



**ANNUAL HIGHWAY MANAGEMENT  
PLAN FOR  
LOCAL TRANSPORTATION SERVICE  
RUNNYMEDE FOR 2004/2005**

**23 APRIL 2004**

**KEY ISSUE**

To seek approval to the Annual Highway Management Plan for the Local Transportation Service Runnymede for the year 1 April 2004 to 31 March 2005.

**SUMMARY**

The attached plan describes how the Local Transportation Service will meet the highway maintenance targets and objectives of the Corporate Plan and LTP.

**CONSULTATIONS**

Internal officer consultations have taken place to ensure that maintenance need locally is being met and that Service requirements can be satisfied. Local Committee Chairman and Vice Chairman have been advised of the plan prior to the Committee meeting.

**OFFICER RECOMMENDATIONS**

The Committee is asked to approve the Annual Highway Management Plan for the Local Transportation Service Runnymede for 2004-2005.

## 1. INTRODUCTION

This is the Annual Highway Management Plan for 2004-2005 for the Local Transportation Service Runnymede. The Code of Practice for Maintenance Management recommends Highway Authorities produce an annual highway network maintenance plan that provides a framework for local work programmes. This plan provides that data for Runnymede and should be considered alongside the Surrey Highway Network Management Plan which defines standards to meet the requirements for:

- Safety
- Serviceability
- Sustainability

The local Annual Highway Management Plan builds on the policies and priorities of the Corporate Plan, Making Surrey A Better Place and the highway maintenance strategy within the LTP.

## 2. MAINTENANCE NEED

Highway maintenance is carried out to achieve value for money through risk management by using cost effective treatments/solutions at the most appropriate times and locations within the financial constraints.

The highway asset consists of the 'fabric' of the highway, carriageway or footway including structures and drainage etc., and the 'non-fabric' such as the street furniture and road markings. Maintenance is planned to protect the investment made in the highway asset and this is reflected in the objectives and targets set out in the LTP and Corporate Plan.

The objectives target the most important parts of the highway network to:

- improve major roads structurally and for surface characteristics
- improve minor roads for surface characteristics
- improve footway condition to provide safe passage
- utilise "quiet" surfacing where appropriate
- reduce the number of roads with sub-standard skidding resistance
- maximise the use of recycling and the use secondary aggregates
- replace structurally unsound lighting columns

## 3. LOCAL HIGHWAY MAINTENANCE

This plan highlights additional objectives to meet local needs and to contribute to the objectives summarised at 2 above. Locally there is a need to:

- react to hazardous defects to allow safe passage
- undertake regular maintenance to prevent weakness developing
- operate emergency stand-by service
- undertake cyclic maintenance such as gully emptying, weed control, grass cutting and verge maintenance
- maintain aids to movement through routine operations related to road markings, traffic signs, street lighting etc.

- undertake residual cleaning

In addition to the above traffic signals and structures are managed by Countywide Technical Services in conjunction with the LTS.

For 2004-2005 in Runnymede it is intended that the following programmes be undertaken and details are included as Annex 1:

- major maintenance - carriageway
- surface treatment - carriageway
- schemes - footway
- surface treatment - footway
- schemes - drainage
- schemes – street lighting

#### 4. **IMPLEMENTATION OF SURREY HIGHWAY NETWORK MAINTENANCE MANAGEMENT PLAN:**

This section relates specifically to the items covered by the Surrey Highway Network Maintenance Management Plan. The following table summarises performance in 2003/4 and proposed actions for 2004/5. Except where stated otherwise, the works are carried out by Surrey County Council's partner constructor, Ringway or street lighting contractor, Runnymede DSO.

