

For Members



SURREY
COUNTY COUNCIL

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COUNCILLOR ENQUIRIES

Logging an issue via our website is the most effective way to contact us because all enquiries via this route are assigned a trackable reference number.



Website

Roads and Transport

www.surreycc.gov.uk/roadsandtransport

Reporting

<https://www.surreycc.gov.uk/reportahighwayproblem>



Email

Councillors' priority
email address:

councillors@surreycc.gov.uk

(emails to this address are
logged and response time
monitored)

Response target of 10
working days



Phone

Councillors'
priority line
0300 200 1014

General Highways line
0300 200 1003

Genuine & Immediate
Safety Hazards (24 hr)
0300 200 1014

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How do I report a problem on the highway?



Website

[Surrey County Council - Tell us about a highway issue \(surreycc.gov.uk\)](https://surreycc.gov.uk)

This enables us to identify and prioritise the issues that we need to respond to quickly versus those that are a lower priority.

Pictures and sub categories help to direct the user if SCC are not responsible for resolving the issue and encourage emergencies to be called straight through.

A map is used to request the location of the issue and photos can be uploaded as additional information.

If you cannot find what you need on the website or you want to fund a lower priority request as your priority, please email us councillors@surreycc.gov.uk



Email

Tell us about a highway issue



Potholes and other issues with roads and cycle lanes



Flooding and blocked drains



Pavements and kerbs



Trees, hedges, grass and weeds



Broken or missing drains or manhole covers



Roadworks and road closures



Road markings



Street lights and other lighting



Traffic lights



Obstructions on the road or pavement (e.g. fly tipping)



Parking



Road and street name signs



Street furniture (e.g. pedestrian railings and bins)



Road safety and school travel



Gritting and grit bins



Bridges and structures

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REPORTING A SAFETY DEFECT OR SOMETHING WHICH NEEDS FIXING EG. POTHOLE, FALLEN TREE, STREETLIGHT GONE OUT

Throughout each year, it is likely that you will need to report safety defects ranging from potholes, fallen trees and streetlights not working.

If it's not an emergency,
use the online reporting forms
found at

www.surreycc.gov.uk/reportahighwayproblem

Call

Please call **0300 200 1014** at any time to report an **emergency** (and any other issue). **Residents** should call **0300 200 1003** for emergencies or cases which can't be reported online.



Phone

Feedback

Leave your email address at Councillors@surreycc.gov.uk and you'll get updates from the Highways team dealing with the case



Email

Fix

If it meets criteria for repair, we'll let you know when the fix is due, and then confirm once it's done



Outcome

You'll be notified of the outcome of the inspection. In some cases, we may not fix the issue right away

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Emergency?

Is there an **immediate danger**? Will someone get hurt if it isn't dealt with right now? **Call us straight away** if this is the case.

Report

If it's **not** an emergency, use the online reporting forms found at www.surreycc.gov.uk/reportahighwayproblem



Website

Inspect

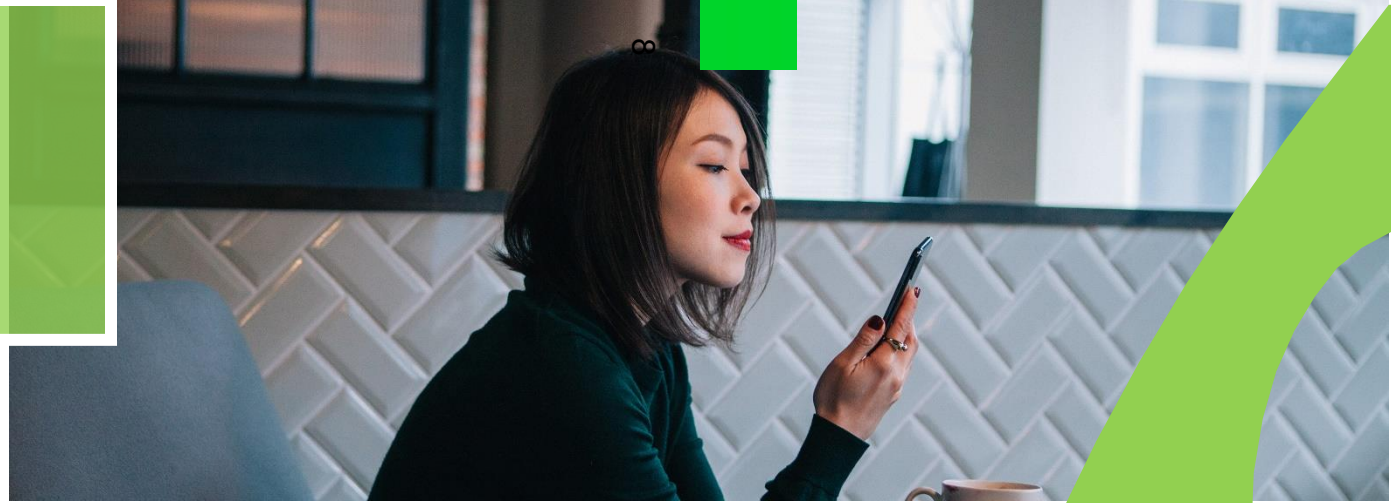
Every report gets inspected. It may be inspected in 5 or 10 working days, depending on the severity reported

Issue

You, or your constituent, has seen an issue on the roads or pavements which needs fixing. What do you do?

CHASING A RESPONSE

As much as we try to respond to all enquiries and complaints within the agreed timescales, there may be occasions when we fail to meet expectations.



What happens when I log an enquiry via the website?

Each enquiry that is logged via the website form is captured within a database and is passed to the relevant Officer or Team to respond.

You will have received an automated response which contains an enquiry ID. This indicates receipt of your enquiry.

When you respond to the automated email, by using Reply, your response will automatically be added to the initial enquiry.

Why is it best to log an enquiry via the website?

Logging an enquiry via the website ensures that the enquiry is accurately recorded and enables us to quickly direct the enquiry to the correct team or officer, therefore helping to provide a speedy response. It means it can also be tracked and there is absolutely no way that an enquiry can be lost.

It also helps when reporting on enquiries, as we can see where trends are occurring and look at ways of being proactive.

