

**Growth and Prosperity Overview and Scrutiny Panel
Task and Finish Group
Scrutiny Review – Report
December 2010**



Review of Highways Maintenance

Plymouth City Council

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Introduction

- 1.1 The Overview and Scrutiny Management Board approved in principle, on 30 June 2010, the establishment of a Task and Finish Group to review highway maintenance in Plymouth with membership to be drawn from the Growth and Prosperity Overview and Scrutiny Panel. The Panel decided to review this area of work as they were aware of a high level of public interest due to the damage caused by the cold weather during recent winters and the general state of the highway network.

2 Executive Summary

- 2.1 The Growth and Prosperity Panel established a Task and Finish Group to review how the highway network was maintained in Plymouth and whether performance and value for money could be improved.
- 2.2 The Panel structured their meetings and agendas to ensure that they acquired sufficient detailed knowledge on all aspects of the maintenance methodologies, resources available and comparators with other unitary authorities. The first meeting took the format of a site visit where Transport & Highways officers gave demonstrations on inspections and temporary and permanent repairs. At the following two meetings councillors received additional evidence as provided in the attached appendices.
- 2.3 The meetings were well attended by both councillors and officers.

3 The Panel

- 3.1 The Task and Finish group's cross party membership comprised of the following councillors -
 - Councillor Nicholson (Chair)
 - Councillor Ken Foster
 - Councillor Berrow
 - Councillor Nelder
 - Councillor Wright

For the purposes of the review, the Task and Finish Group was supported by –

- Gill Peele, Business Manager for Development and Regeneration
- Ian Ellis, Assistant Network Manager
- Duncan Malloch, Network Manager
- Tom White, Head of Network Management Unit
- Mike Hocking, Corporate Risk Manager
- Lynne Skelton, Senior Liability Claims Officer
- Clive Perkin, Assistant Director for Transport
- Helen Rickman, Democratic Support Officer

4 Scrutiny Approach

4.1 The Task and Finish Group convened on three separate occasions to consider evidence and undertake a site visit -

- 8 November 2010 (site visit)
- 17 November 2010
- 7 December 2010

4.2 Members of the Task and Finish Group aimed to examine and make recommendations about the maintenance of the highway network in Plymouth and whether performance and value for money could be improved

The Work Programme Request (PID) is attached as Appendix 1.

4.3 At its meetings on 8 November 2010, 17 November 2010 and 7 December 2010, the Task and Finish Group considered evidence from witnesses, raised questions and considered answers and recommendations relating to the procedure for highways maintenance.

4.4 Key issues and findings from the 17 November 2010 meeting included that –

- (a) Amey worked in partnership with Plymouth City Council as an integrated team (Plymouth Transport & Highways); the partnership managed and maintained assets and services including 900 kilometres of roads, 1,530 kilometres of footways, 26,000 streetlights, 34,500 gullies and winter maintenance;
- (b) Plymouth City Council and Amey jointly planned and managed the delivery of services through an Annual Plan, Operations Board and Strategic Partnering Board;
- (c) a Capitalised Maintenance Team reviewed the maintenance budget to ensure that money was available for prioritised work;
- (d) a monthly report regarding the budget and current maintenance works was ratified and agreed by the Operations Board; this was then submitted to the Strategic Board which consisted of Amey and Plymouth City Council employees. The Cabinet Member for Transport was updated on a weekly basis as to the budget and maintenance works;
- (e) the current contract with Amey was for a seven year period. However, this could be extended by a further three years; the contract was subject to annual review;

- (f) there was an overspend in the last year's maintenance budget for 2009/2010 which had been taken from the 2010/2011 budget;
- (g) the allocation of money for different maintenance budgets could be adapted in order to provide money where required; this was jointly determined by Plymouth City Council and Amey;
- (h) the current street lighting contract was due to be renewed in 2013;
- (i) it was agreed with the City Centre Company where resources would be directed towards street furniture maintenance in the city centre;
- (j) there was a provision in the budget for insurance claims;
- (k) routine safety inspections were conducted by Plymouth Transport and Highways to identify defects; four routine maintenance gangs were available to perform repairs;
- (l) severe weather conditions had deteriorated the condition of the road network; this was also worsened by a reduction in maintenance spending in 2009/2010;
- (m) inspections in shopping areas were carried out on a monthly basis, main road inspections were carried out on a three monthly basis and districts were inspected on a 6-9 monthly basis;
- (n) Plymouth Transport and Highways had a 'priority list' for maintenance work – this was a live document which was continually added to as a result of inspections, the condition survey, Councillor feedback and complaints from members of the public;
- (o) work to be completed in the next five years would be detailed in the Local Transport Plan 3;
- (p) within the Transport Department, Clive Perkin – Assistant Director for Transport, would make a decision on spending allocation;
- (q) the Transport Asset Management Plan was currently being developed and would highlight maintenance works, costs and future projects for the next 15 years;
- (r) vehicles known as Quick Change Bodies (QCB) were able to adapt to different types of work such as gully cleaning and being used as a tipper lorry;
- (s) maintenance works carried out were audited by the British Standard Institute for Quality and Network Management;
- (t) auditors would check the operation on the network; this was an opportunity for improved working practice;

- (u) a new tracking system was installed on maintenance vehicles – this was a good audit tool as records were stored for 2 months and then archived;
- (v) advice was currently sought from the Insurance team as to the number of maintenance inspections required.

4.5 Key issues and findings from the 7 December 2010 meeting included that –

- (a) the Plymouth Transport and Highways Capital Programme totalled £3,740,544 (excluding the East End Major Transport Scheme);
- (b) Capitalised Maintenance was split into five categories; structures maintenance, surface water management (drainage), street lighting, highways maintenance and essential engineering;
- (c) the Local Transport Plan Capital Programme 2010/2011 (attached as appendix 3) specified the breakdown of expenditure on different projects across the city;
- (d) there were currently more reported defects on the carriageways than the footways;
- (e) the council's intervention levels for assessing and filling potholes were currently 20mm depth for footways and 40mm depth for carriageways; this was based on the code of good practice;
- (f) legal advice provided to officers highlighted that the Council would be at a greater financial risk if highway maintenance intervention levels were changed;
- (g) the nature of the surface of the footway, including the age, material and usage was important when assessing the highway and affected the number of faults and frequency of inspection;
- (h) it was expected that the highway maintenance inspection regime could be adapted if officer inspections were co-ordinated alongside reports received from members of the public identifying faults;
- (i) it was expected that a pilot area for highway maintenance would be implemented in the new year;
- (j) the LACRM system was used to log faults linked to highway maintenance;
- (k) the number of insurance claims related to highway maintenance peaked in 2001 however this was explained as being due to proactive claims management companies encouraging members of the public to claim against their local authority;
- (l) injuries had to be reported to the local authority within three years of the incident in order for the claim to be processed;

- (m) Plymouth City Council would not settle an insurance claim if they were not at fault just because it was easier or cheaper to do so;
- (n) the deflectograph survey highlighted that 7% of Plymouth's road network had residual life whereas 12% has been identified as having zero principle life;

5 Witnesses

5.1 The Task and Finish Group heard representations from –

- Ian Ellis, Assistant Network Manager
- Duncan Malloch, Network Manager
- Tom White, Head of Network Management Unit
- Mike Hocking, Corporate Risk Manager
- Lynne Skelton, Senior Liability Claims Officer
- Clive Perkin, Assistant Director for Transport

The Task and Finish Group asked for a benchmarking exercise to be undertaken, namely 'Intervention/Service Level Benchmarking'; this is attached as appendix 7.

6 Key Issues Arising from the Evidence

6.1 From the results of the evidence provided to the Panel the following key themes emerged –

6.1.1 The highways maintenance programme was currently more reactive than proactive;

6.1.2 The highways maintenance budget was very restrictive;

6.1.3 Insurance claims were a strain on the Council's reserve budget

7 Findings

7.1 Based on the evidence the Panel had collected, it was believed the highways maintenance regime would be improved if –

- the maintenance regime was amended
- insurance claims were reduced

The current long-term maintenance programme for carriageways and footways across the city was not sustainable. Within the current financial allocation, it was noted that good work was being undertaken within a very tight financial envelope, but it was also clear that service levels could be reviewed, and better value for money obtained. Additional funding from the Department for Transport was secured during the current financial year which had resulted in some improvement

on the network, and action had been taken to divert more resource from within Transport & Highway budgets. However, the reality was that this was still insufficient to maintain the assets at the expected level. At the same time, insurance claims were putting increasing pressure on Plymouth City Council reserves, currently £700k per annum.

The Panel reviewed the current maintenance arrangements agreed within the Transport & Highways Partnership, including work practices, inspection processes, intervention levels, service levels and differences between potholes, patching and capital schemes both temporary and permanent.

There must be a package of measures that address different ways of working and the assessment of priority areas across the city, and hence will achieve greater value for money for the residents. However the Panel strongly recommends the allocation of a capital sum in addition to this to be able to deliver proactive rather than reactive maintenance and to secure the health & wellbeing of Plymouth residents.

8 Recommendations

8.1 In order to achieve the required outcomes, listed as 'benefits' in the Project Initiation Document, i.e. –

“The Task and Finish Group review would benefit the Council and Plymouth residents by reviewing value for money”

The Panel made the following recommendations, which they hope will be approved and implemented in time for the start of the next financial year;

1. That the Transport & Highways Partnership review service levels in relation to Highways Maintenance to improve value for money. This should take into account the character and type of highway/footway, intervention levels and repair times and types. The maintenance regime should also be reviewed alongside this to consider the introduction of a targeted safety inspection programme which should also allow a more flexible approach for the determination of temporary/ permanent, potholes, patching, together with the materials used

2. That Highways Maintenance is assured of a greater emphasis within the Transport & Highways capital programme alongside new works, but not at the expense of other areas of prioritised work.

3. That an Invest to Save bid is submitted by officers to successfully secure additional capital funding. This is expected to focus on footway repairs as these are currently the cause of the greater percentage of insurance claims and payouts and are therefore likely to demonstrate a quicker improvement.

4. That despite the current difficult economic climate and the budget position of the authority, the council should consider giving a higher priority to highway maintenance needs over and above other priorities included in the councils Capital Programme. The condition of Plymouth's carriageways and footways will otherwise continue to deteriorate at a rate

faster than can be repaired. The result of which will be increased financial pressure in the future.

5. That the Council's Insurance Reserve be reviewed to identify whether an element could be diverted to planned preventative term maintenance instead.

Request for Scrutiny Work Programme Item

1	Title of Work Programme Item	Review of Highways Maintenance
2	Responsible Director (s)	Anthony Payne : Director for Development & Regeneration
3	Responsible Officer Tel No.	Tom White : Head of Network Management, Transport & Highways 01752 304256
4	Relevant Cabinet Member(s)	Cabinet Member for Transport
5	Aim	The scrutiny will review how we maintain our highway network in Plymouth and whether we can improve the performance
6	Objectives	Scrutiny members will gain a better understanding of; <ul style="list-style-type: none"> • The highway network • Resources • The partnership arrangement with Amey • Methodology for temporary and permanent repair • Comparison with other unitary authorities • Industry standards
7	Benefits	The review will benefit the Council and Plymouth residents by reviewing value for money
8	Beneficiaries	Plymouth residents
9	Criteria for Choosing Topics	A high level of public interest , due to the damage caused by the cold weather during the winter months, and the general state of the road network
10	Scope	Overview of contract provision for highway maintenance, resources, performance analysis Site visit to view temporary and permanent repairs Obtaining and understanding local and national comparators and Industry standard Consideration of value for money
11	Exclusions	The scrutiny will exclude any activity that does not fall within the criteria of highway maintenance

12	Programme Dates	First meeting to receive a presentation from PCC Officers and Amey Partnership, second meeting a site visit(s), third meeting to explore findings and make recommendations for any improvements to value for money		
	Timescales and Interdependences	Milestones	Target Date for Achievement	Responsible Officer
		Agree possible recommendations arising from scrutiny within 2 months of first meeting	Growth & Prosperity OSP 8th Nov 2010	Clive Perkin Tom White
13	Links to other projects or initiatives / plans	CIP 11 /CIP 12		
14	Relevant Overview and Scrutiny Panel / Membership if Task and Finish Group	Growth & Prosperity		
15	Lead Officer for Panel	Gill Peele		
16	Reporting arrangements	To Overview and Scrutiny Management Board		
13	Resources	PCC staff resources Amey staff resources		
14	Budget implications	Resources within existing budgets		
15	Risk analysis	n/a		
16	Project Plan / Actions	Project plan to be prepared by Task and Finish Panel		

Appendix 2

Growth & Prosperity Overview and Scrutiny Panel



Carriageway and Footway Maintenance; Task & Finish

Author; Tom White, Network Manager

1. The Highway Network

1.1 Amey works in partnership with Plymouth City Council as an integrated team known as “Plymouth Transport & Highways” (PT&H). The partnership manages and maintains assets and services including:

- 900 kilometres of roads,
- 366 structures,
- 1,530 kilometres of footways,
- 26,000 streetlights,
- 34,500 Gullies,
- Emergency response,
- Winter maintenance.

