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| DECISION-MAKER: | SCRUTINY PANEL A | | |
| SUBJECT: | INTRODUCTION TO THE INQUIRY – HIGHWAYS APPROACH TO ASSET MANAGEMENT | | |
| DATE OF DECISION: | 3 JUNE 2010 | | |
| REPORT OF: | HEAD OF POLICY AND IMPROVEMENT | | |
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STATEMENT OF CONFIDENTIALITY

None

SUMMARY

For the opening meeting of the inquiry examining Highways approach to asset management background papers are attached to enable members of the Scrutiny Panel to understand how we assess the state of the roads and pavement repairs, with a focus on how the council prioritises road and pavement repairs.

The Cabinet Member for Environment will introduce the inquiry and the background papers.

RECOMMENDATIONS:

- (i) The Panel is recommended to consider the background information provided and comments made by the Cabinet Member for Environment, The Transformation and Performance Manager and the Asset Manager and use the information provided as evidence in the inquiry.

REASONS FOR REPORT RECOMMENDATIONS

1. To enable the Panel to compile a file of evidence in order to formulate findings and recommendations at the end of the inquiry process.

CONSULTATION

2. Stakeholders are being consulted throughout the inquiry process

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None

DETAIL

4. Councillor Dean, the Cabinet Member for Environment, will introduce the inquiry by outlining for the Scrutiny Panel the importance of prioritising the repairs of highways and pavements and the process by which this is achieved based on the background papers provided.
5. The Panel is invited to have an open discussion on the council's approach with the cabinet member, supported by The Transformation and

Performance Manager, Jane Richards, and the Asset Manager, Rowan Sheppard.

6. Background documents have been distributed for both the June and July meetings to ensure the Panel have the full set of papers and information available to them for the whole inquiry. The focus for the first meeting will primarily be on the first five documents, outlining the asset management plan, framework and processes as follows:
 1. Cabinet Report 30th June 2008 – Transport Asset Management Plan – Proposal for a City Framework
 2. Linkages and Relationships – What is an Asset Management Plan
 3. Transport Asset Management Plan *Lite*
 4. Asset Management Process – Flow Chart
 5. Prioritisation Matrix July 2009 Update
7. It should be noted that reference may be made to the other documents during the meeting. In addition, the Panel members are requested to retain all their papers for the 2nd inquiry meeting in July.
8. The Highways Approach to Asset Management Inquiry terms of reference and plan are included as Appendix 1.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

8. Not applicable

Revenue

9. Not applicable

Property

10. Not applicable

Other

11. Not applicable

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

12. The duty to undertake overview and scrutiny is set out in Section 21 of the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007.

Other Legal Implications:

13. None

POLICY FRAMEWORK IMPLICATIONS

14. None

SUPPORTING DOCUMENTATION

Appendices

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| 1. | Highways Approach to Asset Management Terms of Reference and Inquiry Plan |
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Documents In Members' Rooms

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| | None |
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Background Documents

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| <ol style="list-style-type: none"> 1. Cabinet Report 30th June 2008 – Transport Asset Management Plan – Proposal for a City Framework 2. Linkages and Relationships – What is an Asset Management Plan 3. Transport Asset Management Plan <i>Lite</i> 4. Asset Management Process – Flow Chart 5. Prioritisation Matrix July 2009 Update 6. Customer Consultation and Satisfaction Framework 7. Communications of Scheme – Points for Consideration 8. Scheme communications Grading Document 9. Stakeholder Matrix 10. Highways Improvements 2010-11 (Web Extract) 11. Annual Local Authority Road Maintenance (ALARM) Survey 2010 | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
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| | None | |
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Background documents available for inspection at:

FORWARD PLAN No: Not applicable **KEY DECISION?** No

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| WARDS/COMMUNITIES AFFECTED: | Not applicable |
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Highways Approach to Asset Management Inquiry – Terms of Reference and Inquiry Plan

1. **Scrutiny Inquiry Panel:** Scrutiny Panel A
2. **Membership:** To be determined at Full Council on 12 May 2010.
3. **Purpose:** To understand how we assess the state of the roads and pavements in the city, with a focus on how the council prioritises road and pavement repairs, allocates resources to manage the asset accordingly and keeps people and communities informed.
4. **Background:**
 - a. The current highways network is in a state of decline and requires approximately £10m per annum halting the decline. In October 2007 Cabinet agreed to increase capital funding for roads from £3m to £6m. While not reversing a decline this has reduced the rate of decline.
 - b. The asset value and performance against national measures for principle and non-principal roads remains in the bottom quartile of all authority's, although the additional investment has seen marked improvements in the national measures in recent years. A recent MORI survey cited Southampton's highways as the most improved authority. The survey baseline was from a low starting point and there is still a long way to go but this demonstrates the positive impact that the additional investment and service improvements have made.
 - c. Significant improvements have been enabled through additional investment and the introduction of a Transport Asset Management Plan. This provides a framework for making more informed decisions on the future prioritisation of assets and helps promote a longer term maintenance strategy. It has introduced a more structured approach providing opportunity to optimise the allocation of resources. Scheme are prioritised on the basis of condition assessment and a priority ranking matrix; this considers many factors including political, environmental and technical issues to develop a prioritised and budgeted programme of repair.
 - d. Residents, businesses and visitors to the city all have a vested interest in the state of the roads of the city. Recent Place Survey results showed that the public saw the repair of road as the most important issue in their area. A communication approach has been established which considers the vision, objective, audience, stakeholder requirements and key messages required. It includes the introduction of a Communication toolkit that is applied when schemes are implemented as well as a follow up satisfaction questionnaire.
 - e. It should also be noted that the service is nearing the end of a process to secure a highways service partnership, whereby the chosen partner will be required to demonstrate how they will maximise the use of

existing resources to better manage and reduce the decline of the city's highways assets.

- f. Clearly the prioritisation of the repairs of roads is an important issue and getting this right alongside delivering the message to communities and individuals of how and when this happens is vital.

5. Objectives:

- a. To understand the Transport Asset Management Plan and the approach to asset management through its implementation, as well as consider its effectiveness in achieving improved allocation of resources and improved service performance.
- b. To examine the key issues for maintaining the city's roads and pavements
- c. To review the elements and weighting of criteria in the Priority Rating Matrix and understand how a schemes final rating represents how well it meets the overall objectives, not simply how it ranks in technical terms (condition / deterioration)
- d. To assess the impact of the highways communication toolkit and consider additional and/ or alternative options to identifying public needs and delivering the message of the capital programme and improvements.

6. Methodology and Consultation:

- a. Undertake desktop research, including Home Office reports and national organisations undertaking work on this issue
- b. Identify best practice
- c. Seek stakeholder views
- d. Conduct interviews with Cabinet Members leading on issues related to Highways, Executive Director for Environment, Policy Co-ordinator, Heads of Services and other relevant officers.

7. **Proposed Timetable:** 2 meetings in June and July 2010 and report to the OSMC in September 2010.

8. Inquiry Plan

Meeting 1:

Introduction & Context to Highways repair – the local and national perspectives

- Delivering the Transport Asset Management Plan
- An understanding of Priority Rating Matrix

Presented by:

Cllr Matt Dean

Jane Richards

Rowan Sheppard

Cabinet Member for the Environment

Transformation and Performance Manager

Asset Manager

Meeting 2:

- Performance measures and issues
- Communication Toolkit and the community perspective
- To receive any outstanding information/issues
- Agree Recommendations

Presented by:

John Harvey Public Realm Manager

Jane Richards Transformation and Performance Manager

8. **Timescales:** The Inquiry will be undertaken by the Scrutiny Panel A from June to July 2010.