



**ANNUAL HIGHWAY MANAGEMENT**

**PLAN FOR THE WOKING LOCAL**

**TRANSPORTATION SERVICE FOR**

**2004-2005**

**LOCAL COMMITTEE IN WOKING**

**26 APRIL 2004**

## **KEY ISSUE:**

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

## **SUMMARY:**

This report gives a review of the 2003-2004 Highway Management Plan for the Local Transportation Service in Woking. It also describes how the Local Transportation Service will meet the highway maintenance targets and objectives of the Corporate Plan and Local Transport Plan. The report seeks Local Committee approval for the 2004-2005 Highway Management Plan for the Local Transportation Service in Woking, bearing in mind the likely funding constraints.

## **BENEFITS:**

The plan is devised to meet requirements for safety, serviceability and sustainability. The aim locally is to provide a safe and serviceable network at all times whilst using a sustainable methodology to prolong the life of the asset in all respects.

## **OFFICER RECOMMENDATIONS:**

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

## INTRODUCTION

1. This is the Annual Highway Management Plan for 2004-2005 for the Local Transportation Service in Woking. This plan should be considered alongside the Surrey Highways Network Management Plan, which defines standards to meet requirements for safety, serviceability and sustainability.
2. 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 Local Transport Plan (LTP). In addition it must ensure that the requirements of national Best Value Performance Indicators (BVPIs) are satisfied. The plan applies to all publicly maintained highways within the Woking area but not to the Rights of Way network.
3. This report highlights performance in 2003-2004 against the Plan submitted to the Local Committee in March 2003.

## MAINTENANCE NEEDS

4. The highway asset includes carriageway, footway, verges, structures, drainage, street furniture, street lighting 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. Highway maintenance is carried out to achieve value for money through risk management by using cost effective treatments and solutions at the most appropriate times and locations within the financial constraints.
5. The objectives target the most important parts of the highway network to:
  - undertake a rolling programme of surface treatments which balance safety, engineering and environmental needs with an emphasis on preventative maintenance;
  - ensure that highway maintenance schemes take full account of the needs of all transport users, including the mobility impaired and disabled;
  - target maintenance funding more effectively to meet the needs of users, through a revised county road hierarchy;
  - actively encourage the use of recycling methods and the use of secondary aggregates for highway purposes;

- give renewed emphasis to highway drainage schemes to relieve localised flooding;
- redefine the present hierarchy of highways to reflect new pedestrian priorities, including integrated links to other transport facilities;
- improve the quality and cost effectiveness of our winter maintenance service;
- improve the structural condition of the county highway lighting stock.

## **2003-2004 PROGRAMME**

### 6. Major Maintenance

Of the 19 schemes included in the draft programme for 2003-2004 only 3 remain outstanding and all are carried forward to 2004-05. Reasons for delay are as follows:

A320 Guildford Road

– put on hold until Lockfield Drive complete

Monument Road & Maybury Road

– currently underway to coincide with LTP scheme

### 7. Minor Maintenance

This includes both footway and carriageway schemes for which provision of £280,000 was made. Increased expenditure on work generated by safety inspections resulted in all schemes being deferred except two which had been commenced. The only schemes undertaken were:

- footway work at Broadway, Knaphill and
- haunching work at Berry Lane

### 8. Revenue Maintenance

The following table summarises the expenditure for 2003-2004 against allocations:

<b>ACTIVITY</b>	<b>ALLOCATION</b>	<b>ACTUAL EXPENDITURE</b>
Minor maintenance schemes	280000	83643
Surface dressing schemes	80000	
Emergency standby	30500	0
Patching and minor c'way repairs	120000	437881
Drainage repairs	16000	27628
Footways and cycleways repairs	97500	155651
Fencing and barrier repairs	7000	14194
Grass cutting	65000	75000
Verge repairs and tree maintenance	85000	96981
Weed Control	30000	25837
Residual clearing	22500	18799
Gully cleansing	78000	90610
Other drainage clearing	51000	47588
Signs and markings	65000	91798
Electrical maintenance	41000	34229
Winter maintenance	52500	39696
Street lighting	132200	151252
Additional funding provision	20000	
Damage to County property	26000	4194
<b>TOTAL</b>	<b>1298200</b>	<b>1394981</b>

Although “actual” exceeds “allocation” despite monthly financial meetings between Constructor and LTS specific points to note including the following:

- 7600 gullies cleaned to end of February (11545 total)
- numerous jetting operations undertaken following gully cleaning
- majority of road signs cleaned
- 40 claims received
- extensive work, particularly patching, following safety inspections

## **LOCAL HIGHWAY MAINTENANCE**

9. 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 for all road users;
- undertake regular maintenance to prevent weaknesses developing;
- operate an 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 and street lighting;
- undertake residual cleaning;
- introduce a proactive approach to highway drainage renewals and improvements.