1.2 To effectively maintain the highway assets, a programme of routine safety inspections is carried out by PT&H inspectors to identify defects, and 4 routine maintenance gangs carry out repairs.

1.3 There have been increased levels of deterioration on the network due to the effects of recent and specifically last year’s winter conditions and low investment in the asset. Actions have been taken this year to ensure safety measures are met within budget constraints, and consequently first time and permanent repairs are not carried out on all defects.

2. Carriageway/ Footway Maintenance

2.1 The maintenance of the carriageway and footway is based on defects raised by inspections and customer enquiries. The frequency of Carriageway Highway Safety Inspections is outlined below;

- Shopping Area- Monthly
- Main Road – 3 Monthly
- Districts – 6 or 9 Monthly

2.2 These inspections define defects in two categories in accordance with ‘The Well Maintained Highways – Code of Practice for Highways Maintenance Management’:

- Category 1: those that require prompt attention because they represent an immediate or imminent hazard or because there is a risk of short-term structural deterioration.
- Category 2: all other defects

- 2.3 Category 1 response timings shall be either “Immediate or within a 24 hour period”. At some locations it is dangerous to fix the defective area with an immediate permanent repair. In these cases it is acceptable to sign, guard or use temporary techniques as deemed appropriate by the Inspector/Technicians.
- 2.4 Permanent Repairs that are unable to be undertaken within a month are temporarily made safe, recorded and programmed subject to available budgets.

3. Carriageway Intervention Levels

Defect	Intervention Level (part list)
Potholes	Depth greater than 40mm and maximum width greater than 300mm.
Sunken Covers/Ironwork	Depth greater than 40mm below surrounding surface or frame and maximum width greater than 300mm.
Missing Ironwork	All missing ironwork
Exposed Electrics	Exposed electrics on highway apparatus.

- 3.1 Levels of carriageway defects are continually rising. Figure 1 illustrates the deterioration of the carriageway using the number of defects identified over a four year period. This is a measure of both customer notified defects and those identified during cyclic inspections. The inspection frequency changed from annually to 6 monthly in February 2009.

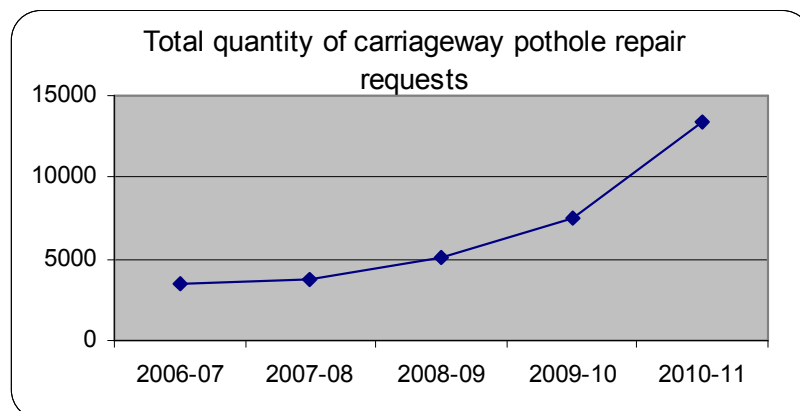


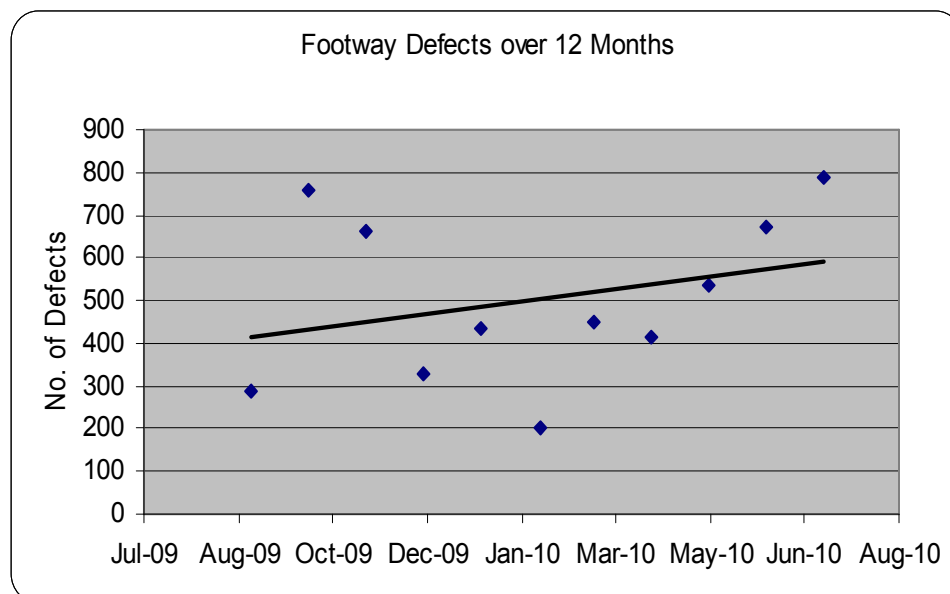
Figure 1: Carriageway repair requests

- 3.2 Due to the number of 24 hour repairs required, PT&H are unable to complete all 28 days repairs. It also reduces the ability to carry out ‘first time’ permanent repairs, with low numbers being achieved. Current service levels within the transport and Highways Partnership contract are subsequently under review.

4. Footway and Cycleway Intervention Levels

Defect	Intervention Level
Potholes	Resulting in a trip greater than 20mm in depth
Rocking flags/Paviors/Ironwork	Resulting in a trip greater than 20mm in depth
Cracks/Gaps	Crack or gap with both depth and width being greater than 20mm (N.B. If only the depth or the width is greater than 20mm then this does not constitute a safety defect.
Rapid Change in Profile	A change in profile giving a depth greater than 25mm in a length of less than 600mm.

- 4.1 Levels of footway defects have risen over the last 12 months but to a lesser degree than carriageway defects. However, red claims for both assets are at the same level.



5. Transport Asset Management Plan

- 5.1 PT&H produced a Transport Asset Management Plan (TAMP) in 2009 to provide an overview of the scale of the asset and some broad inference of the adequacy of current funding levels, whilst maintaining realism about the competing demands that an authority has to deal with.
- 5.2 The TAMP demonstrates considerable gaps and shows that we will be unable to achieve current service levels and maintenance specifications within recent and current funding levels.

Appendix 3

Growth And Prosperity Overview and Scrutiny Panel (Reviews)

Highway Maintenance

1. Partnership Arrangements

Plymouth City Council and Amey jointly plan and manage the delivery of services through:

- Annual Plan
- Operations Board
- Strategic Partnering Board

2. Highways Revenue Budget 2010/11

Budget (inc Income)	£7,957,448
PCC Costs	£1,478,355
Siemens	£120,000
SEC	£1,073,151
Energy	£1,427,031
Parks	£546,071
Other Agreements	£87,654
Amey (Lump Sum)	£1,521,874
Amey (Maintenance)	£1,703,312

3. Annual Plan Breakdown 2010/11

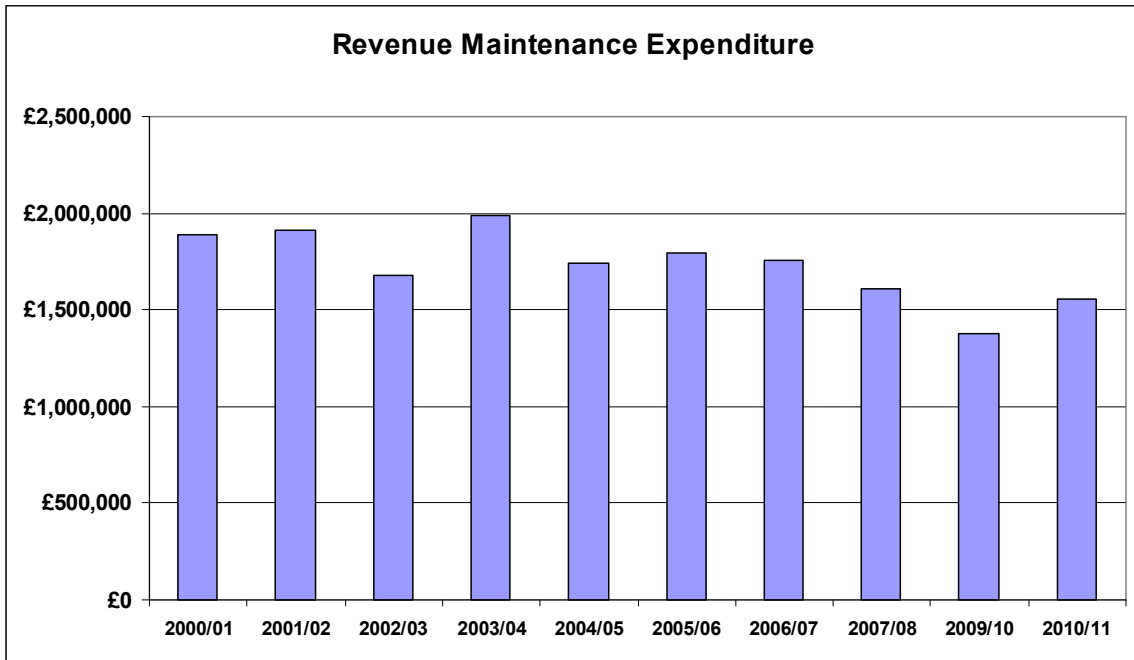
Maintenance Activity	2009/10 Allocation	2010/11 Allocation
Safety Inspections	£ 108,000	£ 130,000
Carriageways – temporary repairs	£ 324,000	£ 325,000
Carriageways - permanent repairs	£ -	£ 145,000
Footways	£ 294,000	£ 325,000
Cycle Routes	£ 9,000	£ 5,000
Fences and Barriers	£ 30,000	£ 50,000
Road Markings and Studs	£ 187,000	£ 100,000
Road Signs and Bollards	£ 5,000	£ 20,000
Highway structures-principal inspections	£ 35,000	£ 30,000
Highway structures-general inspections	£ 25,000	£ 25,000
Embankments and cuttings	£ 1,000	£ -
Street lighting	£ 10,000	£ -
Illuminated rd signs & bollards	£ 15,000	£ 10,000

Traffic sigs & Pedestrian Crossings	£ 75,000	£ 70,000
ITS systems	£ 20,000	£ 20,000
Gullies (including cleaning)	£ 220,000	£ 220,000
Culvert screens	£ 70,000	£ 37,000
Piped drainage	£ 30,000	£ 45,000
Surface water pumping station	£ 5,000	£ 5,000
Structures	£ 45,000	£ 35,000
Street Furniture	£ -	£ 20,000
Disabled Parking Bays	£ -	£ 10,000
Total	£ 1,508,000	£ 1,627,000