Is there a dedicated mailbox for Councillors?

Yes there is a dedicated inbox where Councillors can contact the team, however, **we would encourage you to report online in the first instance.**

councillors@surreycc.gov.uk

Emails to this address are logged and response times are monitored. A response target of 10 days is in place. Officers and teams are reminded to respond within the timescale.

Can I call through an enquiry?

You can call the Councillor's priority line on **0300 200 1014**. This is a dedicated line for members.

How can I chase through a response if I haven't heard anything?

If you haven't received a response in relation to an enquiry you have raised, you can contact our Highways Engagement Team.

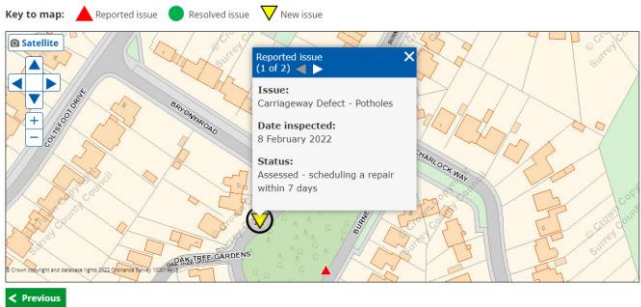
Our Stakeholder Engagement Officers are on standby to ensure that we respond to you as quickly as possible.

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How to chase for a response



Online

If you are waiting for a response about a defect, you *may* be able to use the online forms to check the status (e.g. a pothole)

Response

A response will be provided. If for any reason there is a delay (e.g. the enquiry is complex), we will let you know

Escalate

If it's not the first time you've chased, a Manager will be alerted

Email

Email the dedicated councillors@surreycc.gov.uk email address. The Contact Centre e-team will check to see if they have the information. If not, they will escalate the issue to ensure a response is provided

No response received

We're sorry you haven't received the response. Here's how you can chase us for the response after the 10-day timescale has lapsed

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Decisions and Key Dates to let us know your choices by, to reduce risk to delivery

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£7.5K

Countywide
£607.5k
Revenue
Maintenance
Key Date:
9th December 22

£100K

Countywide
£8.1m Capital
Maintenance
Key Dates:
**31st July 2022 for
2022/23;**
**9th December 22
for 2023/24**

£2.95m

Countywide ITS
key Dates:
**31st July 2022 for
2023/24 priority 1
scheme;**
**November 2022 for
2024/25 Priority 1
scheme**

Parking Review

suggestions as
part of the
rolling overall

£200k

Countywide
programme

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HOW CAN I USE MY REVENUE ALLOCATION?

Each County Councillor will receive **£7,500** for revenue maintenance.

What can I spend my revenue allocation on?

The revenue allocation can be spent on maintenance activity like cutting back vegetation or cleaning signs. It can also be used to purchase materials needed to repair highway items such as timber posts/rails, or to install/maintain grit bins. You can choose to pool your revenue funding with other County Councillors. Some, or all, of your revenue allocation can then be used to fund a **revenue maintenance contractor** to carry out works in your division. This is more cost effective and timely than arranging revenue maintenance as minor works through Ringway.

How do I know how much things cost?

Your Stakeholder Engagement Officer can help you to understand the budget cost estimate of the work that you would like carried out.

I have agreed to pool my revenue funding, what will happen now?

Highways Maintenance Officers will be able to identify works that need to be completed from your requests and organise the appropriate contractor/delivery partner to complete the works.

How do I arrange for revenue maintenance to be carried out?

Please make requests firstly on [Surrey County Council - Tell us about a highway issue \(surreycc.gov.uk\)](https://www.surreycc.gov.uk).

If you would like the request to be **prioritised** or you want maintenance that is not on the report it site, then **please email** councillors@surreycc.gov.uk.



Website



Email

£7.5K

Countywide
£607.5k
Revenue
Maintenance
**Key Date to
allocate your
budget by:
9th December
2022**

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REQUESTING HIGHWAY MAINTENANCE WORK for example: cutting back vegetation, repainting lines, cleaning road signs etc

If you choose to, you can allocate some/all of your **£7,500 Revenue Maintenance** funding to pay for a **Revenue Maintenance Contractor** to carry out work in your division that is **not being funded centrally**. Alternatively, we can arrange for maintenance to be carried out for you using **Ringway** (takes more time to arrange). This can be arranged via your **Stakeholder Engagement Officer** or by emailing councillors@surreycc.gov.uk

Delivery

The Maintenance Engineer will let you know when the work has been completed



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Funding

If the request is not covered by central funding you will need to allocate some of your revenue maintenance funding. Please ensure all requests are submitted to the Stakeholder Engagement team by 9th December.

Check

Officers will check if the requested maintenance has already been programmed for delivery from central funding. You will be informed if so, and when the work will be completed.

Review

Officers will review the request and identify the best method of delivery. This might be through the use of Revenue Maintenance Contractor, adding to a central programme or as an individual discreet work order.

Scheduling

A Maintenance Engineer will be in touch with you before the programme is finalised to ensure there is nothing further to prioritise and review any additional resident requests.

Prioritise

Any requests that are not able to be included as part of your revenue maintenance funding allocation will be added to the central programme and prioritised accordingly

Request via "Report it"

Where possible please report maintenance issues on [Surrey County Council - Tell us about a highway issue \(surreycc.gov.uk\)](https://www.surreycc.gov.uk/tell-us-about-a-highway-issue).

If you would like the request to be **prioritised** or you want maintenance that is not on the report it site, then **please email** councillors@surreycc.gov.uk.

You can also encourage residents to use the online reporting here:
www.surreycc.gov.uk/reportahighwayproblem

Issue

You have been made aware of a highway maintenance issue. What do you do?

£7.5K

Countywide
£607.5k
Revenue
Maintenance

Key Date:
9th December 22

REVENUE MAINTENANCE CONTRACTOR

Revenue Maintenance contractors, through our countryside works contract, can be commissioned for you by the Highways Engagement & Commissioning Team.



I've used some of my allocation to pay for a Revenue Maintenance contractor - How is this delivered?

