

**Committee Name and Date of Committee Meeting**

Delegated Officer Decision – 27 September 2021

**Report Title**

Strategic Management and Maintenance of Rotherham's Highways – Inclusion of Councillor Suggested Roads in the Indicative Highway Repair Programme for 2021/2022.

**Is this a Key Decision and has it been included on the Forward Plan?**

No, but it has been included on the Forward Plan

**Strategic Director Approving Submission of the Report**

Paul Woodcock, Strategic Director of Regeneration and Environment

**Report Author(s)**

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**Ward(s) Affected**

Borough-Wide

Choose an item.

**Report Summary**

The Cabinet Report - Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2021/2022 was approved on the 22<sup>nd</sup> March 2021. The report included a commitment to include a minimum of one street suggested by each local Councillor in the Highway Repair Programme.

Following the recent all-out Borough Election a Highways Annual Members Seminar was held on the 7<sup>th</sup> July to brief all Ward Members on the progress of the works programme, confirm the Council's method of Highway Asset Management and request each local Councillor to suggest a road in their Wards they would like to include in this year's delivery programme.

## **Recommendations**

That the Strategic Director for Regeneration and Environment exercises their delegated powers and:

1. Approve the inclusion of roads suggested by local Councillors in the current indicative Highway Repair Programme as detailed in Appendix 2

## **List of Appendices Included**

Appendix 1 PART A - Initial Equality Screening Assessment

## **Background Papers**

Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2021/2022

[Agenda for Cabinet on Monday 22 March 2021, 10.00 a.m. - Rotherham Council REPORT TEMPLATE FOR CABINET & COMMISSIONER \(rotherham.gov.uk\)](#)

Indicative Highway Repair Programme 2021 / 2022.

[www.rotherham.gov.uk/directory/28/indicative-highway-repair-programme-20212022](http://www.rotherham.gov.uk/directory/28/indicative-highway-repair-programme-20212022)

Highways Report – Council Meeting October 2015

<https://moderngov.rotherham.gov.uk/ieListDocuments.aspx?CId=491&MId=13477&Ver=4>

Highway Policy, Strategy and Highway Asset Management Plan

<https://www.rotherham.gov.uk/roads-pavements/highways-asset-management/1>

Well managed Highway Infrastructure October 2016

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=5C49F48E-1CE0-477F-933ACBFA169AF8CB>

Highway Infrastructure Asset Management Guidance Document May 2013

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=4F93BA10-D3B0-4222-827A8C48401B26AC>

Highways Communication Strategy

<https://www.rotherham.gov.uk/transport-streets/rotherham-highways-communications-strategy/5>

## **Consideration by any other Council Committee, Scrutiny or Advisory Panel**

None

## **Council Approval Required**

No

## **Exempt from the Press and Public**

No

**Strategic Management and Maintenance of Highways**Error! Reference source not found.

## **1. Background**

- 1.1 The Cabinet Report - Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2021/2022 was approved on 22 March 2021. The report included a commitment to include a minimum of one street suggested by each local Councillor in the Highway Repair Programme.
- 1.2 Following the recent all-out Borough Election a Highways Annual Members Seminar was held on 7 July to brief all Ward Members on the progress of the works programme, confirm the Council's method of Highway Asset Management and request each local Councillor to suggest a road in their Wards they would like to include in this year's delivery programme.

## **2. Key Issues**

- 2.1 The Council recognised that a greater investment was required, in order to narrow the gap between the condition of the estate roads and the national average and has committed a Capital budget of £24m over four years from April 2020, on top of the previous £10m of capital investment over the previous three years.
- 2.2 This additional investment in Rotherham's roads is making a real improvement to the highway network, evidenced through reductions in the number of highway defect repairs (potholes) and in the number of highway claims against the Council.

## **2.3 Communications and Engagement**

- 2.3.1 Communications and engagement with residents and Elected Members are vitally important to ensure that Highway Services are operating in an efficient, effective, and accountable way.
- 2.3.2 Highway Services have an approved Communication Strategy, providing guidance on how the Service communicates and engages with key stakeholders on managing highway assets and decision making process.
- 2.3.3 In addition, one of the key elements of highway asset management is ensuring a holistic approach to the delivery of services, promoting integration of processes, information and systems. This is supported by cross service weekly meetings to review the programming of works to ensure effective delivery.
- 2.3.4 Good communication with stakeholders is an essential part of the process for the delivery of highway works:
  - Proposed works details are shared with appropriate managers within the Council

- Letters are delivered to all residents and businesses fronting the works prior to scheme design completion. The letter informs them of start dates, contact details and a request to undertake a satisfaction survey on completion of the works
- Ward Members are consulted when the proposed designs are circulated to the residents and their feedback is considered in the final design
- Other stakeholders such as South Yorkshire Passenger Transport Executive and bus operators are consulted during the design process to minimise disruption to bus services
- Prior to the start of a road or footway repair, pre-start signage is positioned on the roadside, providing road users with information relating to details of the highway works. The signage will confirm the proposed start date and detail if any traffic lights or road closures will be used to deliver the works.