4. Capital Breakdown 2010/11

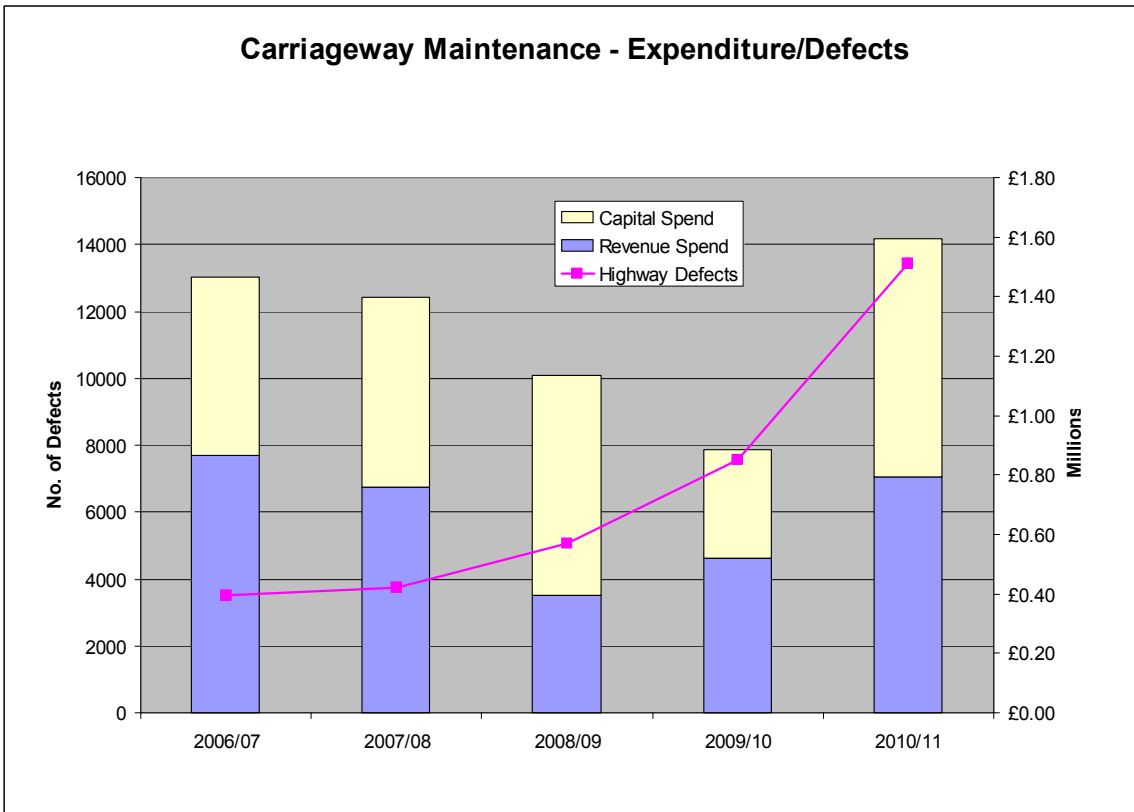
Scheme	Total Funding
Skew Bridge	£100,000
Highway Drainage Improvements and SWAMP	£114,000
Identified Structural Maintenance	£250,000
Street Lighting	£250,000
Highway maintenance and essential engineering	£1,247,750
Patching Phase 1	£275,155
Patching Phase 2	£237,094
Embankment Road barrier upgrade	£50,000
Removal of Level Crossing at Shapters Road	£50,000
Patching Phase 3	£308,000
Patching Phase 4	£327,501
Wolesely Road Retaining Wall	£62,250
CAPITALISED MAINTENANCE	£2,024,000

5. Historical Information (1)



(NB. Data includes carriageways, footways, signs, markings, drainage, culverts)

6. Historical Information (2)



7. Resources

The partnership deploys:

- Labour - 34 operatives
- Vehicles - 17 vehicles

Supply chain partners support our maintenance activities as required.

8. Quality Procedures

- Integrated Management System (IMS)
- BSI Accreditation
- Procedures & Method Statements
- Training
- Audits
- PCC Audits and checks
- Open-book Accounting

Appendix 4



Department for
Transport

SECTION 31 GRANT – EMERGENCY FUND WINTER DAMAGE 2010/11

The winter of 2009/10 was one of the coldest and wettest for around 30 years. As a consequence, roads across the United Kingdom suffered considerable damage.

In March, the Chancellor of the Exchequer announced that as part of the Budget £100m was being made available to assist local authorities in repairing damage to their roads they consider was caused by the severe winter weather.

Plymouth City Council received funding totalling £179,600, administered by the Department for Transport, as a revenue grant under Section 31 of the Local Government Act 2003. This funding was used by the authority to supplement a programme of revenue funded carriageway patching repairs which began in April this year. The works were planned, managed and delivered by Plymouth Transport and Highways, a partnership arrangement between Plymouth City Council and Amey LG Limited for the design, maintenance and operation of the City's highway network.

A strategy was agreed to carry out two tranches of work with a total cost of £380,556.11 of which Plymouth City Council contributed £200,956.11.

The first tranche concentrated largely on first time permanent repairs of defects picked up by routine safety inspections and customer reports. The second tranche dealt with permanent repairs of defects temporarily made safe or worsened throughout the winter period. The tranches of work were undertaken throughout April to June and July to October respectively.

For the second tranche, it was agreed that funding should be spread as evenly as was practicable across the City's 20 wards, concentrating on the worst cases and maximising the number of repairs made. Sites where repairs were required most urgently were identified by reviewing the daily inspections sheets completed by the Street Inspectors.

Once identified each site was visited to measure and mark out the extent of the proposed repair. Before and after photographs were also taken to provide future evidence. The works were then programmed and notified to the department's Street Works team to ensure that they were properly coordinated with other works on the City's highway network.

Consultation was also undertaken with the local bus companies to ensure any disruption to their routes and bus stops was kept to a minimum. It was necessary on occasion for some bus stops to be temporarily suspended with alternative stops erected nearby for the convenience of their patrons.

A team of operatives using specialist equipment were dispatched to each site to plane out the affected area down to sound material, tack coat the surface and relay with hot rolled 10mm Dense Bitumen Macadam. Traffic management was utilised to ensure both the operatives and members of the public were kept safe for the duration of the working window to avoid congestion.

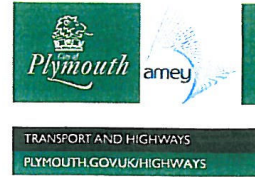
Road markings, such as cycle lanes, centre lines or give way lines that were removed during the planning of the highway were renewed as soon as was possible following the repairs.

Whilst Plymouth Transport and Highways staff undertook the majority of works it was not without the assistance of local subcontractors who supplied both men and plant in order that the work was completed on time and within budget.

The cooperation of local residents was vital to the successful completion of the work and letter drops were arranged, where necessary, requesting vehicles were moved to facilitate the works. These requests were complied with almost unquestioningly with the vast majority of residents happy that the work was being done.

In summary, this grant enabled the delivery of works across 20 wards with a total of 2229 potholes along with other surface damage being permanently repaired.





HIGHWAY SAFETY DEFECT INTERVENTION LEVELS

Defect	Intervention Level
<u>Footways & Cycleways</u>	
Trip	Trip greater than 20mm in depth
Pothole	Resulting in a trip greater than 20mm in depth
Rocking flags/Paviors/Ironwork	Resulting in a trip greater than 20mm in depth
Cracks/Gaps	Crack or gap with both depth and width being greater than 20mm (N.B. If only the depth or the width is greater than 20mm then this does not constitute a safety defect.
Rapid Change in Profile	A change in profile giving a depth greater than 25mm in a length of less than 600mm.
<u>Carriageways</u>	
Potholes	Depth greater than 40mm and maximum width greater than 300mm.
Sunken Covers/Ironwork	Depth greater than 40mm below surrounding surface or frame and maximum width greater than 300mm.
Missing Ironwork	All missing ironwork
Exposed Electrics	Exposed electrics on highway apparatus.
Missing/Damaged Hazard Signs	All missing/damaged/faded regulatory signs.
Road Markings	All missing white lines.
Traffic Signals	Any defective/inoperative/tampered with traffic signal.

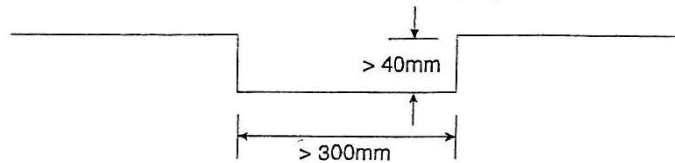
Figure 4

Some Guidance on Audit Commission Performance Indicators

How Quickly are Dangerous Pot Holes Repaired?

Highway Authorities Definition of Damage to Highways

Damage is defined as a defect in the highway which impairs the value or usefulness of the carriageway and provides a safety hazard for road users. A sharp edged depression (pot hole) of 40mm or greater in depth and extending in any one direction greater than 300mm may constitute a safety hazard and should be repaired in accordance with individual highway authority response times.

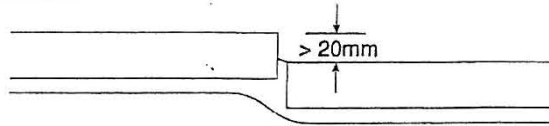


Highway Authorities Definition of Damage to Pavements

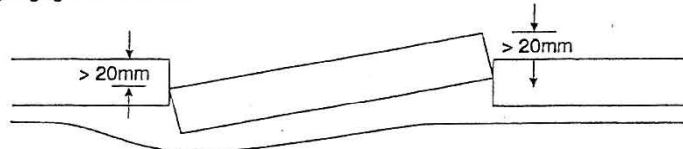
Damage is defined as a defect in the footway which impairs the value or usefulness of the footway and provides a safety hazard for pedestrians, a useful guide is as follows:

- Trips more than 20mm.
- Rocking flags greater than 20mm.
- Rapid change of footway profile greater than 25mm and extending in plan dimension less than 600mm and should be repaired in accordance with individual highway authority response times.

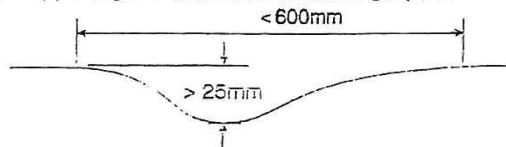
Trips greater than 20mm.



Rocking flags greater than 20mm.



Rapid change of footway profile greater than 25mm and extending in plan direction less than 600mm



Ref. Audit Commission - The Publication of Information (Standards of Performance) Directive 1994