Where members have allocated funding for the countryside revenue maintenance contractor, this will be commissioned by the Highways Engagement & Commissioning Team.

Maintenance Officers will manage the contractors and ensure you are aware when they are in your area and that they undertake the work you prioritise. If helpful, the Maintenance Officer can meet you on site to discuss priorities.

How can I be sure that the Revenue Maintenance contractor is undertaking the prioritised work?

Prior to any Revenue Maintenance contractors undertaking work in your local area, the Maintenance Team will email you to ask if you have work you would like undertaken. These will then be prioritised for delivery as part of the contractors work.

You will then receive an update when the work has been completed.

How can I arrange for a Maintenance Officer to meet me on site?

As part of the process, you can email Councillors@surreycc.gov.uk to request a site visit with a Maintenance Officer to discuss what maintenance you would like to deliver with your funding. You will be contacted when they are starting to programme works in your area and you can arrange a site visit at that time.



Email



£7.5K

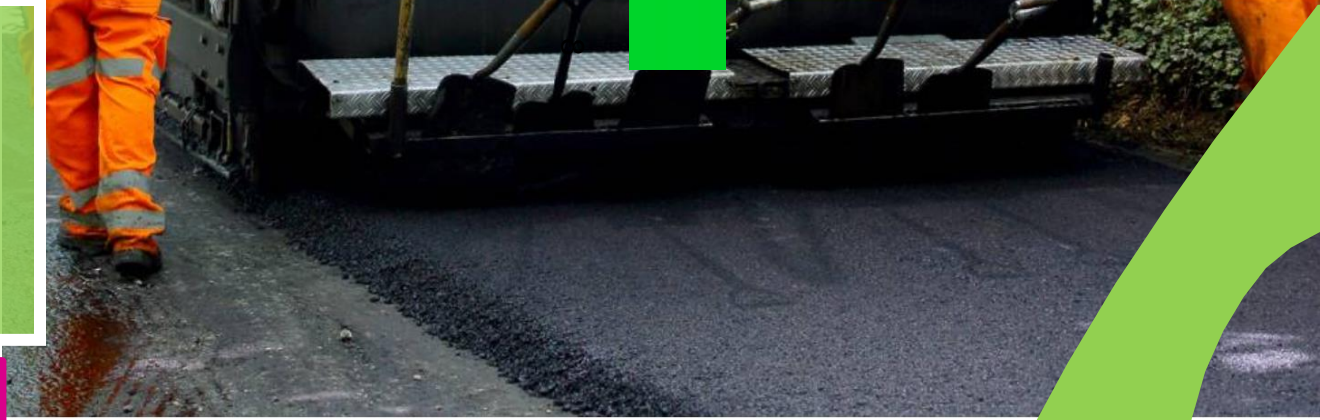
Countywide
£607.5k
Revenue
Maintenance
Key Date:
9th December 22

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NEW CAPITAL ALLOCATION



The new approach to Highways Decision Making means that for 22/23 each County Councillor will receive **£100,000** Capital Allocation.

How can I use the capital funding?

You can use at least £70k of the £100k, or use all £100k, to fund your priority capital maintenance schemes. This is most likely to be surfacing local structural repair (LSR). This is a large patch section of re-surfacing of either roads or pavements.

Other choices of capital maintenance, such as drainage works, could require surveys and design and so take a longer time to arrange works delivery.

It is possible to use your funding to top up or to help bring forward an already prioritised Horizon surfacing scheme.

Up to £30k of the £100k funding can be used to fund "minor" ITS schemes.

What type of ITS schemes can I spend capital funds on?

Up to £30k can be spent on 'minor' Integrated Transport Scheme works such as dropped kerbs at crossing points, parking prevention bollards, speed limit reviews etc.

If your scheme costs more than £30k you may wish to put it forward as your single scheme for prioritisation under the countywide ITS programme. More information on this process can be found [here](#).

What happens next?

Your Stakeholder Officer will continue to be in touch to talk through the different options that you may choose to allocate your funding to.

How do I know how much things cost?

A guide of indicative costs can be found [here](#). Please be aware of whole project costs that will need to be factored in, such as design costs, traffic management and site specific issues. Your Stakeholder Engagement Officer can help you understand the specific issues for your choice of scheme or arrange a tour with a Highway Maintenance Officer to help you choose your top priority, if required.

£100K

Countywide
£8.1m Capital
Maintenance

Key Dates:
**31st July 2022 for
2022/23;**
**9th December 22
for 2023/24**

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Email

Please contact us with your choices by the Key Dates or there is a risk to delivery
councillors@surreycc.gov.uk



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CAPITAL ALLOCATION - £100K PER COUNTY COUNCILLOR

£100K
Capital
Maintenance

OR

Up to £30K

At least
£70K
Capital
Maintenance



Small ITS: dropped kerbs (not crossovers to drives), new parking prevention bollards, new speed limit review (where supporting traffic calming is not required) etc

Your Stakeholder Engagement Officer (SEO) will link you to the appropriate officer to discuss and commission this work for you.

Allocating all funding to Capital Maintenance is the **preferred option** as this gives best deliverability within the Financial Year

Local Structural Repair (LSR) describes a larger patch of surfacing to remove lower technical priority, but higher local priority surfacing defects on Surrey’s residential roads.

This £100k budget could be allocated to 2 large or 4 smaller LSR schemes and requires a “walkover” by specialist engineers to determine a detailed cost and timescale to deliver the work.

The cost of an LSR scheme includes for 1 “walkover” and any additional “walkovers” could result in less budget being available to deliver the works.

Please discuss with your Stakeholder Engagement Officer (SEO) if you wish to prioritise other capital maintenance works, such as drainage, and they will liaise with the appropriate specialist to determine cost and deliverability.

Your SEO will liaise with you to commission works and can arrange for a technical tour of your maintenance priorities in your division with maintenance specialists.

