



**ANNUAL HIGHWAY MAINTENANCE  
MANAGEMENT PLAN 2006/07**

**LOCAL COMMITTEE (WOKING)  
15 JUNE 2006**

**KEY ISSUE:**

To seek approval for the Annual Highway Maintenance Management Plan for Woking, for the year 1 April 2006 to 31 March 2007.

**SUMMARY:**

This report sets out the 2006/07 Highway Maintenance Management Plan for Woking and identifies how the Area Transportation Service aims to meet its highway maintenance targets and objectives for 2006/07 with the resources available. The plan is devised to meet requirements for safety, serviceability and sustainability, whilst using an approach that will best preserve and prolong the life of the asset.

**CONSULTATIONS:**

**OFFICER RECOMMENDATIONS:**

The Committee is asked to agree;

- (i) to approve the initial Woking Annual Highway Maintenance Management Plan for the year 1 April 2006 to 31 March 2007.
- (ii) that the West Area Transportation Group manager be authorised to make any necessary changes to the plan or to agree virement of funds between cost headings in consultation with the Chairman of the Local Committee.

## INTRODUCTION and BACKGROUND

1. This report sets out how highway maintenance budgets are to be utilised in Woking during 2006/07.
2. The revenue maintenance allocation for Woking during 2006/07 has been set at £1,348,000. There may be some revision to the allocation once the Executive has agreed adjustments against the final countywide outturn revenue budget for 2005/06.
3. In addition to the revenue allocation, there will be LTP and Prudential funding for major maintenance schemes. Furthermore, centrally prioritised capital budgets will be used for surface dressing, local structural repairs, and drainage schemes. Capital funding will also be made available for locally identified footway maintenance schemes..

## MAINTENANCE NEED

4. Highway maintenance works are carried out to protect investment made in the highway assets, which includes our carriageways, footways, verges, drainage, structures, street furniture and road markings. Surrey County Council aims to achieve value for money through risk management which means utilising cost effective treatments in the most appropriate locations at the most appropriate times within the financial constraints of the budget. Surrey County Council is responsible for ensuring that highway maintenance works contribute to achieving the priorities and objectives set out in the Local Transport Plan. Furthermore, Surrey County Council's partnering constructors are committed to identifying innovative solutions and processes to increase efficiency and reduce costs.

## MINOR MAINTENANCE

5. Revenue funded minor maintenance operations are aimed at repairing and protecting the highway infrastructure. This includes routine day to day works as well as cyclical programmes such as grass cutting. It is proposed that Woking's revenue budget of £1,348,000 will be allocated as follows:

	<i>Delegated</i>	<i>Local</i>	<i>Total</i>
	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
<u>Damage to County Property</u>			
G*01T Unknown	£0	£15,000	£15,000
G*02T Aids to Movement	£0	£15,000	£15,000
G*03T Street Lighting	£0	£0	£0

## Item 12

### Revenue Schemes

G*55T	Carriageway Dressing Schemes	£0	£35,000	£35,000
G*58T	Carriageway Patching and Minor Repairs	£0	£50,000	£50,000
G*60T	Drainage Schemes	£0	£20,000	£20,000
G*62T	Footway Schemes	£0	£20,000	£20,000
G*64T	Barrier Schemes	£0	£0	£0

### Minor Maintenance

G*57T	Carriageway Patching and Minor Repairs	£168,000	£60,000	£228,000
G*59T	Drainage Repairs	£36,000	£60,000	£96,000
G*61T	Footway and Cycleway Repairs	£120,000	£48,000	£168,000
G*63T	Fencing and Barrier Repairs	£30,000	£13,000	£43,000

### Environmental Maintenance

G*69T	Grass Cutting	£0	£80,000	£80,000
G*70T	Verge Repairs and Tree Maintenance	£0	£90,000	£90,000
G*71T	Residual Clearing	£0	£5,000	£5,000
G*72T	Weed Control	£0	£32,000	£32,000

### Safety Maintenance

G*73T	Gully Emptying	£66,000	£0	£66,000
G*74T	Other Drainage Cleaning	£34,000	£45,000	£79,000
G*77T	Signs and Markings, Maintaining Existing	£46,000	£20,000	£66,000
G*78T	Signs and Markings, New Provision	£0	£0	£0

### Miscellaneous

G*80T	Traffic Signs Electrical Maintenance	£0	£30,000	£30,000
G*83T	Winter Maintenance (centrally managed)	£0	£0	£0
G*85T	Street Lighting Maintenance	£0	£210,000	£210,000

## Item 12

G*95T Vehicle Crossovers	£0	£0	£0
<u>Total</u>	£532,000	£816,000	£1,348,000

6. The delegated budget represents the proportion of the total budget allocated to, and managed by, the partnering constructor. Generally this represents the proportion of works identified and actioned by the Ringway Inspectors. Each of these budgets are discussed below.