<b>Surrey Highway Network Maintenance Management Plan</b>	<b>Runnymede LTS Action</b>	<b>Runnymede LTS Proposed</b>
<b>Highway Activity</b>	<b>2003/4</b>	<b>2004/5</b>
Highway drainage: Culverts/Drains	Localised schemes to address flooding events in known trouble spots. Reactive service supplemented with scheduled programme. Phased annual clearance programme. Defective or worn manhole covers and gully gratings replaced in conjunction with maintenance schemes	Further 4 schemes identified.
Gully emptying		Same, but targeting of problem areas.
Gripes & Ditches		Same.
Ironwork		Same
Verges, Embankments and Cutting: Grass Cutting	8 cuts in urban areas and 3 cuts in rural areas, sightlines & horse margins during the growing season. Reactive tree maintenance Flail programme or rural hedgerows and scheduled trimming of urban hedges. Review inspection regime.	Same. Introduce Green Corridor plan on St Peters Way.
Trees and Hedges		Same
Weed Control	3 borough wide herbicide	Same

<b>Surrey Highway Network Maintenance Management Plan</b>	<b>Runnymede LTS Action</b>	<b>Runnymede LTS Proposed</b>
<b>Highway Activity</b>	<b>2003/4</b>	<b>2004/5</b>
	treatments. Spot treatment of ragwort and knotweed.	
Fences and barriers	Safety fencing on St Peters Way.	Selected sites for the protection of approaches to road over rail bridges.
Signs and bollards	Reactive repairs and initial use of high reflectivity bollards.	Same
Road Markings and signs	Reactive maintenance	Implement review of markings and signs in readiness for new on street parking enforcement.
User and Community Response	Web site and Central Contact Centre utilised. Advisory leaflet and contact list issued.	Better use of local media.
Winter Service	Introduction of wetted salt application.	Review pre salt and secondary route network. Encourage residents self help with strategically placed salt bins.
Regulatory Functions	Enhanced vigilance on duration of streetworks.	Roll out control of forecourt displays and signs within town centres.
Hierarchies within Highway	Footway, carriageway and cycleway hierarchy established.	Accessibility studies for 3 town centres.
Highway Lighting	Proactive patrols. Reactive maintenance.	Same.
Performance Indicators	Central monitoring of local returns.	Develop local indicators.
Network Inventory	Asset management plan progressed corporately	Same
Highway Inspections	Undertaken by constructor with local guidance	Amended standards and schedules
Condition of footways, carriageways and cycleways	Detailed visual inspections used to develop planned maintenance programme	Same

## 5. FUNCTIONAL HEADINGS

The 2004/5 revenue budgets for highway maintenance in Runnymede were not confirmed at the time of writing this report. A report was due to be considered by the Executive on 13 April. It included the proposed indicative allocations against each functional head to be devolved to the 11 Local Committees. It also made the following recommendations;

- That from 2004/5 any underspend or overspend against the devolved revenue maintenance allocations be carried forward to the following year excluding Winter and Street Lighting Maintenance and Public Liability Insurance. This will ensure each District is held accountable for its expenditure.
- That the virement level in respect of revenue be increased from 30% to 100%. The Local Transportation Director, in consultation with the

Local Committee be permitted to vire 100% of a budget across functional heads in support of greater devolvement whilst still ensuring that fluctuations remain controllable.

5.1 Major Maintenance and Prudential Funding

This budget is funded from capital and includes carriageway strengthening, reconstruction, surfacing and proprietary surface dressing. The Local Transportation Service bids for schemes but the individual allocations are determined centrally in the County. Annex 1 includes the 2004/5 major maintenance programme. There are two types of schemes under this heading; those funded by LTP allocation and those funded by the Prudential allocation.

In 2004/5 it is proposed that the majority of the prudential funds, namely £4.8m is allocated to highway maintenance with the residual £0.2m to Street Scene scheme development through the 11 Local Committees. Runnymede will initially be allocated approximately £200k in total from this source. The Local Transportation Service is required to help in developing a programme for 2005/6 and beyond.