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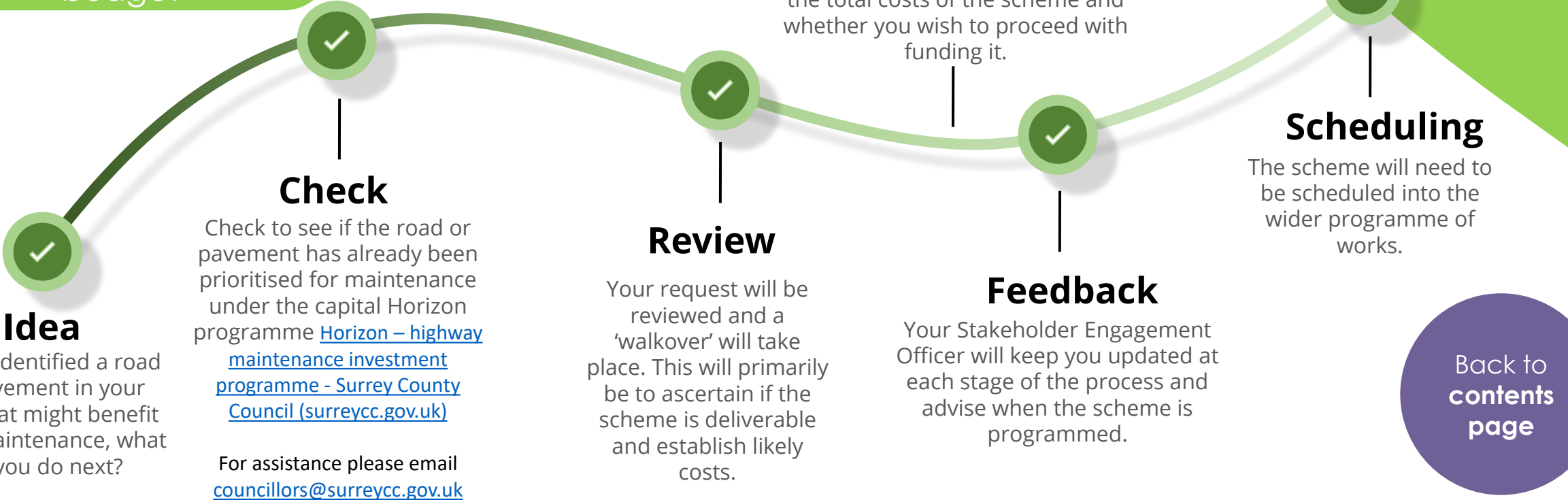
How to request capital maintenance schemes(e.g. Local Structural Repair, Patching)



At least **£70K**
Up to **£100k**
Capital Maintenance budget

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Key Dates:
31st July 2022 for 2022/23;
9th December 22 for 2023/24



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How to request a low-cost improvement (e.g dropped kerb, speed limit change)

Up to **£30K**
From **£100k**
Capital Maintenance
budget

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Idea

You've come up with an idea, or a proposal, to improve your local area. If it's a 'low-cost' job, what do you do next?



Email

Email



Email

councillors@surreycc.gov.uk to raise this with the Highways Team. If you email, the Contact Centre e-team will acknowledge the request and carry out checks to ensure a response is provided in time

Report

You can also use the online reporting forms to make the request found at www.surreycc.gov.uk/reports/highwayproblem



Website



Allocate

We'll determine the best person to deal with your request, depending on the exact nature of the work



Feedback

The person dealing with your request will keep you updated once the review has been carried out

Review

Your request will be reviewed, and if necessary, a site inspection carried out



Prioritise

The works may need to be prioritised alongside other proposals. We'll let you know if this is the case

Delivery

The Stakeholder Engagement Officer will let you know when the work has been completed



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COUNTYWIDE ITS PROGRAMME FROM 2023/24 ONWARDS



A new countywide prioritisation process for 23/24 onwards is subject to discussion with the Communities, Environment & Highways Select Committee and agreement by the Cabinet Member for Transport, Infrastructure & Economy in October.

How many schemes can I promote in any one financial year?

Members can prioritise and promote **one scheme** per year for consideration in their division.

When will I be able to propose an ITS scheme for 23/24?

The Stakeholder Engagement Officers will be contacting you to start the conversation about what **one scheme** you want to put forward for prioritisation. It is unlikely to be possible to include schemes that are proposed after **31st July** 2022, due to timescale constraints.

How will I know which ITS scheme to put forward?

The scheme could be one

- that has already been identified in the past and may have had a petition response etc
- that has already been identified in the past and has a feasibility or scoping report
- that has not been previously considered and is a new scheme

The **Stakeholder Engagement Officers** will also be able to suggest ideas and assist with a simplified way to engage with Stakeholders and to identify community support.

Can ITS schemes be promoted for a technical assessment?

Members can promote one ITS scheme for a technical assessment, funded by central feasibility.

How will the proposed ITS schemes across the County be prioritised?

It is proposed that each scheme is scored for impact on **Congestion, Accessibility, Safety, Environment, Economy and Project Affordability & Deliverability**. Strong new links to wider approaches e.g. **Greener Futures, Healthy Surrey, LTP4** etc.

What happens if my proposed scheme is not prioritised for 23/24?

If your proposed scheme is more complex it could be put forward for future years and design/consultation started in 23/24. If a proposed scheme is lower priority, you could submit it again or propose a new scheme for 24/25.

£2.95m

Countywide ITS

key Dates:

31st July 2022 for
2023/24 priority 1
scheme;
November 2022 for
2024/25 Priority 1
scheme

Please
contact us:
councillors@surreycc.gov.uk



Email

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COUNTYWIDE ITS PROGRAMME FROM 2023/24 ONWARDS



A new countywide prioritisation process for 23/24 onwards is subject to discussion with the Communities, Environment & Highways Select Committee and agreement by the Cabinet Member for Transport, Infrastructure & Economy in October.

1

From June

- All 81 County Councillors select 1 priority ITS scheme. Proposed schemes will be checked for a joined-up approach with other works programmes and initiatives.
- Stakeholder Engagement Officer's can assist with a simplified way to engage with Stakeholders and to identify community support.

2

June - Nov

- One Technical Assessment of a scheme can be requested, by end July latest, if required. June - September.
- Each location area has a meeting in the autumn for all County Councillors on the budget allocations.
- All 81 proposed schemes will be scored on priority using the new prioritisation process, once agreed, in October

3

From Nov

- Proposed that each location area has at least 1 prioritised scheme, and subject to budget availability.
- Proposed rolling programme to enable delivery of high priority schemes that may take longer than 1 year.
- The Cabinet Member decides on the proposed ITS programme in October and then the schemes progress.