Intervention/Service Level Benchmarking APPENDIX 6

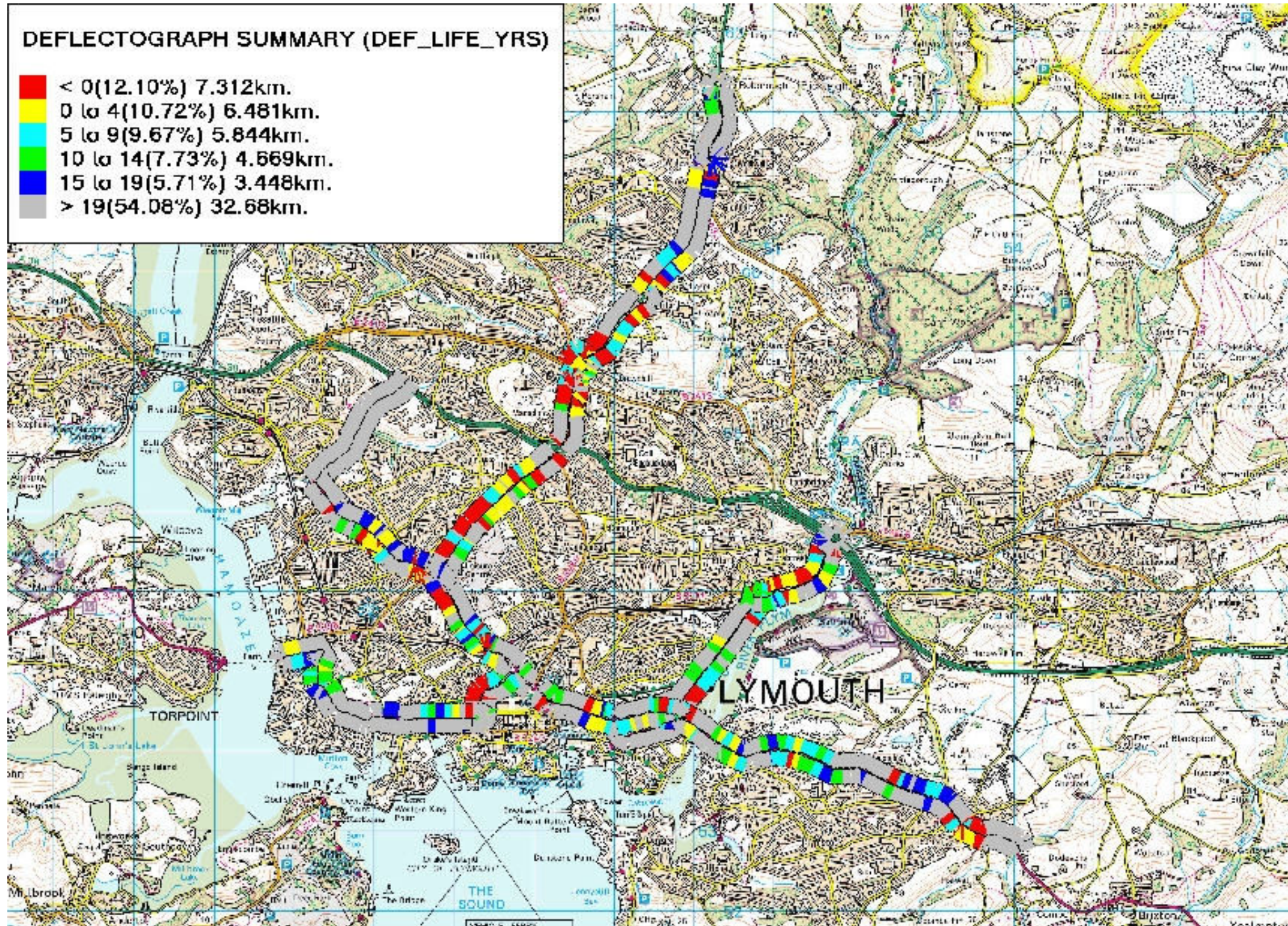
Authority	Pop.	Total Road Length	Footway Intervention Level	Carriageway Intervention Level	F/way Budget £000	C/way Budget £000	Service Levels
Plymouth City Council	256,700	858km	20mm	40mm	£325	£470	Cat 1 Make safe or repair within 24 hours permanent repair within 28 days Cat 2 All defects not deemed Category 1
Blackpool Borough Council	142,900	442km	25mm	40mm	£888 (all cats)	£130 (Cat1)	Cat 1 Make safe 24 hrs Cat 2 1 week Cat 3 5 weeks
Bournemouth Borough Council	164,900	500km (approx.)	20mm*	40mm	No info	No info	Cat 1 Make safe and/or repair within 24 hours Cat 2 All other defects
Darlington Borough Council	100,500	534km	20mm***	40mm	No info	No info	24 hrs 5 working days 20 working days
Derby City Council	233,700	722km	25mm*** (15m in City)	40mm	No info	No info	Cat 1 Made safe within 1 hour (after which becomes Cat 2) Cat 2 2 weeks/210 weeks/10 weeks
Luton Borough	240,000	450km (approx.)	20mm	50mm	No info	No info	Safety defects Make safe and/or repair within 24 hours Priority 1 2 hrs Priority 2 24 hrs Priority 3 - 7 days Priority 4 28 days
Reading Borough Council	202,000	No info	20mm	50mm	£717 (single pot)		Cat 1(X) - Correct/repair or make safe within three hours. A permanent repair should be carried out within 28 calendar days
							Cat1 - Correct/repair or make safe within 24 hours. If it is not possible to correct/repair within 24 hours, a permanent repair should be carried out within 28 calendar days
							Cat 2 (H) - Correct/repair or make safe within 7 calendar days. A permanent repair should be carried out within 28 calendar days
							Cat 2 (H) - Correct/repair or make safe within 7 calendar days. A permanent repair should be carried out within 28 calendar days
							Cat 2(M) A permanent repair should be carried out within 28 calendar days
							Cat 2 (L) Normally reviewed during next inspection
Southampton City Council	234,600	575km	40mm	75mm	1600****		Cat 1 Make safe or repair within 24 hours permanent repair within 28 days Cat 2 - All defects not deemed Category 1
			20mm40mm	40mm75mm			Cat 2 - To be undertaken within a planned programme of works agreed with the Service Manager that minimises the risk to users of the Area Network and its serviceability but not longer than 6 months.
Southend	160,000	441km	20mm	40mm	669,200		Cat 1 made safe within 24 hrs and if further works are required then that is within 28 days. Cat 2 within 28 days if at all. Depends on the risk assessment.
Stockton On Tees Borough Council	189,000	No info	20mm**	40mm**	£600 (single pot)		CoGP 2005
Swindon Borough Council	192,900	815km	No info	No info	No info	No info	Potholes Make safe and/or repair within 24 hours
Torbay Borough Council	134,000	523km	20mm	40mm	£330	£570	Emergency, On any street where action can not be delayed – 1 hour response Urgent – by the end of the following working day. On 1 or 3 monthly inspections, where the defect exceeds the intervention level. On 6 monthly inspections, where the defect is approximately double the intervention level. Cat 1 on six monthly inspections – where the intervention level is breached, repairs completed within 28 days. Not applicable to 1 or 3 monthly inspections as these will have been either urgent or emergency.. Cat 2 on 1 or 3 month inspections, where the intervention level is not breached but in the estimation of the inspector, will be before the next cyclic inspection. Repair time 28 days.

*Potholes and loose and rocking slabs **'Rule of thumb' although each defect is risk assessed. ***Includes carriageway crossing points **** Includes all maintenance and inspections activities

Appendix 7 - Local Transport Plan Capital Programme 2010/2011

Programme Item	LTP Block	LTP Capital 2010/2011 (£)	invoiced	Comments
Capitalised Maintenance				
Skew Bridge, Plymouth Road, Plympton	CM	70,000	0	Now looking at 70k quotes received on NFF for fencing. Tiral holes ongoing.
East End Limestone wall repair		30,000		agreed last meeting, but estimate needed
Highway Drainage improvement and Surface Water Action Management Plan	CM	114,000	0	Limited work undertaken in recent years on drainage and flooding issues now becoming an urgent pressure with new government bill. Network Management Team to prioritise drainage and surface water issues on the network and conduct works as appropriate
drain clearance by jetting	AF	30,000		54 sites identified for jetting, some may need a vactor unit to clear the debris. Normal maintenance has not worked needing additional apparatus and possible follow on repairs.
Mohay Culvert major silt removal	AF	40,000		Part of our ongoing culvert asset improvement.
Gydnia way pumping station telemetry and clearance of wet well.	AF	10,000		
drainage repairs	AF	34,000		
Identified structural maintenance schemes	CM	250,000	0	Network Management Team to prioritise structural maintenance schemes to include Bretonside Viaduct
Bretonside		128,000		total cost 153k to be confirmed.
Weston Mill Hill expansion joints		50,000		
Laira Bridge, Gdynia Way retaining walls		44,500		Being priced up. Possible CIF.
Church Row Road		20,000		
Longbrook Culvert		7,500		construction next year.
Street lighting	CM	250,000	0	Network Management to prioritise street lighting schemes
Depreciated asset columns		170,000	77362	
Cohen and Male columns		80,000	28062	behind programme
Highway maintenance and essential engineering	CM	1,378,000	0	The works will consist of resurfacing and reconstruction work. Where appropriate, network enhancements such as dropped kerbs and bus boarders will be included to deliver joined up programmes of works.
Tranche 1	RL	270,066	270066	surfacing carriageway
Tranche 2	RL	199,801	199801	Carriageway and footpath repairs
Tranche 2	CD	36056		Embankment Road barrier repair
Tranche 3	RL	273451		Carriageway and footpath repair ongoing
Tranche 3	NT	46,000		Crownhill Road / Carroll Rd, St Leven Road/ Kiam Road
Tranche 3	PB	63,691		Shoptors Road , Network Rail reinstatement
Tranche 4	RL	6711		Carriageway and footpath repair ongoing
Tranche 5	RL	150,000		Carriageway and footpath repair ongoing
Derriford Hospital surfacing contribution	???	15000		50% funding agreed
Wolsely Road structural maintenance		40,000		Should this be in structures list?
Wolsely Road structural maintenance		26,250		Completion of scheme commenced in 09/10

Appendix 8 - Deflectograph



The Deflectograph produces a parameter known as 'Residual Life' which is intended to give an indication of the remaining life of the pavement before strengthening is required. Pavements deteriorate through exposure to a number of factors including traffic loading and environmental effects. As such, the 'Residual Life' of a pavement decreases over time until a 'Zero Life' condition is reached. Beyond this point, negative residual life values are reported and the pavement is considered to be in a 'Critical Life' condition. 'Zero Life' and 'Critical Life' pavements may remain in a serviceable state for some time although the degree of strengthening works required to remediate them becomes more onerous.

APPENDIX 9

GROWTH AND PROSPERITY OVERVIEW AND SCRUTINY PANEL (REVIEWS)

RISK MANAGEMENT & INSURANCE APPENDICES

A – Total Number & Reserves of Claims by Policy Year
(Incident Dates 1/4/98 – 15/11/10)

B - Claims by Payments & Outstanding Reserves by Policy Year
(Incident Dates 1/4/98 – 15/11/10)

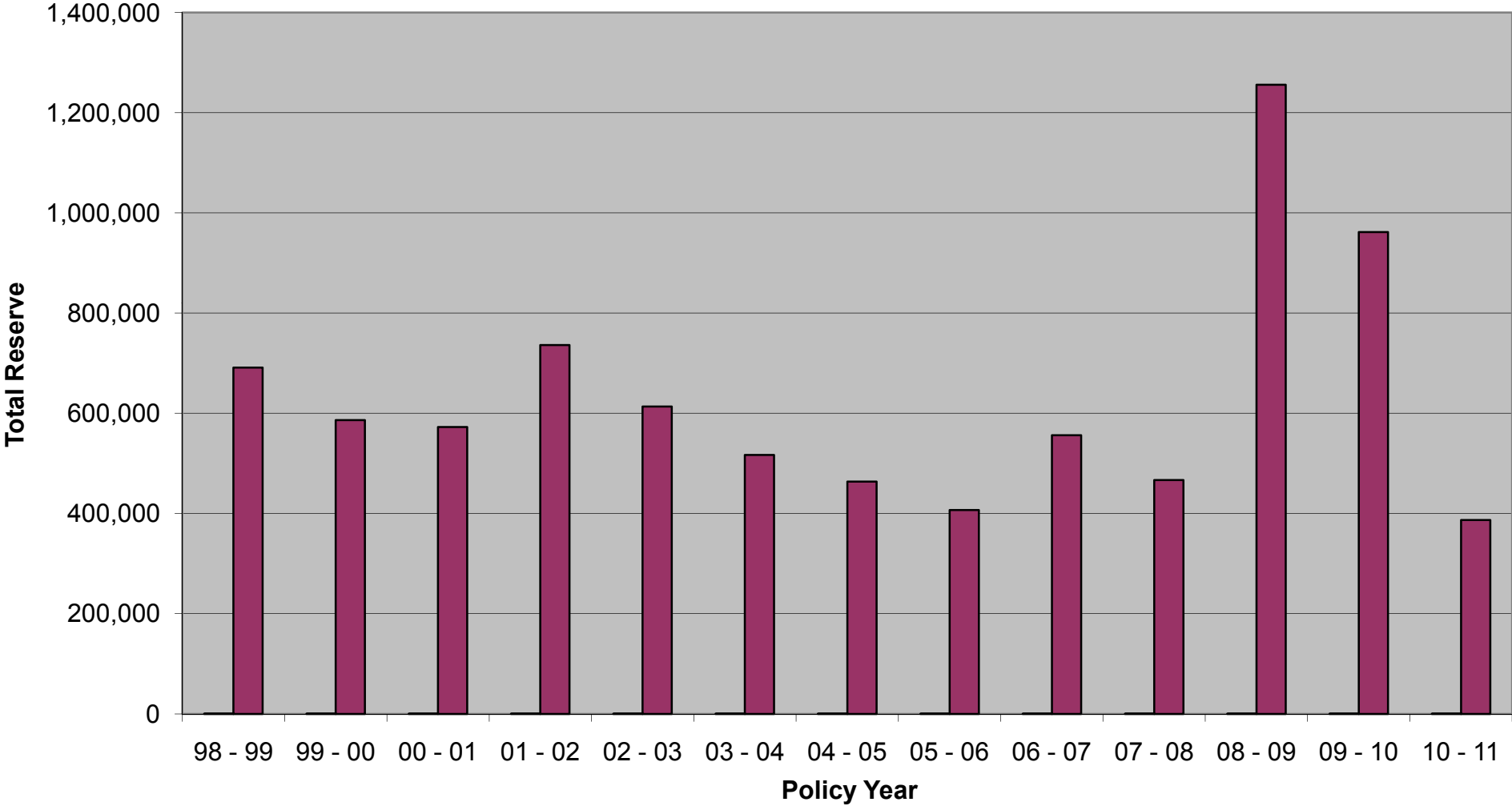
C – Total Number of & Reserves for Carriageway & Footway Surface Defect
Claims by Policy Year
(Incident Dates 1/4/98 – 15/11/10)