5.2 Minor Maintenance

This allocation is revenue and has in the past funded surface dressing, footway schemes and repairs, carriageway schemes and repairs, highway drainage repairs, safety barrier and other fencing repairs. In 2003/4 our objectives were largely fulfilled within budget. It is proposed that, subject to the agreement of external auditors, minor maintenance schemes and surface dressing are capitalised in order to create headroom in the revenue budget to put more funding into basic maintenance and other service pressures. The capitalised maintenance will in future be funded through an LTP capital allocation which will be locally accountable in the same way as the delegated Intergrated Transport scheme capital programme.

5.2 Environmental Maintenance

This allocation is used for grass cutting, tree maintenance, weed control and residual cleaning. Runnymede Borough Council have retained responsibility for shrub beds, floral baskets/troughs and sponsored roundabouts.

Due to a delay in resolving contractor health & safety issues, one of the urban grass cuts in 2003 was missed. This was resolved but it resulted in a considerable number of complaints. The first cut in 2004 has already taken place.

5.3 Safety Maintenance

This allocation is used for routine gully emptying and other drainage cleaning, including soakaways and ditches, traffic sign maintenance and cleaning, road markings and winter maintenance.

5.4 Damage to County Property

This allocation is used to fund repairs to the County owned highway infrastructure primarily caused by road traffic accidents and vandalism. It is possible to recover much of these costs through insurance companies or the culprits. It requires a great deal of assistance from the Police but positive negotiations are already underway.

#### 5.5 Street Lighting

The maintenance contract for street lighting and illuminated signs has been awarded to the Runnymede DSO for the period up to 2006 when the PFI project is due to be implemented across the County.

The table below indicates the proposed expenditure for 2004/05. It is inclusive of virements across headings based on outcome expenditure from 2003/4.

<b>Activity</b>	<b>Proposed Expenditure 2004/05</b>
Major Maintenance and Prudential	£471,000
Minor Maintenance Schemes	£140,000
Minor Maintenance Repairs	£400,000
Grass Cutting	£115,000
Verge and Tree Repairs	£80,000
Gully Emptying and other drainage	£122,000
Residual Cleaning	£16,000
Signs and Road Markings	£65,000
Traffic Signs Electrical	£35,000
Damage to County Property	£30,000
Winter Maintenance	£57,000
Public Liability Insurance	£58,000
Street Lighting	£149,000

#### 6. **SURREY HIGHWAYS PARTNERSHIP (MAMOTH)**

The new management and maintenance of the highway arrangements have now been operating for almost a year. It was always anticipated that a review would be necessary after 12 months to look at all aspects of the contract. In the West this will be undertaken jointly with Ringway, the appointed constructor. It will encourage and promote areas that are working well.

A number of initiatives are underway to investigate real or perceived problems, obtain the necessary factual information, evaluate and suggest improvements. They will assist with the review and influence the

way the contract and all those involved with it work together to provide a quality service to the travelling public and residents at a reasonable cost.

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**LEAD/CONTACT OFFICER:**

**TELEPHONE NUMBER:**

**BACKGROUND PAPERS:**

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Version No. **00** Date: **00/00/00** Time: **00.00** Initials: **XX** No of annexes: **XX**

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**Local Programme – Runnymede  
2004/05 (provisional)**

The full extent of this programme is dependent on the revenue budget allocations and the tendered rates of the appointed constructor. **NOTE: Bold legend indicates the schemes that are planned for this financial year; the non-bold indicates the reserve list subject to budget allocations.**

<b>MAJOR MAINTENANCE - CARRIAGEWAY</b>	
<b>A317 Woburn Hill, Addlestone</b>	<b>Roundabout and Woburn Hill Approach</b>
<b>A320 Guildford Road, Ottershaw</b>	<b>Otter roundabout and approaches</b>
<b>A318 Byfleet Road, New Haw</b>	<b>White Hart R/A to New Haw &amp; Byfleet Station</b>
<b>B375 Bridge Road &amp; London Street, Chertsey</b>	<b>Chaseside Gardens to Windsor Street</b>
<b>B388, Thorpe Lea Road, Egham</b>	<b>New Wickham Lane to Clockhouse Lane East</b>
<b>D3120 Bond Street, Englefield Green</b>	<b>Vegal Crescent to Larchwood Drive</b>
<b>D3045 Stonehill Road, Stonehill</b>	<b>Accommodation Road for 170m west</b>