£2.95m

Countywide ITS
key Dates:

**31st July 2022 for
2023/24 priority 1
scheme;**

**November 2022 for
2024/25 Priority 1
scheme**

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How to highlight the need for a major improvement ITS scheme (e.g. zebra crossing, junction re-design)

£2.95m
Countywide ITS
key Dates:
31st July 2022 for
2023/24 priority 1
scheme;
November 2022 for
2024/25 Priority 1
scheme

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Idea

You've come up with an idea, or a proposal, to improve your local area. If it's a 'larger' scheme, what do you do next?



Engagement

Email
councillors@surreycc.gov.uk
to raise this with the Stakeholder Engagement Team. They'll review it with you. **You should decide if you want to choose it as your 'one scheme' for the year.**



Email

Record

If you decide not to promote the scheme, a record will be made of the suggestion and kept centrally by the Stakeholder Engagement Team



Promotion

Promote the scheme for a technical appraisal if the Stakeholder Engagement Team advise that one is needed.



Technical appraisal

The Design Team will undertake a technical appraisal of the scheme and feed back the results. Your Stakeholder Engagement Officer will liaise with them, on your behalf.



Prioritisation

All schemes will be reviewed against an agreed prioritisation process to confirm the countywide programme. Those not prioritised will be notified by the Stakeholder Engagement Team.

Feedback

Your dedicated Stakeholder Engagement Officer will keep you updated at each stage of the process and advise if/when a scheme is prioritised for delivery or not.

Delivery

Countywide prioritised programme of work is delivered in the following year



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PARKING BUDGET



The recent restructure within the Highway Service has not impacted the Parking & Enforcement Team or their processes and therefore no changes have been implemented to what is already a very well established and successful process.

How much is the SCC parking budget?

The parking team budget is currently 200K.

What can the parking budget be spent on?

The parking budget is spent as necessary on whatever new parking controls or restrictions are required which also includes the notices to advertise them in the newspaper) and refreshment of existing ones.

What types of work does the team carry out?

- Double yellow lines
- Parking bays - time limited bays, permit parking bays, loading bays, voucher parking bays, coach parking bays and some combinations, such as permit holders or 2 hour maximum stay
- Disabled bays where TRO is required and advisory ones
- School Keep Clear markings
- Access protection markings (aka H bars)
- Car Park Signage

Can I request a scheme outside of the parking review timetable if I pay for it out of my budget?

Theoretically, requests can be made, however it is not cost effective and would therefore be difficult to justify. We are obligated to publish notices which can cost hundreds of pounds hence why we conduct area-wide reviews to keep the cost down.

Parking Review

suggestions as part of the rolling overall £200k

Countywide programme

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How to request a change to parking controls

Parking Review

suggestions as
part of the
rolling overall
£200k

Countywide
programme

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Idea

You, or your constituent,
want to request a
change to, or add new,
parking controls; what
do you do next?



Check

Take a look at the website to
see how we carry out parking
reviews, check when the next
review is and what requests
have already been submitted
[https://www.surreycc.gov.uk/
roads-and-
transport/parking/reviews](https://www.surreycc.gov.uk/roads-and-transport/parking/reviews)



Submit

Alternatively, please
liaise with the Parking
Team to get the location
and desired works onto
the spreadsheet before
the review deadline for
the district or borough.



Prioritise

After the site visits, the Parking
team will compile a list of the
most necessary and important,
then check this list with you to
agree if any changes need to be
made.

Review

The Parking team will review the
spreadsheet of requests with you.
A Parking Engineer will then carry
out site visits to assess each
request.



Legal Process

The changes are advertised
following a legal notification
process and residents are
able to comment.

The results are discuss with
you before confirming the
final set of works.

Delivery

Changes are published
and then
implemented.

Request

If the request is from a
constituent, please
encourage them to fill out the
online form
[https://www.surreycc.gov.uk/
roads-and-
transport/parking/reviews#s
ubmitrequest](https://www.surreycc.gov.uk/roads-and-transport/parking/reviews#submitrequest)

Guide for budget estimates of highway works

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The budget estimates below are a guide to help you in considering what works or schemes you may wish to proceed with.

In addition to these budget estimates, the whole project estimates will also have to include;

- **fees** involved with the design and implementation of the scheme or the cost of any legal procedures involved
- Any **Traffic Management** costs during construction (if the speed of the road is above 40mph) which can be significant, especially with lane rental costs
- Additional work required due to location of **underground services** such as gas, electric, telecommunications and water supply

Please note that budget estimates could be affected by global market conditions, beyond our control such as pandemics, inflation, and material supply delays due to conflicts around the world.

Currently there is an additional 'hyper inflation' increase to the budget cost pricing because of substantial increases in the cost of some construction materials and fuel.

Members can speak with their Stakeholder Engagement Officer to discuss what the issues are in a particular location. The Stakeholder Engagement Officer will seek technical advice from Highway Engineers to suggest the most appropriate action to address the issue.

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Individual Items

Prices are an estimate

Item	Budget estimate, comments and factors to consider
Bollards	There is a range of bollards from concrete, metal to hardwood. Prices can vary dramatically, and your Traffic Engineer can advise. Material supply cost £30 - £500 per bollard (additional cost to install)
Traffic sign	When attached to an existing pole £50 per 600mm sign (additional cost to install)
Direction or information sign on existing pole	The cost of the sign can be variable and typically £65 for supply of a 1m ² sign. (additional cost to install)
Post for traffic sign	Material supply only: £160 per 76mm dia post (additional cost to install)
Reflective bollard for traffic island - Non illuminated	Material supply only: £380 - per bollard (additional cost to install)
Reflective bollard - Solar Powered	Material supply only: £1,100 - per bollard (additional cost to install)
Standard street lamp and column	£2,600 - per column (additional cost to install)
Advance direction sign (ADS)	For a very small sign, based on a standard size cost approximately £750, however some can be up to £10K (additional cost to install)
Road gully and connection (up to 3 metre connection)	Traffic management costs can be high depending on location. There also needs to be a drainage system for the gully to connect into. £1,500 per gully
Tree planting, including small tree and tree pit	Tree pits can only go in where there is sufficient pavement width £750 - per pit + Additional traffic management costs depending on location.