D – Total Number of Claims by Ward (Incident Dates 1/6/03 – 15/11/10)

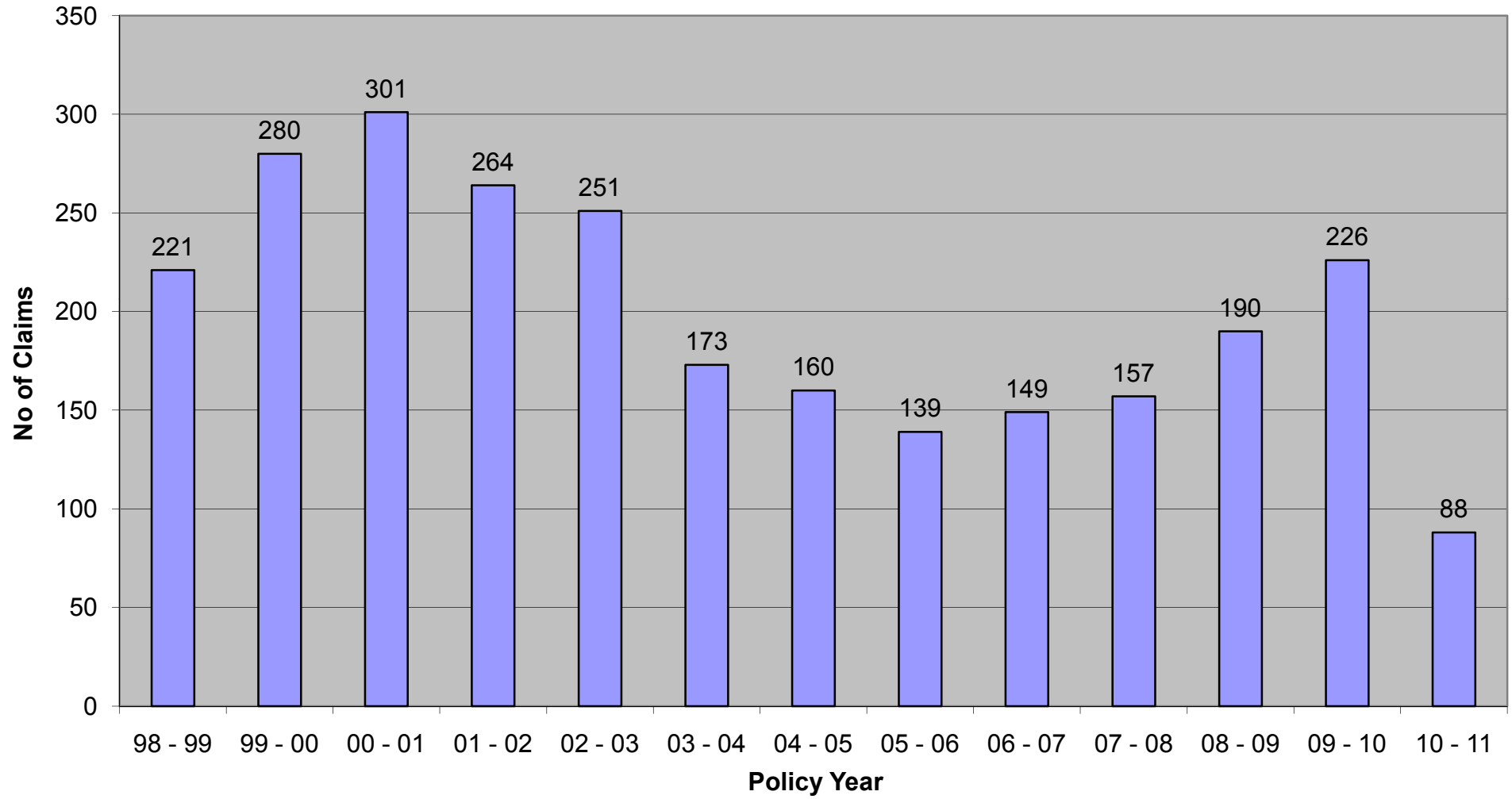
E – Cost of Claims by Ward (Incident Dates 1/6/03 – 15/11/10)

F – CIPFA Benchmarking Information

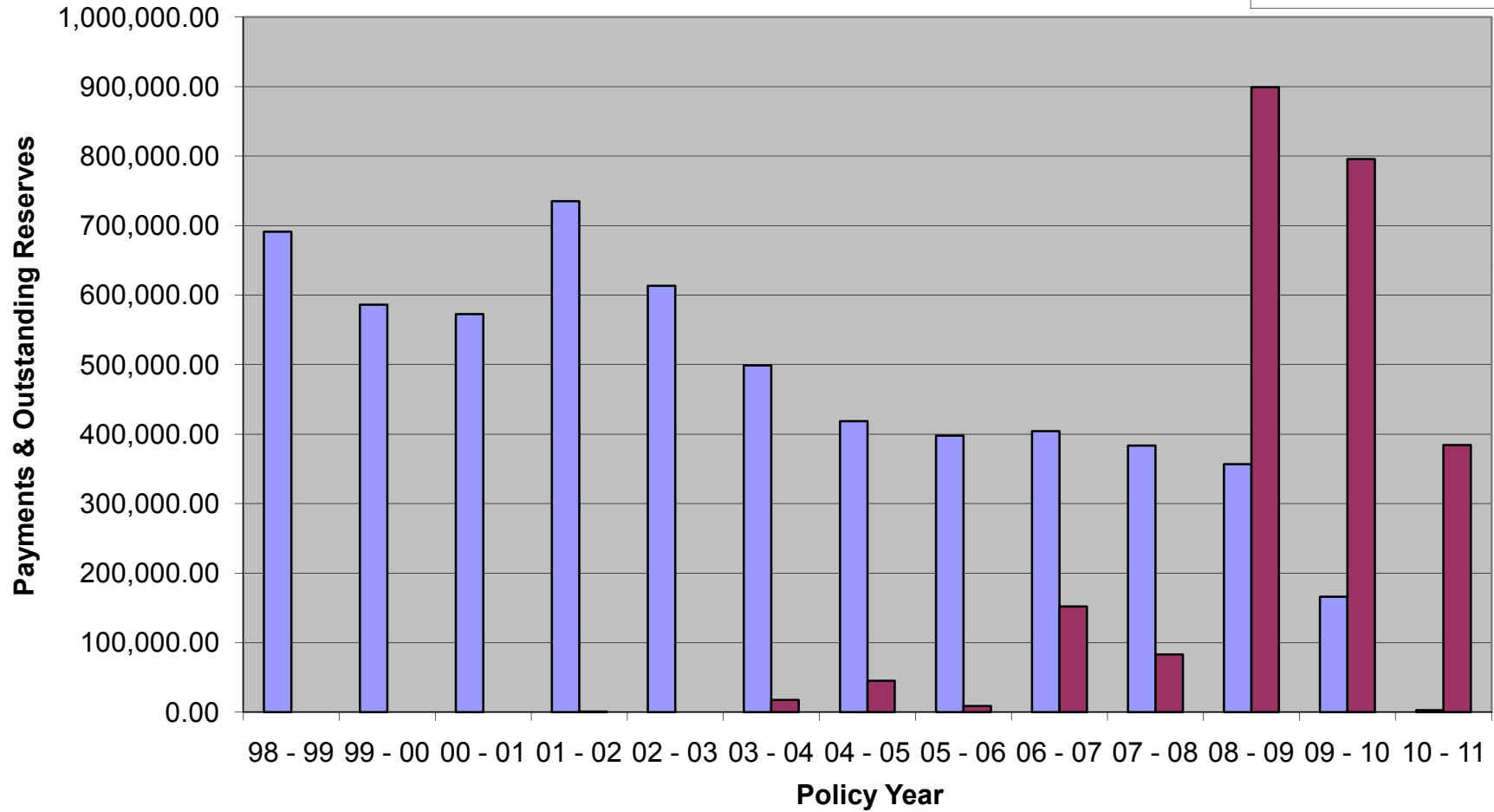
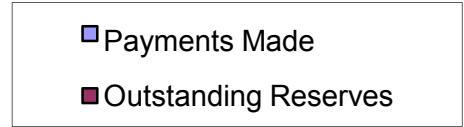
Appendix A - Claims by Reserve by Policy Year (Incident date 1/4/98 - 15/11/2010)



Appendix A - Total No of claims by Policy Year (Incident dates 1/4/1998 - 15/11/2010)

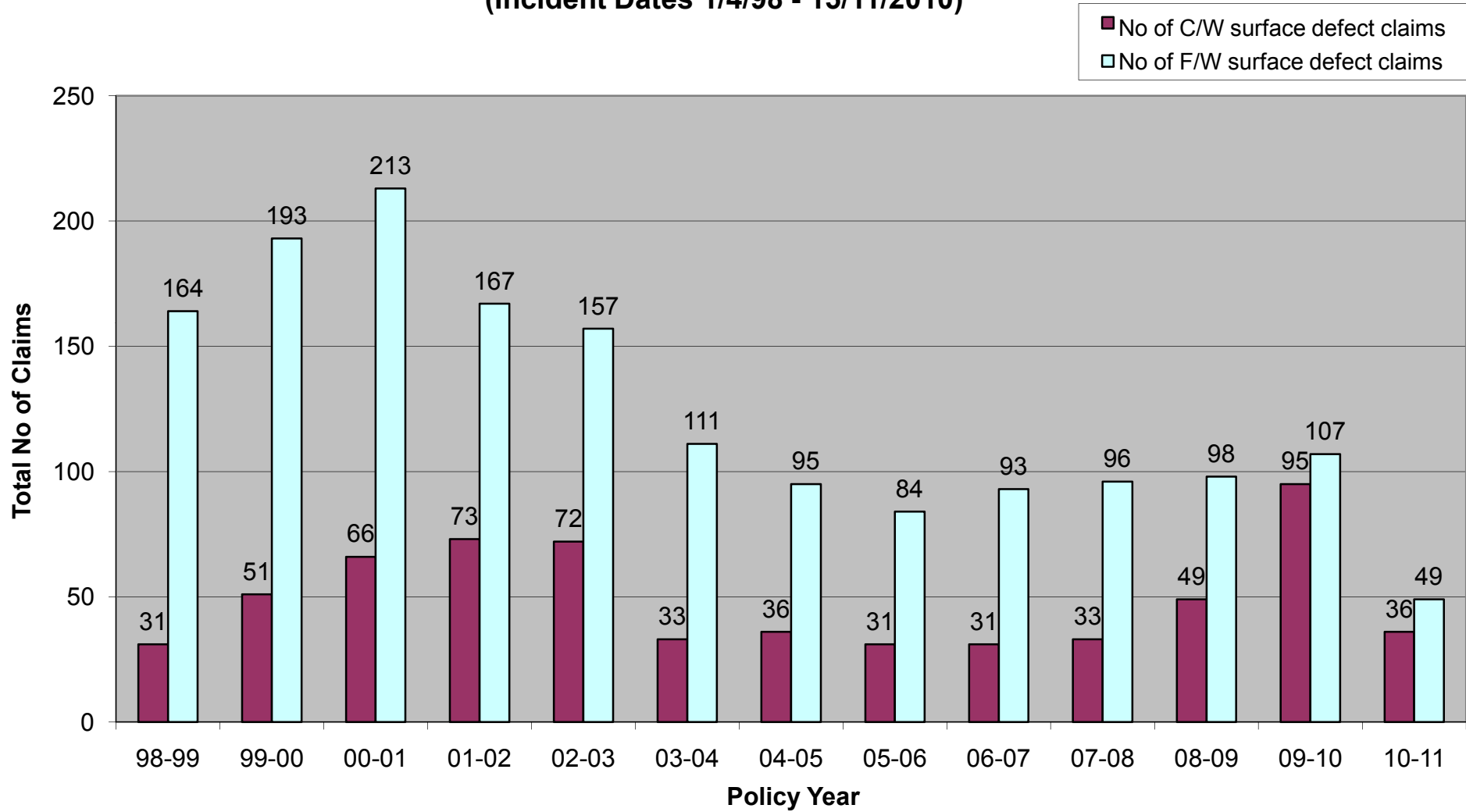


Appendix B - Claims by Payments & Outstanding Reserves by Policy Year (Incident Dates 1/4/98 - 15/11/10)