### Carriageway, Footway and Cycleway Patching and Minor Repairs

#### 7. *Functions, Resources and Administration*

Two two-man gangs will be employed throughout the year to carry out minor carriageway, footway, and cycleway repairs. This includes all category 1, 2a, 2b and 2c defects. Of the two gangs, one will be employed as a “patching” gang and the other will be employed as a “jobbing” gang. The jobbing gang will also carry out drainage repairs.

#### 8. *Key Responsibilities*

Works will be identified by the Ringway Inspectors, Surrey County Council's Highway Stewards and Surrey County Council's Maintenance Engineer. Works will be programmed by the partnering constructor in liaison with Surrey County Council's Maintenance Engineer.

### Emergency Callouts

#### 9. *Functions, Resources and Administration*

Emergency callouts are generated by calls to the Contact Centre and are funded from the Carriageway Patching and Minor Repairs budget. Wherever possible repairs will be completed on the first visit. Any follow up works will be funded from the relevant budget depending on the nature of works involved.

#### 10. *Key Responsibilities*

The emergency callout gang will be managed by the partnering constructor. Follow up works will be programmed by the partnering constructor in liaison with Surrey County Council's Maintenance Engineer.

### Drainage Repairs

#### 11. *Functions, Resources and Administration*

The jobbing gang that is employed to carry out minor carriageway, footway and cycleway repairs will also be employed to carry out drainage repairs.

#### 12. *Key Responsibilities*

Works will be identified by the Ringway Inspectors, Ringway gully cleansing contractors, Surrey County Council's Highway Stewards and Surrey County

Council's Maintenance Engineer. Works will be programmed by Surrey County Council's Maintenance Engineer in liaison with the partnering constructor.

#### Fencing and Barrier Repairs

13. *Functions, Resources and Administration*  
Repairs to fencing and barriers will be carried out on a reactive basis as and when required.
14. *Key Responsibilities*  
Works will be identified by the Ringway Inspectors, Surrey County Council's Highway Stewards and Maintenance Engineer. Works will be programmed by the partnering constructor in liaison with Surrey County Council's Maintenance Engineer.

#### Grass Cutting

15. *Functions, Resources and Administration*  
Grass cutting is carried out under a Ground Maintenance agency agreement by Woking Borough Council, who may also fund additional cuts. A minimum of seven urban cuts and three rural cuts will be carried out between March and October.
16. *Key Responsibilities*  
The agreed programme and works carried out by Serco, the appointed contractor, will be managed and monitored by Woking Borough Council's Environmental Services Manager.

#### Verge Repairs and Tree Maintenance

17. *Functions, Resources and Administration*  
This function is also undertaken by Woking Borough Council through the Ground Maintenance agreement.  
Routine tree and verge survey and maintenance works will be carried out where required. In addition, reactive works will be carried out as and when required. Surrey County Council's arborist has completed a survey of all A classified roads which has generated a list of required works and it has recently been confirmed that there will be a revenue funded centrally managed tree maintenance rolling programme. How that will be delivered has yet to be determined.
18. *Key Responsibilities*  
Works will be identified by Serco's arborist and operatives, the Borough Council's Environmental Services staff, Ringway Inspectors, Surrey County Council's Highway Stewards and Surrey County Council's Maintenance Engineer. Works will be programmed by the Borough Council and its contractor, in liaison with Surrey County Council's Maintenance Engineer.

Residual Clearing19. *Functions, Resources and Administration*

Up to three leaf clearing sweeps per year on listed roads is included in the Ground Maintenance agreement with Woking Borough Council. Excessive leaf fall in unlisted roads may be cleared by Serco or Ringway, dependant on volume and urgency. The Borough is also responsible for residual clearing on verges. However, debris or detritus on the highway that constitutes a significant and urgent obstruction or hazard to users will be cleared by Ringway. A provision of £5,000 is retained for deployment by Surrey County Council's Maintenance Engineer as appropriate.