Individual Items

Prices are an estimate

Item	Budget estimate, comments and factors to consider
<div>Change of speed limit</div> <div></div>	<p>The average mean speed, and the length of the road for the request, must comply with the "Setting Local Speed Limits" Policy: Setting local speed limits policy - Surrey County Council (surreycc.gov.uk).</p> <p>If the requests complies with the Policy, then the required elements including the Traffic Regulation Order and installation of signs cost approximately £5k - £25k depending on number of signs required. Traffic management could significantly increase the cost if the speed limit change is on a major road or Lane Rental road.</p> <p>If the request requires supporting engineering measures, such as traffic calming, to comply with the Policy then likely costs are £150k - £500k</p>
<div>Pavement dropped kerbs at junction or an informal crossing point</div> <div></div>	<p>Typically £1500 in a residential area for a pair of dropped kerbs and tactile paving. Traffic management could significantly increase the cost if the dropped kerbs are on a major road or Lane Rental road.</p>
<div>Pedestrian guardrail</div> <div></div>	<p>Each rail section is 2m in length, standard galvanised. Location could be reviewed before replacing for decluttering. Potential maintenance liability</p> <p>Supply cost of materials only: £200 – per section (Additional cost for painting and to install)</p>

Item	Budget estimate, comments and factors to consider
Gulley tanker and jetter	£1200 per day
Gulley tanker, jetter and CCTV	This includes CCTV analysis £2000 per day
Gulley tanker and jetter with traffic management	£2500 per day

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Gully Tanker and Jetter

Prices are an estimate

Item	Budget estimate, comments and factors to consider
Revenue Maintenance Contractor	<p>Additional costs for traffic management maybe needed in some locations.</p> <p>Additional equipment costs may apply.</p> <p>£800 - £1500 per day</p>
Tree work gang for high level work.	<p>Additional costs for traffic management maybe needed in some locations. Day rate including tools and clearance</p> <p>£750 per day</p>

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Revenue Maintenance Contractor

Prices are an estimate

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Capital Maintenance

Traffic Management costs not included and maybe extra depending on location

[Information on our website about surface dressing and micro asphalt](#)

Carriageway - resurfacing	Budget estimate, comments and factors to consider
Local Structural Repair (planning and inlay)	<p>Minimum area required but Officers will try to batch work.</p> <p>Road surface is mechanically ground out and re-laid with macadam.</p> <p>£40 per m2 (40mm)</p>
Local Structural Repair-overlay	<p>Macadam surface is laid over existing surface and "cut in" at joints.</p> <p>£25 per m2 (40mm)</p>
Micro asphalt	<p>Low cost overdressing</p> <p>1 Year (specialist programme)</p> <p>£8 per m2</p>

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Footway - resurfacing	Budget estimate, comments and factors to consider
Footway: macadam resurface	Removed existing surface and replacing £35 per m2
Footway: lift slabs and replace with macadam	Dispose of existing and replace with macadam £50 per m2
Footway: replace slabs	£70 per m2 (standard PCC slab)
Footway: replace blockwork	£70 per m2 (standard blocks)
Footway slurry	£4 per m2 (1 Year specialist programme)
Anti-skid treatment	£32 per m2 (1 Year specialist programme)

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Capital Maintenance

Traffic Management costs not included and maybe extra depending on location

[Information on our website about surface dressing and micro asphalt](#)






SURREY
COUNTY COUNCIL

ITS Schemes

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All schemes' costs and timescales can be affected by location of statutory undertaker's plant and the need for diversionary works. Many schemes can incorporate a number of different measures.

Additional Traffic Management costs during construction can be significant especially with lane rental costs.

Items	Budget estimate, comments and factors to consider
<p>Traffic Island</p> 	<p>Estimate assumes the road is wide enough and power supply nearby.</p> <p>Often on going maintenance as bollards damaged</p> <p>1 year design and construction from initial instruction</p> <p>Typically £25k - £50k</p>
<p>Kerb build out</p> 	<p>The scheme is likely to require additional works such as street lighting improvements</p> <p>1 year design and construction from initial instruction</p> <p>Typically £25K</p>
<p>Pair of speed cushions</p> 	<p>Scope for 1 year timescale subject to positive outcome from statutory consultation.</p> <p>Dependant on materials and volume of traffic.</p> <p>1 year design and construction from initial instruction</p> <p>Typically £25K</p>

ITS Schemes

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All schemes' costs and timescales can be affected by location of statutory undertaker's plant and the need for diversionary works. Many schemes can incorporate a number of different measures.

Additional Traffic Management costs during construction can be significant especially with lane rental costs.

Items	Budget estimate, comments and factors to consider
Raised table (full width)	Design in year 1 and construction in year 2 from initial instruction Subject to positive outcome from statutory consultation. Dependant on materials / volume of traffic. Typically £30K - £50K
Bus stop kerb works	Can result in extra works due to levels and bus shelter locations. 1 year design and construction from initial instruction Typically £15K
Priority Give Way	1 year design and construction from initial instruction Assumes kerb buildout also required Typically £30K
Vehicle Activated Sign (VAS)	1 year design and construction from initial instruction Suitability of power type (electrical vs solar) a consideration. Limited life to replacement / obsolete in some instances Typically £20K (for one in each direction)
Signals study	1 Year study Study includes surveys and modelling work. £20K - £50K (+) (cost dependent on scope of study)

ITS Schemes

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All schemes' costs and timescales can be affected by location of statutory undertaker's plant and the need for diversionary works. Many schemes can incorporate a number of different measures.

Additional Traffic Management costs during construction can be significant especially with lane rental costs.