In addition to the above, traffic signals and structures are managed by Countywide Technical Services in conjunction with the Local Transportation Service.

10. All maintenance work is undertaken through the SHP except for the following:

- |                                 |   |
|---------------------------------|---|
| (i) street lighting             | - Raynesway Construction Southern           |
| (ii) grass cutting/verges/trees | - Woking Borough Council as Agent Authority |

## 2004-2005 PROGRAMME

11. The proposed works for 2004-2005 will be based on the following programmes:

- Major Maintenance Carriageway Works (Annex A)
- Additional Carriageway Works (Annex B)
- Carriageway Surface Treatments (Annex C)
- Footway Improvements (Annex D)
- Street Lighting Improvements (Annex E)
- Drainage – Schemes/Ditching (Annex F)

In addition there will be a programme for:

- gully cleansing
- weed control
- grass cutting
- hedge/tree trimming
- roadmarkings renewal

12. The following comments should be read in conjunction with each Annex.

### Major Maintenance Carriageway Works (Annex A)

All are seen as a high priority except A245 Woodham Lane which could wait until next year if funds do not permit completion of the programme.

### Additional Carriageway Works (Annex B)

This programme of works has been brought forward from the prioritised structural maintenance list. Littlewick Road and Smarts Heath Road (No. 38 to Hoe Stream Bridge) could be held over and Walton Road, Boundary Road and Albert Drive moved up the list. Consideration should also be given to treating Shackleford Road, a concrete road that needs a crack and seat treatment followed by a new surfacing.

Another problem to be considered is Beechwood Road, Knaphill, which needs reconstruction.

### Carriageway Surface Treatments (Annex C)

The programme of carriageway surfacing has an estimated cost of £290,000; however funding does not permit all works to be undertaken. A process of prioritisation is to be used to determine the priorities to be programmed.

### Footway Improvements (Annex D)

A programme of footway works has been produced with an estimated cost of £303,000. In addition a footway improvements bid of £102,000 has been prepared. A process of prioritisation will be used to determine the priorities to be programmed.

It should be noted that the LTS has allowed some £239,000 for both carriageway and footway with an additional £50,000 set aside for work in the Town Centre. £25,000 is for the partnership project with Woking Borough Council and a further £25,000 to repair the specialist Imprint surfacing.

As reported in the report dated 13 April 2004 to Executive there is a further £450,000 available for footways Countywide and the local office will be bidding for part of this fund.

#### Street Lighting Improvements (Annex E)

The local office will be bidding for an element of the Countywide fund of £500,000.

#### Drainage – Schemes/Ditching (Annex F)

Ditching works will be undertaken from the “Other Drainage Cleaning” revenue allocation.

The draft revenue allocations are included as Annex G

### **IMPLEMENTATION OF SURREY HIGHWAY NETWORK MAINTENANCE MANAGEMENT PLAN**

13. This section relates specifically to the items covered by the Surrey Highway Network Maintenance Management Plan. The following table summarises performance this year with proposals for next financial year.

<b>Surrey Highway Network Maintenance Management Plan</b>	<b>Action in Woking</b>	<b>Proposed action in Woking</b>
<b>Highway Activity</b>	<b>2003-2004</b>	<b>2004-2005</b>
Highway drainage: - culverts	Problems addressed if potential danger to highway users.	As 03/04
- piped drainage	As above	As above



- gully emptying	Scheduled programme completed)	Completion of whole network and better targeting of problem gullies
- grips & ditches	Some cleared on a reactive basis	Local problems to be identified & included within ditching programme
- ironwork	Defective covers and gully gratings replaced on a reactive basis	Local problems to be identified and included
Weed control	Two full treatments	Two full treatments
Verges, embankments and cuttings	Some verge repairs undertaken	Limited works only
Grass cutting	7 cuts urban 4 cuts rural	7 cuts urban 4 cuts rural
Hedges	Hedge trimming undertaken on reactive basis	Programme to be agreed with Agent plus reactive works
Highway trees	Reactive maintenance	5 year inspection programme to be developed
Fences and barriers	Reactive repairs	Reactive repairs
Signs and bollards	Reactive repairs, sign cleaning programme completed	Reactive repairs; inspection report of classified road signs by Constructor
Road markings & signs	Reactive re-lining	Proactive programme of renewal to be commenced
User and community response	Good use of SCC website and SCC Contact Centre	Improvements to LTS website and meet SCC Customer Care standards