<b>MAJOR MAINTENANCE – SURFACE DRESSING</b>	
<b>D3113 Kings Lane, Englefield Green</b>	<b>Full length</b>
<b>D3046 Foxhills Road, Ottershaw</b>	<b>Full length</b>
<b>D3131 Tite Hill, Englefield Green</b>	<b>Full length</b>
<b>D3274 Hurst Lane, Virginia Water</b>	<b>Full length</b>

<b>PRUDENTIAL SCHEMES</b>	
<b>B389 Sandhills Lane and Christchurch Road, Virginia Water</b>	<b>Station Parade to 300m E Trumps Mill Lane</b>
<b>D7008 Lyne Lane, Lyne</b>	<b>Longcross Road to Recreation Ground car park</b>

<b>SURFACE TREATMENT - CARRIAGEWAY</b>	
<b>D3195 Station Approach, V. Water</b>	<b>Full length</b>
<b>D3043 Mead Lane, Chertsey</b>	<b>Part length</b>
<b>D3040 Drill Hall Road, Chertsey</b>	<b>Full length</b>
<b>D3040 Galsworthy Road, Chertsey</b>	<b>Full length</b>
<b>D3014 Colonels Lane, Chertsey</b>	<b>Part length</b>
<b>D3042 Fordbridge Close, Chertsey</b>	<b>Full length</b>
<b>D3042 Paddocks Way, Chertsey</b>	<b>Full length</b>
D3005 Almers Road, Lyne	Lyne Lane to Hardwick Lane
D3051 Slade Road, Ottershaw	Full length
D3052 Bousley Rise, Ottershaw	Brox Road to Fletcher Road
D3095 Franklands Drive, Rowtown	Full length
D3027 Bretlands Road, Chertsey	Full length
D3086 Corrie Road, Addlestone	Part length
D3085 Hazledene, Addlestone	Full length
D3087 Frenchaye, Addlestone	Full length
D3184 Grange Road, Egham	Full length
D3173 Tempest Road, Egham	Full length
D3173 Medlake Road, Egham	Full length
D3116 Cherrywood Avenue, Englefield Green	Full length
D7001 Bagshot Road, Englefield Green	Full Length



D3027 Bretlands Road, Chertsey	Full length
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<b>SCHEMES - FOOTWAY</b>	
A318 High Street, Addlestone	Chertsey Road to Church Road
B386 Holloway Hill, Chertsey	Guildford Road to St Peter's Hospital Entrance

<b>SURFACE TREATMENT – FOOTWAY OVERLAYS OR KERBING</b>	
A317 Woburn Hill, Addlestone	Garden nursery to the service road
D3173 Tempest Road, Egham	Remove slabs and overlay full length
D3040 Galsworthy Road, Chertsey	Kerbing, full length
D3048 The Maples, Ottershaw	Overlay full length
F/P(3) Willow Walk, Cherstey	Overlay full length
B385 Woodham Lane, Woodham	Verge protection

<b>SURFACE TREATMENT – FOOTWAY SLURRY SEALING</b>	
A308 Windsor Road, Egham	One side- Runnymede R/A to Pleasure Grounds
B387 Weir Road, Chertsey	Full length
D3199 Village Road, Thorpe	Full length
B388 The Avenue, Egham	Full length
D3167 Redwood, Thorpe	Full length
D3147 New Road, Egham	Full length
D3118 Kingsley Ave, Englefield Green	Full length
D3071 Florence Avenue, Woodham	Full length
D3120 Bond Street, Englefield Green	Full length

<b>SCHEMES - DRAINAGE</b>	
A320 Chertsey Lane, Egham	
D3130 Alder Close, Englefield Green	
D3183 Limes Road, Egham	

D3172 Pond Road, Egham
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<b>SCHEMES – STREET LIGHTING</b>	
B3121 Station Road, Addlestone	