Items	Budget estimate, comments and factors to consider
Mini roundabout	<p>1 year design and construction from initial instruction</p> <p>Subject to positive outcome from statutory consultation.</p> <p>Budget estimate dependant on lighting, drainage and deflection requirements (eg new islands, kerb realignment).</p> <p>Typically allow for £60K for budgeting</p>
Junction table	<p>Design in year 1 and construction in year 2</p> <p>Subject to positive outcome from statutory consultation. Dependant on materials / volume of traffic.</p> <p>£40K - £70K</p>
Traffic calming - Rural	<p>Design in year 1 and construction in year 2</p> <p>Budget estimate depends on size of scheme, complexity and desired speed outcome.</p> <p>Measures most likely to include signs, lines and gateways</p> <p>Variable budget estimate dependent on scale of measures: £50K - £150K (+)</p>
Traffic calming - Urban	<p>Design year in 1 and construction in year 2</p> <p>Budget estimate depends on size of scheme, complexity, and desired speed outcome.</p> <p>Measures most likely to be cushions, tables, buildouts.</p> <p>£150K - £500K</p>
Footway widening to achieve cycleway	<p>Design in year 1 and construction in year 2. Needs to comply with LTN1/20 for cycle facilities. Could link with any approved LCWIP programme of works.</p> <p>Depending on spec, lighting and length of scheme.</p> <p>£75K - £200K (+)</p>

ITS Schemes

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All schemes' costs and timescales can be affected by location of statutory undertaker's plant and the need for diversionary works. Many schemes can incorporate a number of different measures.

Additional Traffic Management costs during construction can be significant especially with lane rental costs.

Items	Budget estimate, comments and factors to consider
Cycleway or footway construction on verge	<p>Design/consultation in year 1 and construction in year 2</p> <p>Needs to comply with LTN1/20 for cycle facilities. Could link with any approved LCWIP programme of works.</p> <p>Depending on spec, lighting and length of scheme.</p> <p>Variable and typically: £100K - £300K (+)</p>
Cycleway widening	<p>Design/consultation in year 1 and construction in year 2.</p> <p>Needs to comply with LTN1/20 for cycle facilities. Could link with any approved LCWIP programme of works.</p> <p>Variable and typically: £100K - £300K(+)</p>
Signalised junction - three way	<p>Design/consultation in year 1 and construction in year 2</p> <p>Road widths, footway widths, driveways, drainage, levels, power, lighting can all affect costs. Power and service costs need to also be considered.</p> <p>Variable and typically: £300K - £700K (+)</p>
Public realm improvements	<p>Design/consultation year 1 +2, construction in year 3</p> <p>May require significant consultation and lead in.</p> <p>Specialist materials usually required to be retained for future maintenance.</p> <p>Variable and typically: £1m (+)</p>

Pedestrian Crossings

Cost are budget estimates and do not include design, traffic speed surveys, feasibility, legal procedures or traffic management costs.



Pedestrian refuge - £25K - £50K (1 year design/consultation and build)

The most basic form of helping people to cross the road is a pedestrian refuge, which is usually in the form of an island in the centre of the road.

Factors to consider - Power supply required nearby, assumes road is wide enough. Possible significant lighting and drainage works.



Zebra - £70K - £100K (Design/consultation in year 1, Construction in year 2)

Crossings are marked by black and white painted stripes across the road and flashing amber beacons.

Factors to consider - Most zebra crossings require other works such as kerb realignment, surfacing, street lighting.

Traffic speeds need to be assessed and be low, typically less than 35mph, for a zebra crossing to be technically feasible.

Pedestrian Crossings

Cost are budget estimates and do not include design, traffic speed surveys, feasibility, legal procedures or traffic management costs.



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Puffin/Toucan pedestrian/cycle crossing - £150K - £300K (Design/consultation in year 1, Construction in year 2)

Push button crossing for pedestrians and cyclists
Factors to consider - Road widths, footway widths, driveways, drainage, levels, power, lighting can all affect costs.



Signalised Equestrian Crossing (Pegasus) - £200K - £400K (Design/consultation in year 1, Construction in year 2)

Crossings are similar to Toucan crossings but have a red/green horse symbol and higher mounted push buttons to allow horse riders to cross. There is additional equipment to signal traffic to stop ahead of a horse rider reaching the crossing point.

Factors to consider - Road widths, footway widths, driveways, drainage, levels, power, lighting and suitability of approach paths can add significantly to costs.



'Staggered' Pelican, Puffin and Toucan on a dual carriage way- £400K (+)
(Design/consultation in year 1, Construction in year 2)