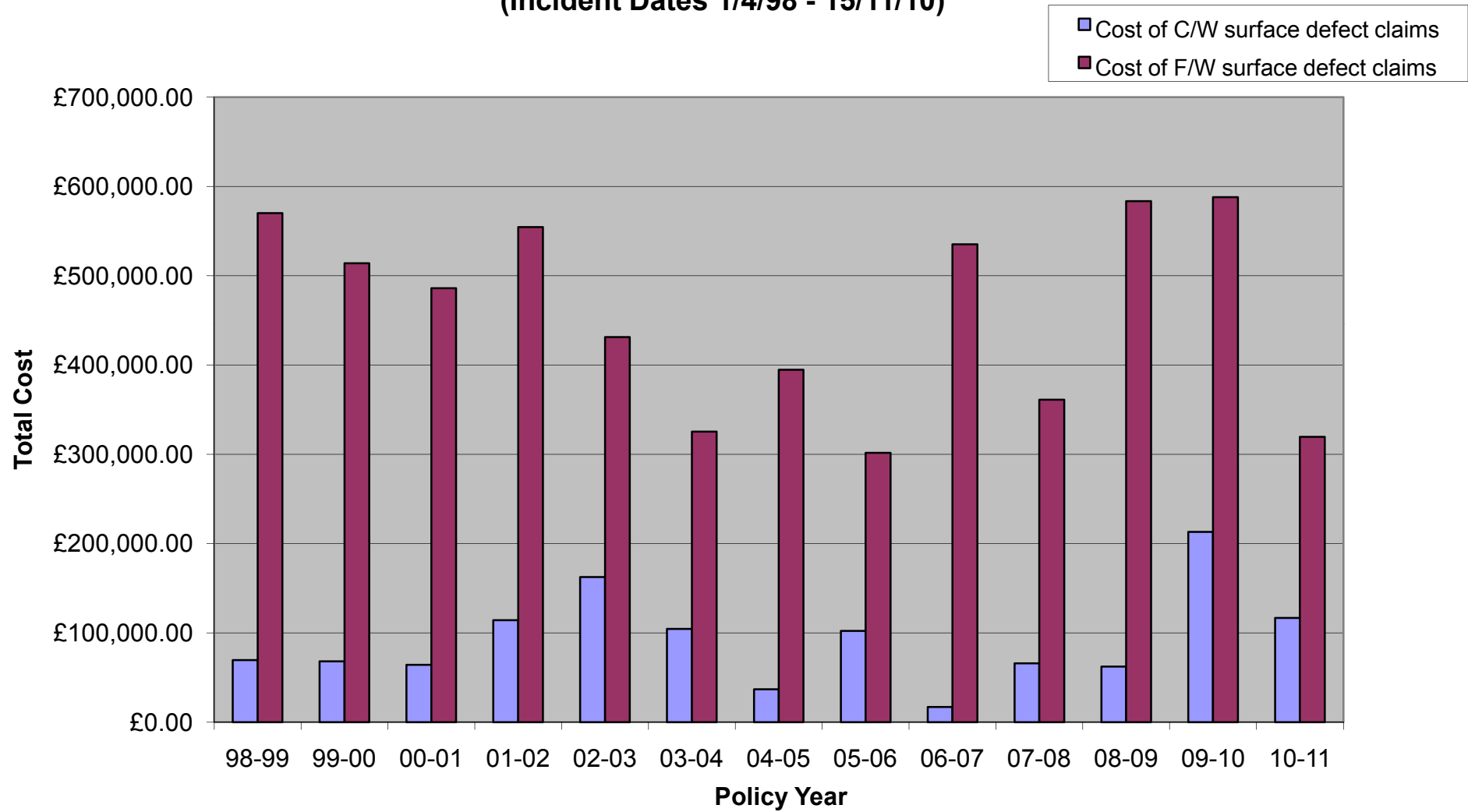


Policy	No. Claims			Premium Due	Payments	O/S Estimate	Total Claim	Insurer Funded	LA Funded	Dept/Indiv Funded
	Closed	Open	Total							
98 - 99	221	0	221	264,160.00	691,171.53	0.00	691,171.53	98,183.02	592,988.51	0.00
99 - 00	280	0	280	255,612.24	586,234.82	0.00	586,234.82	0.00	586,234.82	0.00
00 - 01	301	0	301	287,700.00	572,676.59	0.00	572,676.59	0.00	572,676.59	0.00
01 - 02	263	1	264	119,108.19	735,131.01	820.40	735,951.41	0.00	735,951.41	0.00
02 - 03	251	0	251	143,564.67	613,393.85	0.00	613,393.85	0.00	613,393.85	0.00
03 - 04	172	1	173	218,100.01	498,871.63	17,827.80	516,699.43	0.00	516,699.43	0.00
04 - 05	158	2	160	260,122.95	418,540.37	45,214.25	463,754.62	0.00	463,754.62	0.00
05 - 06	138	1	139	262,341.70	398,045.97	8,894.40	406,940.37	0.00	406,940.37	0.00
06 - 07	144	5	149	268,738.46	404,181.34	152,088.00	556,269.34	115,000.00	441,269.34	0.00
07 - 08	146	11	157	249,300.00	383,445.82	82,969.79	466,415.61	0.00	466,415.61	0.00
08 - 09	160	30	190	266,803.50	356,906.78	898,923.64	1,255,830.42	400,000.00	855,830.42	0.00
09 - 10	143	83	226	262,940.00	166,128.36	795,533.82	961,662.18	0.00	961,662.18	0.00
10 - 11	14	74	88	229,140.00	2,803.31	384,337.36	387,140.67	0.00	387,140.67	0.00
Grand Total:	2,391	208	2,599	3,087,631.72	5,827,531.38	2,386,609.46	8,214,140.84	613,183.02	7,600,957.82	0.00

Appendix C - Carriageway & Footway Surface Defect Claims by Policy Year (Incident Dates 1/4/98 - 15/11/2010)

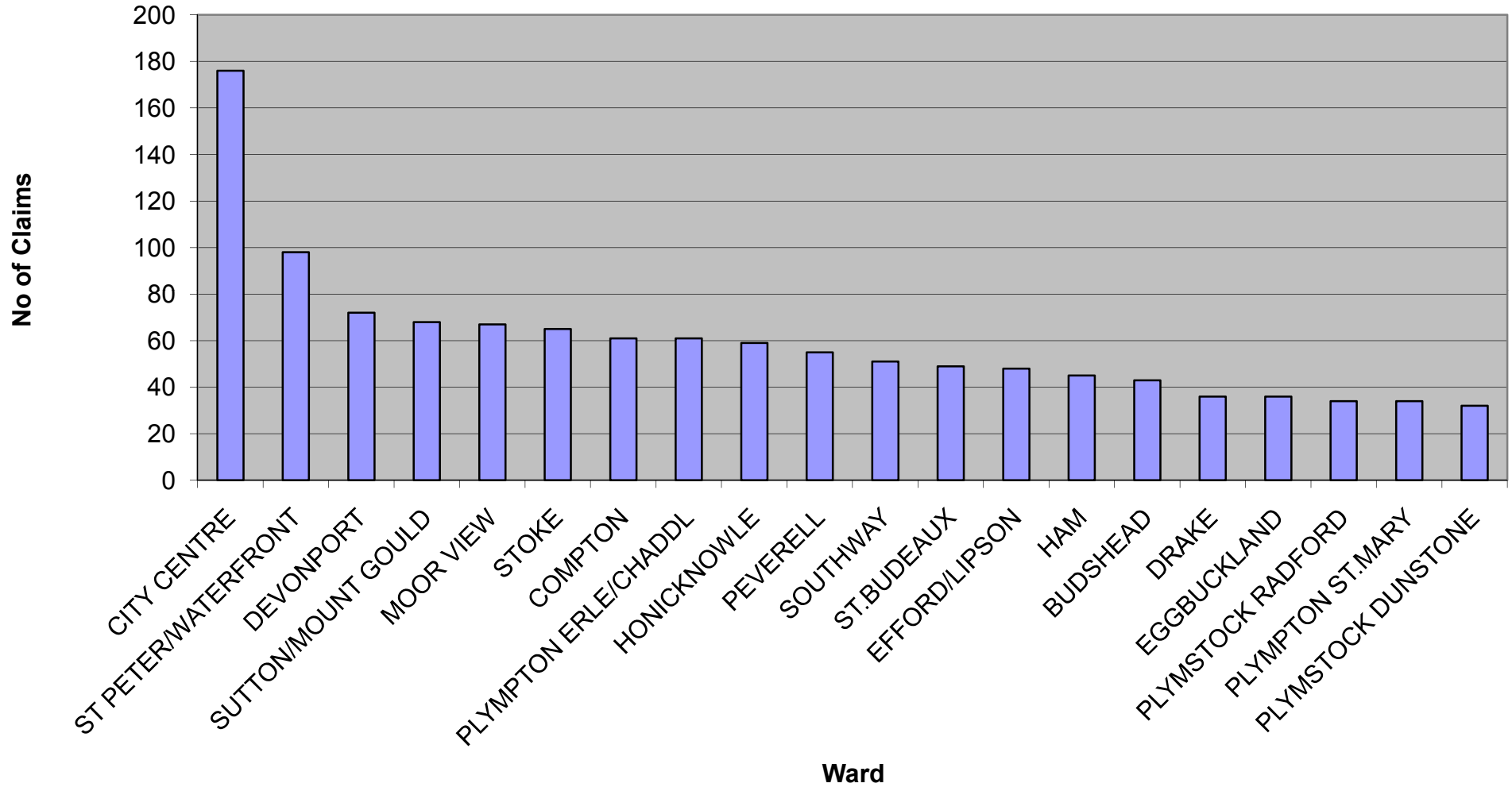


Appendix C - Carriageway & Footway Surface Defect Claims by Policy Year by Cost (Incident Dates 1/4/98 - 15/11/10)



