



Annual Highway Maintenance Management Plan 2007/2008

**Surrey County Council
Local Committee (Woking)
21 June 2007**

KEY ISSUE

To seek approval for the Annual Highway Maintenance Management Plan for Woking, for the year 1 April 2007 to 31 March 2008.

SUMMARY

This report sets out the 2007/08 Highway Maintenance Management Plan for Woking and identifies how Surrey Highways aims to meet its highway maintenance targets and objectives for 2007/08 with the resources available.

BENEFITS

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.

OFFICER RECOMMENDATIONS

That the Local Committee approve the Annual Highway Maintenance Management Plan for Woking for the year 1 April 2007 to 31 March 2008.

1.0 Introduction

- 1.1 This report sets out how highway maintenance budgets are to be utilised in Woking during 2007/08.
- 1.2.1 The Revenue Maintenance allocation for Woking has been set at £1,028,594, with an additional £100,000 available at the discretion of the Members.
- 1.3 In addition to the revenue allocation, there will be centrally prioritised LTP and Prudential funding for major carriageway, footway and drainage maintenance schemes, and local structural repairs.

2.0 Maintenance Need

- 2.1 Highway maintenance works are carried out to protect investment made in the highway asset, 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, utilising cost effective treatments in the most appropriate locations at the most appropriate times within the constraints of the budget. Surrey County Council is responsible for ensuring that such 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.

3.0 Minor Maintenance

- 3.1 Revenue funded minor maintenance operations are aimed at repairing and protecting the highway infrastructure. This includes routine and emergency day to day works as well as cyclical programmes such as gully cleansing. It is proposed that the budget of £1,028,594 will be allocated as follows:

	<i>Total Budget</i>
<u>Community Gang</u>	£105,800
<u>Accident & Emergency</u>	£66,890
<u>Minor Maintenance</u>	
Carriageway / Footway Patching / Minor Repairs	£448,000
Gully Emptying	£77,200
Other Drainage Cleaning	£17,985
Signs and Markings	£33,333
Surface Dressing Patching	£62,220

Drainage Repairs	TBD
<u>Environmental Maintenance</u>	
Grass Cutting and Verge Maintenance	£153,000
Tree Maintenance	£22,666
Residual Clearing	£12,500
Weed Control	£29,000
<u>Lighting Maintenance</u>	£105,000
<u>Total</u>	£1,028,59

3.2 **Community Gang**

3.2.1 *Functions, Resources and Administration*

A two-man community gang will be employed around the Borough on a published rota basis, for a variety of minor works, including paving, kerbing, street furniture (e.g. bollards, non-illuminated signs), obstructive vegetation, fly-posting and residual clearing.

3.2.2 *Key Responsibilities*

Works will be identified by the general public, local County and Borough Members, Surrey County Council's Community Highway Officers and Maintenance Engineer. Works will be authorised, prioritised and programmed by Surrey County Council's Maintenance Engineer in liaison with the partnering constructor.

3.3 **Carriageway, Footway and Cycleway Patching and Minor Repairs**

3.3.1 *Functions, Resources and Administration*

Highway Safety Inspection (HSI) 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.

3.3.2 *Key Responsibilities*

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

3.4 **Emergency Callouts**

3.4.1 *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.

3.4.2 *Key Responsibilities*

Emergency callout gangs, in and out of normal working hours, 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.

3.5 **Drainage Repairs**

3.5.1 *Functions, Resources and Administration*

Repairs to drainage systems, over and above cleaning operations, may be carried out by an HSI or Community Gang, or by a specialist resource, as appropriate.

3.5.2 *Key Responsibilities*

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

3.6 **Fencing and Barrier Repairs**

3.6.1 *Functions, Resources and Administration*

Repairs to fencing and barriers will be carried out on a reactive basis as and when required.

3.6.2 *Key Responsibilities*

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

3.7 **Grass Cutting**

3.7.1 *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.

3.7.2 *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.

3.8 **Verge Repairs and Tree Maintenance**

3.8.1 *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 is continuing a County-wide survey, which is generating a list of required works, some of which will be funded centrally.

3.8.2 *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 Community Highway Officers 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.

3.9 **Residual Clearing**

3.9.1 *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 Ringway.

3.9.2 *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 Community Highway Officers. All Serco works will be programmed by Woking Borough Council. Ringway works will be by instruction from Surrey County Council's Maintenance Engineer or Community Highway Officers, or by Emergency Call-out.

3.10 **Weed Control**

3.10.1 *Functions, Resources and Administration*

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

3.10.2 *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.

3.11 Gully Emptying

3.11.1 Functions, Resources and Administration

A Borough-wide gully cleaning programme will operate year round, with every gully (approx 12,000) being cleaned at least once per year.

3.11.2 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 Community Highway Officers. 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.

3.12 Other Drainage Cleaning

3.12.1 Functions, Resources and Administration

A provision is made for dig-outs, pipe rodding, jetting, camera investigation and root cutting to compliment the gully cleaning programme and to ensure highway drainage connections are kept clear of blockages. The budget is also used for ditch clearing and grip cutting.

3.12.2 Key Responsibilities

Requirements will be identified by Surrey County Council's Maintenance Engineer and Community Highway Officers, 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.

3.13 Signs and Markings

3.13.1 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.

3.13.2 Key Responsibilities

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

3.14 Street Lighting and Traffic Signs Electrical Maintenance

3.14.1 *Functions, Resources and Administration*

Street lighting and traffic signs electrical maintenance works will be carried out by Balfour Beatty Infrastructure Services Ltd (who have taken over the previous contractor, RCS Raynesway Services).

3.14.2 *Key Responsibilities*

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

3.15 **Winter Maintenance**

3.15.1 *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.

3.15.2 *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.

3.16 **Vehicle Crossovers**

3.16.1 *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.

3.16.2 *Key Responsibilities*

On receipt of a resident's application, a Surrey County Council Engineer 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.

3.17 **Damage to County Property**

3.17.1 *Functions, Resources and Administration*

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

3.17.2 *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 Balfour Beatty 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.

4.0 Major Maintenance

- 4.1 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 major maintenance schemes to be implemented in Woking during 2007/08 are shown in Annex 1. They should be completed in summer / autumn 2007.
- 4.2 As discussed above, major maintenance schemes will be complimented by a surface dressing programme. The surface dressing schemes to be implemented in Woking during 2007/08 are shown in Annex 1. Most pre-patching work has already been carried out, but programme dates have yet to be published.
- 4.3 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 are provisionally listed in Annex 1.

5.0 Summary

- 5.1 A Revenue Maintenance budget of £1,028,594, plus a local allocation up to £100,000, 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.

6.0 Officer Recommendations

- a). That the Local Committee approve Woking's Annual Highway Maintenance Management Plan for the year 1 April 2007 to 31 March 2008.

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Accountable: Paul Fishwick, Local Highways Manager (Woking)

Consulted: Not Applicable

Background Papers: None