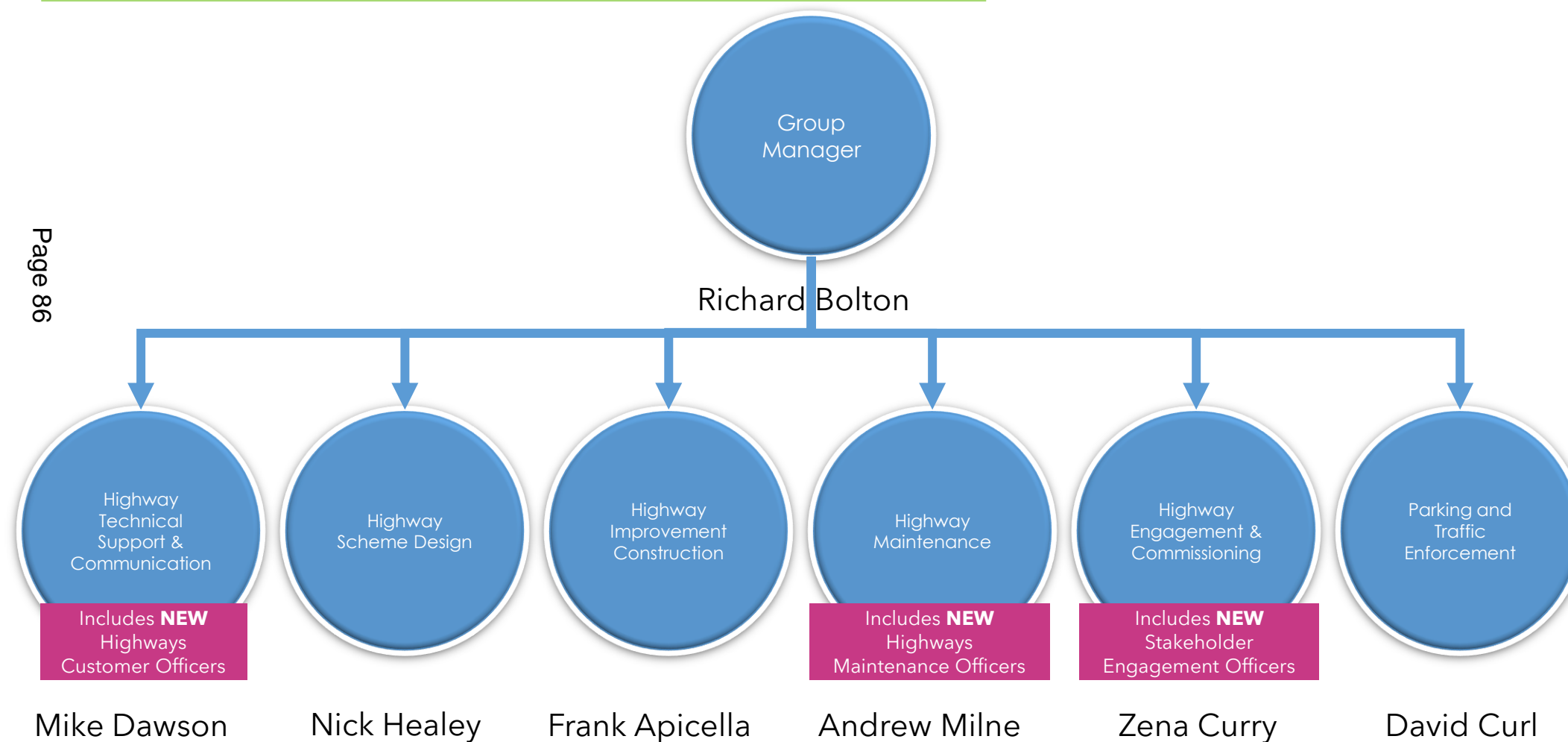
Crossing across a dual carriage way.

Factors to consider - Road widths, footway widths, driveways, drainage, levels, power, lighting can all affect costs.

Appendix: Extra information

HIGHWAYS OPERATIONS & INFRASTRUCTURE

The Highways Operations and Infrastructure Team's structure is designed to improve the service it offers to its communities, residents and members.



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HIGHWAY ENGAGEMENT & COMMISSIONING

Our NEW Highway Engagement & Commissioning Team is your **FIRST POINT OF CONTACT** when dealing with the Highway Operation and Infrastructure Team. They will manage stakeholder engagement and act as Client Manager to support you with your budgets and priorities.

Stakeholder Manager
(Job Share)

**Michelle
Collins**



**Sarah
Woodworth**



Stakeholder Officers

- **Patrick Giles** (Guildford\, Waverley)
- **Jake Ryan** (Mole Valley, Reigate & Banstead, Tandridge)
- **Jai Williams- Isaacs** (Epsom & Ewell, Elmbridge, Spelthorne)
- **Tina Roche** (Runnymede, Surrey Heath, Woking)
- **Jeff Wilson-Edwards** - Active Travel Behavioural Change Officer

Highway Engagement &
Commissioning
Manager

Zena Curry



Principal Traffic &
Commissioning Manager

**Anne-Marie
Hannam**



Policy &
Compliance
Manager

**Philippa
Gates**



Group
Finance
Officer

**Jemma
Campbell**



Policy &
Compliance
Officer
Vacancy

Traffic Engineers

- **Woking, Surrey Heath, Runnymede**
Jason Gosden - Senior Traffic Engineer
Kevin Patching - Traffic Engineer
- **Guildford, Waverley**
Adrian Selby - Senior Traffic Engineer
Bahram Assadi - Traffic Engineer
- **Epsom & Ewell, Elmbridge, Spelthorne**
Peter Shimadry - Senior Traffic Engineer
Donna Selby - Traffic Engineer
- **Mole Valley, Reigate & Banstead, Tandridge**
Vacancy - Senior Traffic Engineer
Vacancy - Traffic Engineer

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CIL & S106 DEVELOPER CONTRIBUTIONS FOR SCHEMES

What is the process for requesting CIL contributions for a particular scheme?

There are two forms of CIL funding, strategic and neighbourhood funding, both of which are administered by the Borough or District Councils for their locality.

SCC are able to bid for strategic or neighbourhood CIL funding from the Borough or District Council in order to progress a prioritised ITS scheme, if the scheme meets the criteria set by the Borough or District. Each Borough or District has their own process to prioritise and allocate the CIL funding that they administer and often have different criteria to assist that process.

A new strategic and corporate SCC approach with a single point of submission for SCC CIL bids has been set up. The new bid process approved by the SCC Empowered and Thriving Communities Board includes ETI's Placemaking Group Manager (Deborah Fox-Champkins) being the conduit for all SCC CIL bids. The conduit is intended to streamline the bidding process and prioritise bids in order to increase the amount of CIL monies secured.

Parish and Town Councils can be allocated up to 25% of the neighbourhood CIL funding. Where there is no Parish or Town Council the Borough or District Council can allocate neighbourhood CIL funding after consulting the community.

Parish and Town Councils may choose to allocate their neighbourhood CIL to small ITS schemes in collaboration with you as the County Councillor. In some Boroughs and Districts neighbourhood funding can only be sought by their local members or with the support of their local members.

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What is S106 funding?

Section 106 (of the Town and Country Planning Act 1990) funding can be available where a developer has entered into a legal agreement with a District or Borough Council as part of the granting of planning permission.

These agreements can be used to support the provision of services and/or infrastructure, such as highways ITS schemes. Officers in Transportation Development Planning (TDP) liaise with District or Borough Council Officers and the developer, to determine the details of any S106 agreement as part of the planning process. Any scheme to which Section 106 funding is directed, must be directly related to the development that generates the funding.

You will be sent a weekly list of planning applications from TDP which will advise you on the developments being considered in your area.

Please discuss this whole process with **Deborah Fox-Champkins** (ETI's Placemaking Group Manager) as she's in the process of agreeing a new process of prioritisation of CIL funded bids from SCC to the Boroughs and Districts