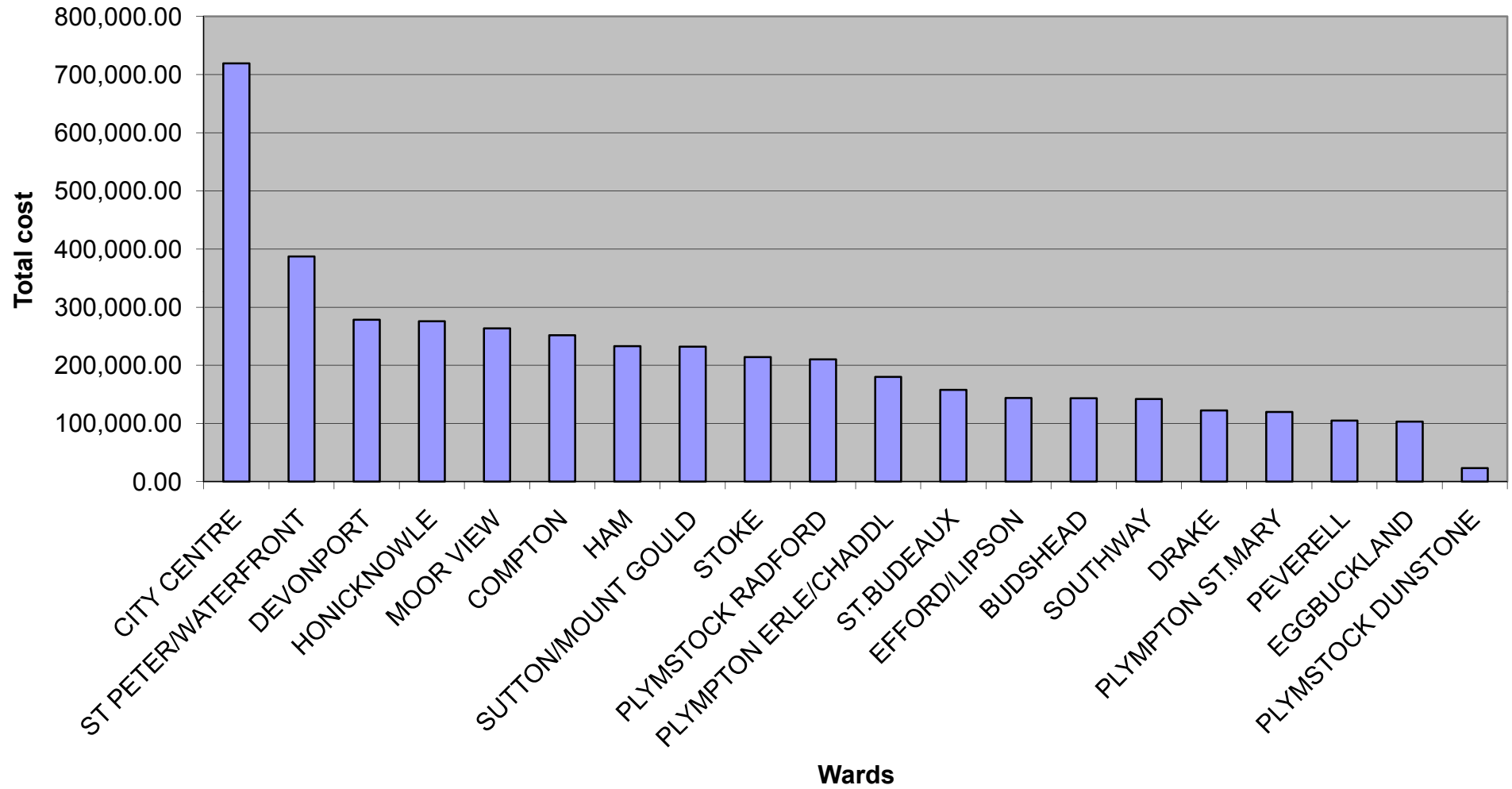
Policy Year	No of C/W surface defect		No of F/W surface defect	
	claims	Total Cost	claims	Total Cost
98-99	31	£69,660.93	164	£570,137.45
99-00	51	£68,272.03	193	£514,104.07
00-01	66	£64,269.94	213	£486,032.11
01-02	73	£114,313.10	167	£554,443.14
02-03	72	£162,640.30	157	£431,401.44
03-04	33	£104,426.55	111	£325,318.83
04-05	36	£37,028.02	95	£394,760.77
05-06	31	£102,378.85	84	£301,622.12
06-07	31	£17,101.45	93	£535,344.03
07-08	33	£65,861.20	96	£361,329.55
08-09	49	£62,229.03	98	£583,449.89
09-10	95	£213,291.77	107	£587,892.90
10-11	36	£116,739.18	49	£319,582.00

Appendix D- No of claims by Ward (Incident Dates 1/6/03 - 15/11/10)



Ward	No. Claims		O/S Estimate	Total Claim
	Total	Payments		
CITY CENTRE	176	351,885.29	367,128.90	719,014.19
ST PETER/WATERFRONT	98	238,695.33	148,264.00	386,959.33
DEVONPORT	72	214,590.32	63,844.36	278,434.68
SUTTON/MOUNT GOULD	68	158,134.15	74,073.50	232,207.65
MOOR VIEW	67	161,048.70	102,300.53	263,349.23
STOKE	65	118,433.16	95,797.35	214,230.51
COMPTON	61	181,811.88	70,087.70	251,899.58
PLYMPTON ERLE/CHADDL	61	100,752.00	79,395.00	180,147.00
HONICKNOWLE	59	159,088.57	116,686.00	275,774.57
PEVERELL	55	55,413.38	49,479.00	104,892.38
SOUTHWAY	51	75,364.16	66,723.28	142,087.44
ST.BUDEAUX	49	83,462.48	74,370.00	157,832.48
EFFORD/LIPSON	48	29,935.04	114,000.89	143,935.93
HAM	45	135,366.97	97,471.80	232,838.77
BUDSHEAD	43	45,225.09	98,250.00	143,475.09
DRAKE	36	107,725.19	14,829.00	122,554.19
EGGBUCKLAND	36	47,652.79	55,523.46	103,176.25
PLYMSTOCK RADFORD	34	100,219.64	109,894.40	210,114.04
PLYMPTON ST.MARY	34	73,592.60	46,000.00	119,592.60
PLYMSTOCK DUNSTONE	32	5,617.03	17,500.00	23,117.03
Totals:	1,222	2,459,872.73	2,374,421.75	4,834,294.48

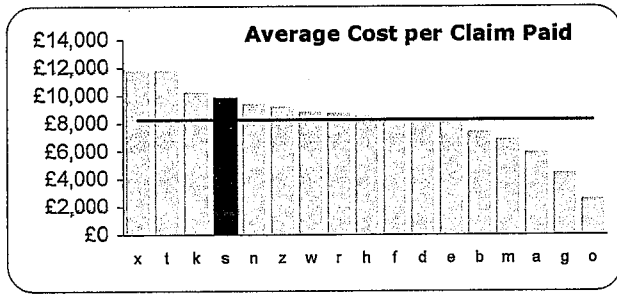
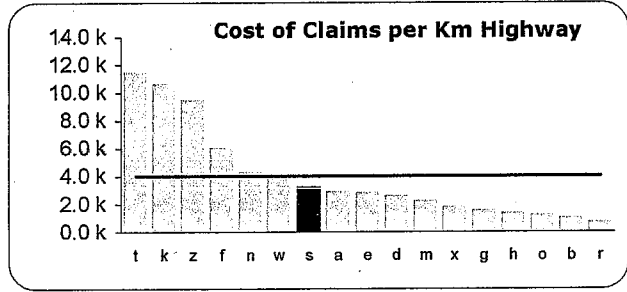
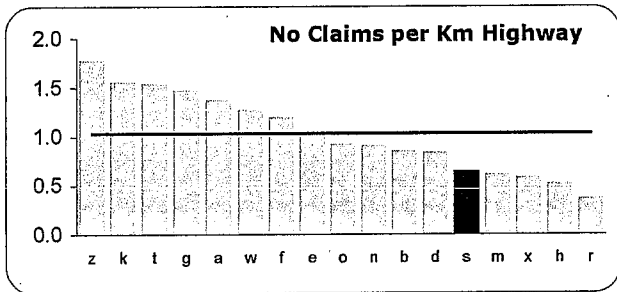
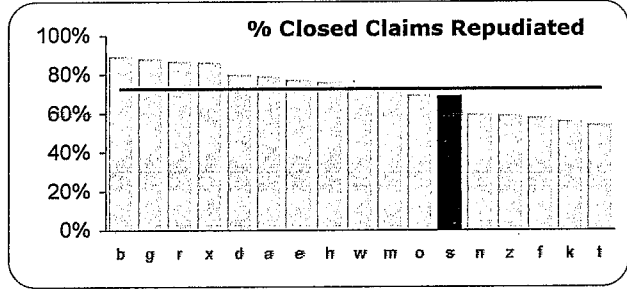
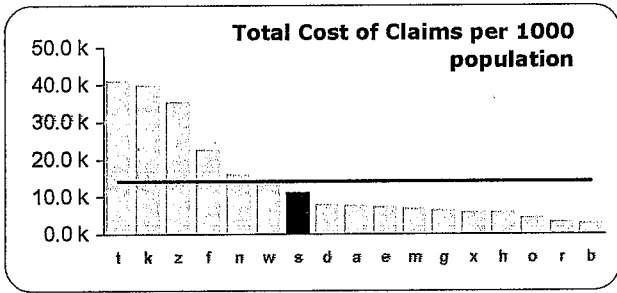
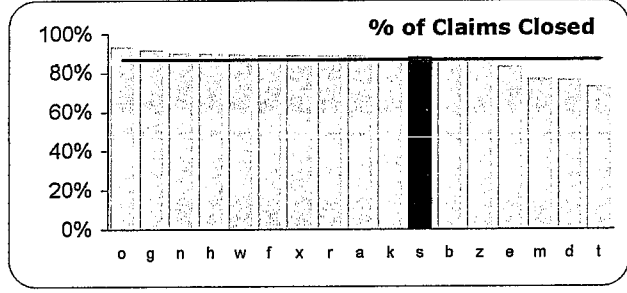
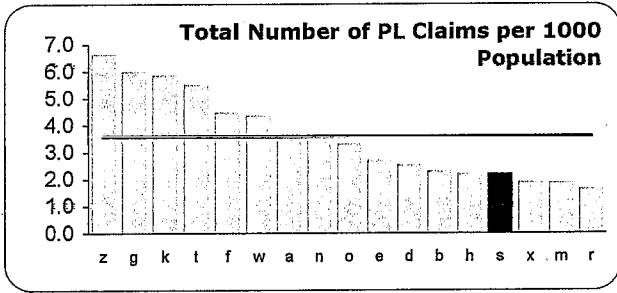
Appendix E - Claims by Ward by Costs (Incident Dates 1/6/03 - 15/11/10)



Ward	No. Claims	Payments	O/S Estimate	Total Claim
	Total			
CITY CENTRE	176	351,885.29	367,128.90	719,014.19
ST PETER/WATERFRONT	98	238,695.33	148,264.00	386,959.33
DEVONPORT	72	214,590.32	63,844.36	278,434.68
HONICKNOWLE	59	159,088.57	116,686.00	275,774.57
MOOR VIEW	67	161,048.70	102,300.53	263,349.23
COMPTON	61	181,811.88	70,087.70	251,899.58
HAM	45	135,366.97	97,471.80	232,838.77
SUTTON/MOUNT GOULD	68	158,134.15	74,073.50	232,207.65
STOKE	65	118,433.16	95,797.35	214,230.51
PLYMSTOCK RADFORD	34	100,219.64	109,894.40	210,114.04
PLYMPTON ERLE/CHADDL	61	100,752.00	79,395.00	180,147.00
ST.BUDEAUX	49	83,462.48	74,370.00	157,832.48
EFFORD/LIPSON	48	29,935.04	114,000.89	143,935.93
BUDSHEAD	43	45,225.09	98,250.00	143,475.09
SOUTHWAY	51	75,364.16	66,723.28	142,087.44
DRAKE	36	107,725.19	14,829.00	122,554.19
PLYMPTON ST.MARY	34	73,592.60	46,000.00	119,592.60
PEVERELL	55	55,413.38	49,479.00	104,892.38
EGGBUCKLAND	36	47,652.79	55,523.46	103,176.25
PLYMSTOCK DUNSTONE	32	5,617.03	17,500.00	23,117.03
Totals:	1,222	2,459,872.73	2,374,421.75	4,834,294.48

Public Liability Claims - Highways - PI

Comparison of 17 Authorities



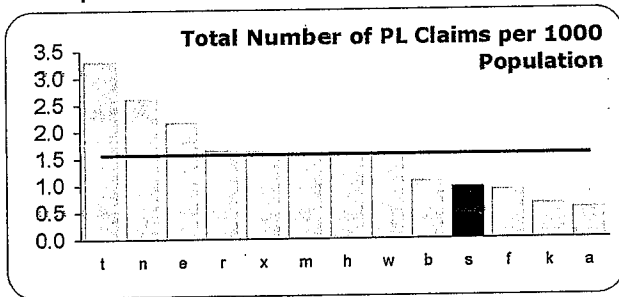
	2004/05	2005/06	2006/07	2007/08	2008/09	Total
Total No. Claims	116	97	100	114	125	552
No. Closed Claims - paid	31	34	32	38	17	152
No. Closed Claims - repudiated	83	63	62	63	64	335
No. Closed Claims - Total	114	97	94	101	81	487
Estimated Cost of Open Claims	61.5 k	27.0 k	293.5 k	157.0 k	778.4 k	1,317.4 k
Total Cost of Closed Claims	398.7 k	377.5 k	248.2 k	309.6 k	163.1 k	1,497.2 k