Winter service	Salting routes agreed with Constructor	Same routes; improve secondary salting
Regulatory functions	Charges reviewed	Same, with emphasis on congestion (s74 overruns) and defects due to street works
Hierarchies within the Public Highway	Local footway hierarchy	Accessibility studies to be progressed
Traffic signals, including controlled crossings	Works carried out by Central Services	Same
Highway lighting	Reactive regime, but concerns about delays caused by electrical contractor	Reactive regime
Performance indicators	Corporate monitoring and Local Performance Wheel (local indicators)	Same
Network inventory	Asset management plan progressed corporately	Same
Highway Safety Inspections & Surveys	Carried out by Constructor	Same
Condition of carriageways, footways and cycleways	Emergency defect repairs and major maintenance schemes	Same

### LOCAL CONTRIBUTION TO TARGETS/PERFORMANCE INDICATORS

14. The following table highlights how the works to be undertaken as part of highway maintenance contribute to the service objectives and performance indicators.

COUNTY COUNCIL OBJECTIVES	LTS WOKING ACTION 2004/05
Improve quality of major roads	Implement major maintenance schemes in accordance with design brief

Improve quality of minor roads	Implement surface treatment and edge treatment programme
Improve footways	Implement footway schemes and surface treatment programmes
Use quiet surfacing for major maintenance	Whenever appropriate on any scheme in line with economic and environmental considerations
<b>LTP HIGHWAY MAINTENANCE OBJECTIVES</b>	
Increase the proportion of structurally sound roads on Surrey Priority Network (SPN 1 & 2)	Implement major maintenance schemes in accordance with design brief
Reduce the proportion of Principal roads with sub-standard skidding resistance	As above
Provide lower noise surfacing on SPN	Whenever appropriate on any scheme
Ensure an integrated approach to major maintenance	Co-ordinate with Utilities improvement/traffic schemes and other interests including disability requirements
Actively encourage use of recycling and use of secondary aggregates	Annual programme of footway and carriageway works utilising a recycling process and/or materials
Identify and complete major highway drainage schemes	Implement capital and revenue drainage schemes programme
Correlate new footway hierarchy with Code of Practice	Review of Category 1 & 2 footways completed in conjunction with Materials Group. Programme of condition surveys being drawn up to achieve 50% each year
Increase the use of wetted salt	Continue use of wetted salt
Replace structurally unsound lighting column	Dynamic/electronic survey of columns where concerns exist. Concrete columns replaced where safety is a concern

<b>PERFORMANCE INDICATORS</b>	
Temporary traffic controls/road closures	Co-ordination meetings with statutory undertakers. LTS programming through integrated approach
Emergency defects	Covered by SHP contract. Consider permanent repair at outset
Street lighting	Monitor 5 day repair requirements
Insurance claims	Process within timescale. Proactive maintenance reducing number of claims
28 day works orders	Covered by SHP contract

### **HIGHWAY MAINTENANCE REVENUE ALLOCATIONS**

15. The allocations shown at Annex G are based on the indicative allocations in the report to Executive dated 13 April 2004.
16. There are two specific issues that should be noted by Local Committee regarding revenue maintenance as follows:
- i. that from 2004/05 any underspend or overspend against the devolved revenue maintenance allocations be carried forward, subject to Executive approval when considering the County Council's financial outturn, to the following year excluding Street Lighting, Winter Maintenance and Public Liability Insurance.

It is therefore proposed that under and overspends will be carried over in line with the County Councils overall financial framework, i.e. overspendings will automatically be carried forward and underspendings carried forward but only where they are planned and managed for a specific purpose, and where the intention to underspend has been reported throughout the year. The latter would of course be subject to Executive approval.

- ii. It is proposed that virement levels should be increased from the current level of 30% to 100%, excepting sums over £100,000 that will be subject to approval by the Head of Transportation, in consultation with the Executive Member for Transportation. This will ensure that the County Policies and Standards continue to be met. Exclusions from this rule are winter and street lighting maintenance and public liability insurance where no virement is allowed. These new virement

powers are to be delegated to the Local Transportation Director in consultation with the Local Committee.

## **CONCLUSION**

17. It is recommended that the proposed allocations and work programmes represent the best way forward for managing the highway asset although final prioritisation of minor maintenance, footway and street lighting schemes must be undertaken against the funding available.
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**BACKGROUND PAPERS:** Highway Maintenance Revenue  
Allocations 2004/05  
Report to Executive 13 April  
2004