry Willingham
I017474 New!	A17/A15 Holdingham Roundabout and A17/A153 Rugby Club Junction, Sleaford	Between 13 March 2019 and 29 March 2019	Executive Councillor: Resources and Communications	Highways and Transport Scrutiny Committee	Report	Senior Project Leader Tel: 01522 552940 Email: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Interim Executive Director of Place	Yes	Sleaford; Sleaford Rural
I017475 New!	A46/A15 Riseholme Road Roundabout A46/A158 Nettleham Road Roundabout	Between 13 March 2019 and 29 March 2019	Executive Councillor: Resources and Communications	City of Lincoln Council; West Lindsey District Council; and Highways and Transport Scrutiny Committee		Programme Leader Tel: 01522 553182 Email: mark.heaton@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Interim Executive Director of Place	Yes	Birchwood; Boultham; Carholme; Ermine and Cathedral; Park; St Giles; Swallow Beck and Witham
I017456 New!	Highways Infrastructure Asset Management Plan	Between 22 March 2019 and 29 March 2019	Executive Councillor: Highways, Transport and IT	Highways and Transport Scrutiny Committee	Report	Infrastructure Commissioner Tel: 01522 553071 Email: paul.rusted@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Interim Executive Director of Place	Yes	All Divisions
I017458 New!	Spalding Western Relief Road	8 May 2019	Executive	Spalding Western Relief Road Executive Management Board; Public & Businesses in Spalding/ South Holland District Council; and Highways and Transport Scrutiny Committee	Report	Senior Project Leader (Major Schemes) Tel: 01522 555587 Email: Teresa.james@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Interim Executive Director of Place	Yes	Spalding East; Spalding Elloe; Spalding South; Spalding West

Forward Plan of Decisions relating to the 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
New!	Final Report from the Roundabout Sponsorship and Advertising Scrutiny Panel	4 June 2019	Executive	Highways and Transport Scrutiny Committee	Report	Senior Scrutiny Officer Tel: 01522 552164 Email: tracy.johnson@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director of Finance and Public Protection	No	

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