20. *Key Responsibilities*

A cyclical programme is provided by Surrey County Council's Maintenance Engineer in liaison with Woking Borough Council. Any additional works will be identified by Surrey County Council's Highway Stewards. All Serco works will be programmed by Woking Borough Council. Ringway works will be by instruction from Surrey County Council's Maintenance Engineer or Highway Stewards, or by Emergency Call-out.

Weed Control21. *Functions, Resources and Administration*

Two Borough-wide weed control treatments will be carried out, in May/June and August/September.

22. *Key Responsibilities*

A cyclical programme will be provided by Surrey County Council's Maintenance Engineer and any additional works will be identified by Surrey County Council's Highway Stewards. All works will be programmed by Surrey County Council's Maintenance Engineer in liaison with the partnering constructor and the appointed weed control sub contractor.

Gully Emptying23. *Functions, Resources and Administration*

A Borough-wide gully cleaning programme will operate year round, with every gully being cleaned at least once per year.

24. *Key Responsibilities*

A cyclical programme will be provided by Surrey County Council's Maintenance Engineer and any additional works will be identified by Surrey County Council's Highway Stewards. All works will be programmed by Surrey County Council's Maintenance Engineer in liaison with the partnering constructor and the appointed gully cleaning sub contractor.

Other Drainage Cleaning25. *Functions, Resources and Administration*

A provision is made for dig-outs, pipe rodding, jetting and root cutting to compliment the gully cleaning programme and to ensure highway drainage

connections are kept clear of blockages. The budget also allows for ditch clearing and grip cutting.

26. *Key Responsibilities*

Requirements will be identified by Surrey County Council's Maintenance Engineer and Highway Stewards, aided by feedback from the Gully Cleansing contractor. All works will be programmed by Surrey County Council's Maintenance Engineer in liaison with the partnering constructor and the appointed drainage sub contractor.

Signs and Markings

27. *Functions, Resources and Administration*

Signing works include maintaining existing signs and markings, and may also be used for new requirements that are not funded by capital schemes. Road markings will be maintained by one lining gang employed for one week per month for six months of the year. Road markings for waiting restrictions will be maintained by Woking Borough Council. This includes yellow lines and parking bays.

28. *Key Responsibilities*

Works will be identified by the Ringway Inspectors and Surrey County Council's Highway Stewards, Maintenance and Integrated Transport Engineers. Works will be programmed by a Surrey County Council Engineer in liaison with the partnering constructor.

Street Lighting and Traffic Signs Electrical Maintenance

29. *Functions, Resources and Administration*

Street lighting and traffic signs electrical maintenance works will be carried out by RCS Raynesway Services.

30. *Key Responsibilities*

Works will be identified and programmed by Surrey County Council's Street Lighting Engineer in liaison with the contractor.

Winter Maintenance

31. *Functions, Resources and Administration*

When conditions dictate, two primary routes will be treated in Woking. In snowfall conditions or during extended periods of ice secondary routes will also be treated.

32. *Key Responsibilities*

The partnering constructor will be responsible for daily decisions whether or not to deploy the gritting crews. In case of snow, the Surrey County Council Maintenance Engineer will coordinate the deployment of resources to treat places such as outside schools, hospitals and shopping areas on a priority basis.



### Vehicle Crossovers

33. *Functions, Resources and Administration*

The construction of new vehicle crossovers is financed by the owner or resident for whom the crossover is being constructed. All works should be self-financing and therefore the revenue budget for Vehicle Crossovers is zero.

34. *Key Responsibilities*

On receipt of a resident's application, a Surrey County Council Highway Steward will visit the property to assess and measure up the vehicle crossover and if approved, provide a quotation to the resident. If the quotation is accepted, works will be programmed by the partnering constructor to commence within six weeks of receipt of payment, unless otherwise agreed.

### Damage to County Property

35. *Functions, Resources and Administration*

Repairs to highway furniture will be carried out following damage sustained during road traffic accidents or from vandalism.

36. *Key Responsibilities*

Works will generally be identified following an emergency callout. Works will be programmed by the partnering constructor in liaison with Surrey County Council's Maintenance Engineer or by Surrey County Council's Street Lighting Engineer in liaison with RCS Raynesway for incidents involving street lighting and illuminated signs. Surrey County Council also liaise with Surrey Police to ensure funding is recovered from liable third parties.