Highways (km) **859 km**

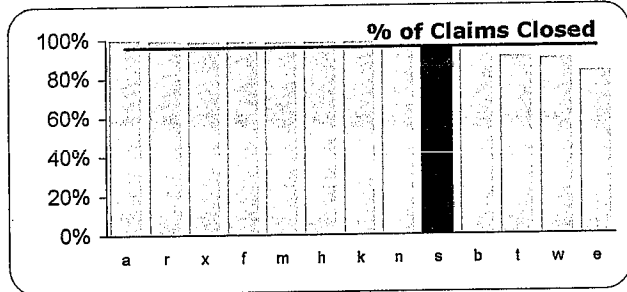
Population (k) **252.8 k**

Public Liability Claims - Highways - Property

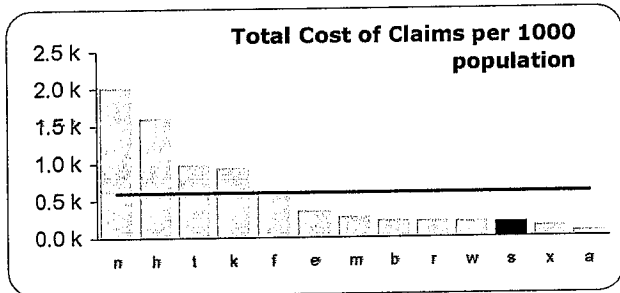
Comparison of 13 Authorities



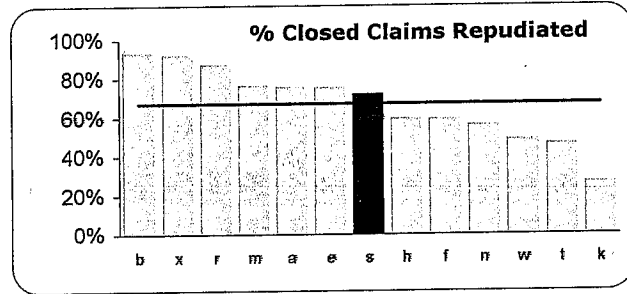
Plymouth 0.9
Average 1.6



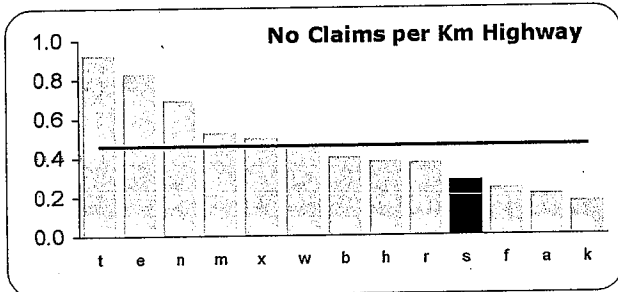
Plymouth 95.8%
Average 95.8%



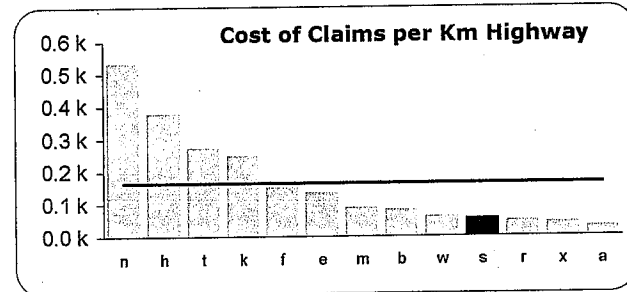
Plymouth 0.2 k
Average 0.6 k



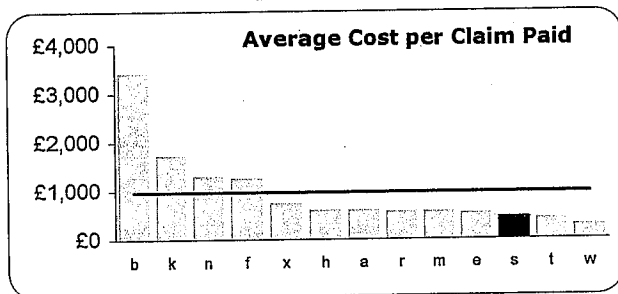
Plymouth 72.2%
Average 67.1%



Plymouth 0.3
Average 0.5



Plymouth 0.1 k
Average 0.2 k



Plymouth £447
Average £963

	2004/05	2005/06	2006/07	2007/08	2008/09	Total
Total No. Claims	44	42	48	43	63	240
No. Closed Claims - paid	7	7	21	13	16	64
No. Closed Claims - repudiated	37	35	26	30	38	166
No. Closed Claims - Total	44	42	47	43	54	230
Estimated Cost of Open Claims	0.0 k	0.0 k	0.5 k	0.0 k	19.3 k	19.8 k
Total Cost of Closed Claims	3.5 k	2.5 k	7.1 k	10.3 k	5.3 k	28.6 k

Highways (Km) 859 Km

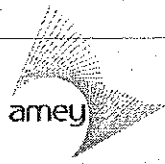
Population (k) 252.8 k

CIPFA Insurance Benchmarking Club 2010

Key Page - Plymouth

	Population	Authority Employees	
h	Barnsley	272 k	11,718
m	Dudley	305 k	10,512
d	Hull	261 k	13,600
a	Leicester	302 k	16,452
x	Medway	252 k	6,609
k	Oldham	217 k	8,178
s	Plymouth	253 k	13,093
f	Rochdale	204 k	8,829
r	Rotherham	254 k	9,281
z	Salford	216 k	9,069
e	Sandwell	288 k	10,586
t	Stockport	280 k	8,377
w	Tameside	215 k	7,257
n	Trafford	214 k	5,675
u	Walsall	256 k	11,490
g	Warrington	196 k	6,020
o	Wigan	305 k	12,100
b	Wolverhampton	260 k	9,000

CIPFA has been advised that this data is exempt under Sections 41 and 43(2) of the Freedom of Information Act. Disclosure of the data would breach your confidentiality agreement with CIPFA and would prejudice CIPFA's commercial interests. Please contact us before releasing any data. Please do not attach this page to the report or show it to anyone other than your immediate colleagues.



Title: Northern Ireland DBFO RMMS User Requirements Specification

Ref.: 20091104_PCC_Infor_UserRequirementsSpecification_002.doc

Issue: 1.0 Date: 01/03/10



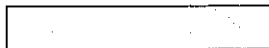
Shopping Area (Monthly)



Main Road (3 Monthly)



Rural Type Road (12 Monthly)



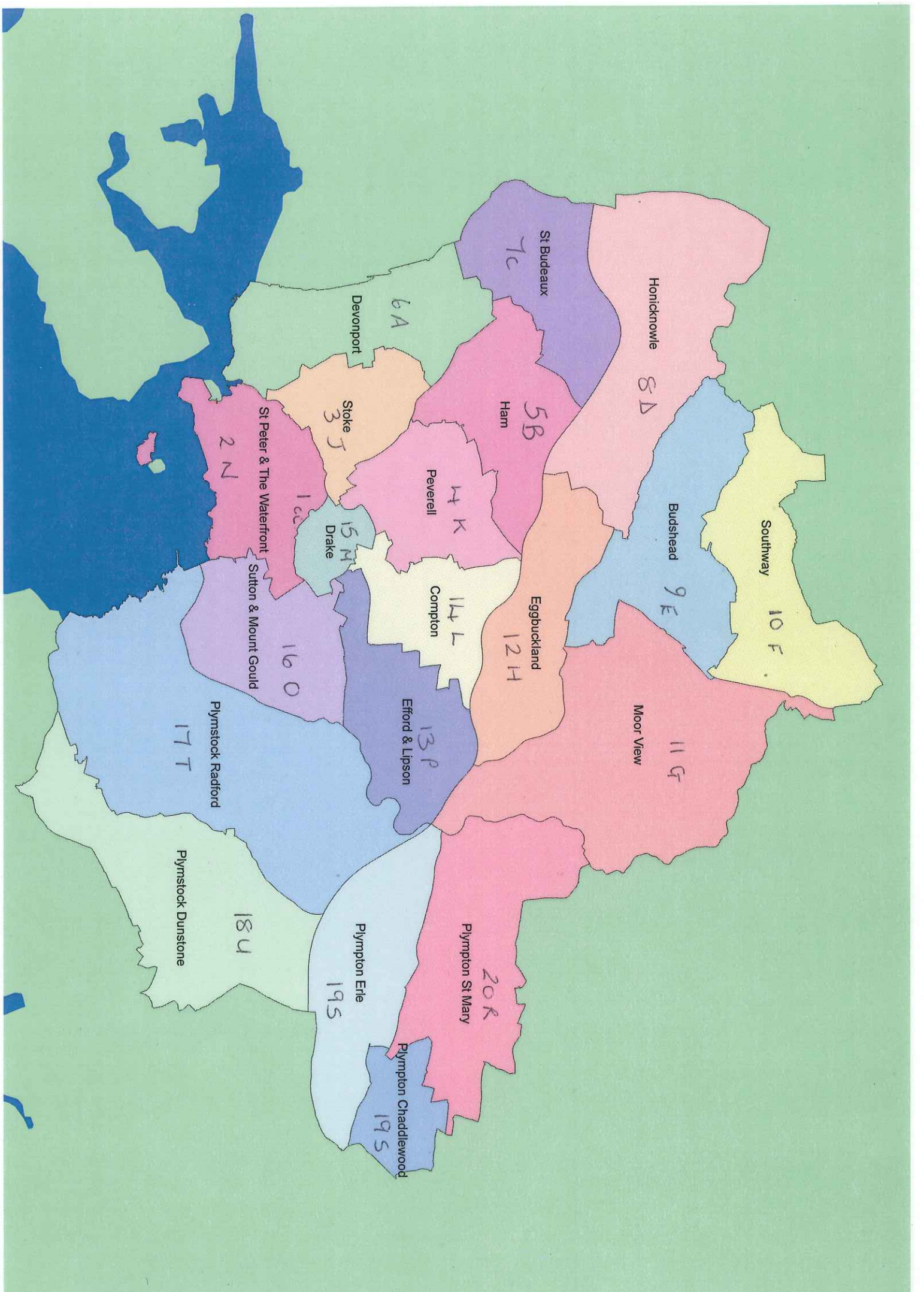
Other Road



Ward Boundary

District	Ward	
1	City Centre (including district shopping areas)	Monthly
2	St Peter & the Waterfront	6 Monthly
3	Stoke	6 Monthly
4	Peeverell	6 Monthly
5	Ham	6 Monthly
6	Devonport	6 Monthly
7	St Budeaux	6 Monthly
8	Honicknolwe	6 Monthly
9	Budshead	9 Monthly
10	Southway	6 Monthly
11	Moorview	6 Monthly
12	Eggbuckland	9 Monthly
13	Efford & Lipson	9 Monthly
14	Compton	6 Monthly
15	Drake	9 Monthly
16	Sutton & Mount Gould	6 Monthly
17	Plymstock Radford	6 Monthly
18	Plymstock Dunstone	9 Monthly
19	Plympton Erle & Chaddlewood	6 Monthly
20	Plympton St Mary	9 Monthly

N.B. Rear Lanes and Roads with No Footways inspected 12 monthly



St Budeaux
7c

Honicknowle
8D

Southway
10F

Devonport
6A

Stoke
3J

Ham
5B

St Peter & The Waterfront
2N

Peverell
4K

Budshhead
9E

Drake
15M

Compton
14L

Egguckland
12H

Sutton & Mount Gould
16O

Moor View
11G

Efford & Lipson
13P

Plymstock Radford
17T

Plymstock Dunstone
18U

Plympton St Mary
20R

Plympton Erie
195

Plympton Chaddlewood
19S