### Community Gang

37. *Functions, Resources and Administration*

A two/three-man community gang will be employed throughout the year to carry out a variety of minor works, and to attend emergency call-outs during normal working hours.

38. *Key Responsibilities*

Works will be identified by Local Residents, Local Borough and County Members, Surrey County Council's Highway Stewards and Maintenance Engineer. Works will be authorised and programmed by Surrey County Council's Maintenance Engineer in liaison with the partnering constructor.

### Minor Maintenance Schemes

39. *Functions, Resources and Administration*

Several carriageway, footway and drainage maintenance schemes will be carried out.

40. *Key Responsibilities*

Works will be identified by Surrey County Council's Maintenance Engineer

and Surrey County Council's Area Maintenance Manager. Works will be programmed by Surrey County Council's Contract Delivery Team in liaison with the partnering constructor.

41. The majority of minor maintenance schemes are yet to be confirmed, however the following microasphalt carriageway surfacing schemes have recently been completed.

<b>Road</b>		<b>Electoral Division</b>
D3722	Gloster Road	S - Old Woking
D3722	Shackleford Road	S - Old Woking
D3766	Eden Grove Road (part)	E - Byfleet
D3775	Godley Road	E - Byfleet
D3680	Hurst Close	SW - St Johns

## MAJOR MAINTENANCE

42. Major maintenance schemes extend the serviceable life of the road and are funded from both LTP and Prudential funding. The major maintenance programme is ultimately determined on road condition data and is prepared centrally in liaison with the Local Office and the partnering constructor. The following major maintenance schemes will be implemented in Woking during 2006/07, to be carried out in April, May, and July 2006 respectively.

<b>Road</b>		<b>Electoral Division</b>
D3680	Hook Heath Road (part)	SW - St Johns
D3629	Bullbeggars Lane (part)	N - Horsell West
A320	Victoria Way (part)	C - Goldsworth East

43. As discussed above, major maintenance schemes will be complimented by a surface dressing programme. The following surface dressing schemes will be implemented in Woking during 2006/07. It is anticipated that the surface dressing works will be completed during May 2006.

<b>Road</b>		<b>Electoral Division</b>
D3643	South Road (part)	N - Horsell West
A245	Shores Road	N - Horsell East / Woodham
B382	Old Woking Road (part)	SE - Mount Hermon East

B382	Old Woking Road (part)	SE - Pyrford
D3744	Pyrford Road (part)	E - West Byfleet
A245	Woodham Lane	N - Horsell East / Woodham
A245	Sheerwater Road (part)	N,E - Horsell E, W Byfleet
D3749	Elmstead Road	E - West Byfleet

44. In addition to the major maintenance schemes and surface dressing works, further funding is available for local structural repairs, drainage schemes and footway maintenance schemes. These works are yet to be confirmed but will be identified on a needs basis.

### **FINANCIAL IMPLICATIONS**

45. A revenue maintenance budget of £1,348,000 will be utilised to repair and protect the highway infrastructure. In addition further funding will be used for major maintenance schemes, surface dressing works, local structural repairs, drainage schemes and footway maintenance schemes.

### **SUSTAINABLE DEVELOPMENT IMPLICATIONS**

46. The programme will need to meet the targets and commitments contained in the Local Transport Plan, which addresses the implications of sustainable development.

### **CRIME & DISORDER IMPLICATIONS**

47. There are no specific crime and disorder implications.

### **EQUALITIES IMPLICATIONS**

48. The programme should raise no equality implications as all the proposals will seek to eliminate any perceived and or actual inequalities.

### **CONCLUSIONS AND REASONS FOR RECOMMENDATIONS**

49. This report sets out the 2006/07 Highway Maintenance Management Plan for Woking and identifies how the Area Transportation Service aims to meet its highway maintenance targets and objectives for 2006/07 with the resources available.
50. The plan is devised to meet requirements for safety, serviceability and sustainability, whilst using an approach that will best preserve and prolong the life of the asset.

**Report by: Peter Agent, West Area Maintenance Team Manager**

---

**LEAD/CONTACT OFFICER:** Andy Lobban

**TELEPHONE NUMBER:** 01483 519571

**BACKGROUND PAPERS:** None

---

Version No.2 Date:31 May 2006 Time: Initials: AL No of annexes: 0