Proposed works are also posted on the [One.network.org](http://One.network.org) website.

2.3.5 In addition, any major projects that could cause disruption to road users are detailed on the Council's website for customers to access with the link to the content included on the prestart signage.

2.3.6 This process enables local residents, businesses and Members to inform the scheme design and the method of delivery e.g. night-time or weekend working to minimise disruption and/or inconvenience.

## **2.4 Elected Member Engagement**

2.4.1 Highway Services delivers a seminar annually to all Ward Members which includes an explanation of the Council's Highway Management principles focussing on "Whole Lifecycle Planning" to maximise the available budget.

2.4.2 This year's seminar was held on the 7<sup>th</sup> July 2021 following the all-out Borough Elections and will provides Members with the detail of the criteria used to develop the Indicative Works Programme.

2.4.3 Members are then invited to provide their suggestions regarding which unclassified roads in their Wards they would like to see repaired. These suggestions are assessed for suitability and, if they meet the criteria, the suggested street is included in the Indicative Highway Repair Programme.

2.4.4 The seminar also provides Ward Members with a review of the works delivered in the previous 12 months.

2.5.5 The Members seminar also gives an opportunity for Highway Services to provide information on customer feedback and discuss any key issues for the next 12 months.

### **3.0 Options considered and recommended proposal**

3.1 The Council has a statutory duty to maintain its highways through Section 41 of the Highways Act 1980.

3.2 The roads and footways included in the indicative Highway Repair Programme are determined by a scoring matrix, detailed in the Highway Asset Management Plan (HAMP). Cabinet Report September 2019.

3.3 The aim of this process is to prioritise sections of the highway for inclusion in the works programme that provide value for money, by repairing as much of the road network as possible, whilst taking a number of factors into consideration, as listed below. The criteria include:

- The condition of the road(s);
- The number of complaints received.
- The number of actionable defects (Potholes) identified.
- Input from highway inspections.
- The overall condition of the Ward's highways.
- Ward Member and Parish/Town Council priorities.

3.4 An Indicative Works Programme is formulated using the above adopted criteria. The proposed works locations are indicative as they could be affected by a number of factors including:

- Engineering difficulties
- Changes to funding levels
- Opportunities to coordinate with other Council Projects
- Unforeseeable essential statutory undertaker works
- The weather

3.5 The additional projects added to the indicative Highway Repair Programme will include the schemes shown in Appendix 2

### **4. Consultation on proposal**

4.1 The programme of works has been shared with the Cabinet Member Transport and Regeneration in accordance with the Highway Asset Management Strategy, Policy and Plan.

### **5. Timetable and Accountability for Implementing this Decision**

5.1 The Head of Highway Services is accountable for the development of the Highway Policy, Strategy and Plan and for ensuring the delivery of the Indicative Highway Repair Programme.

5.2 The timeframe for delivery may need some flexibility to allow road repairs suggested by local Councillors to be delivered. If roads are suggested in July following the Members Seminar that need to be delivered during school holidays or there are statutory undertakers works planned the road repairs

may be have to be delivered in the next financial year. This is not generally an issue but some flexibility for a small number of projects may be needed as delivery would not be determined by the Council.

## **6. Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)**

- 6.1 The majority of physical works are delivered by the Council's Highway Delivery Team. If any third parties are utilised then they would be procured in line with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.
- 6.2 These works are funded through the 2024 Roads Programme, which is being used to improve the condition of the Borough's unclassified road network. 2021/2022 is the second year of this four-year capital £24m investment. The works are either delivered by the Council's Highways Services, which provides revenue fee income to support the Directorate budget, or by sub-contractors costs. There is sufficient approved revenue budget in place to fund the resources delivering the programme of capital works.

## **7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

- 7.1 There are no specific legal implications associated with the individual programme but some projects within the programme will require legal assistance. For example, this may include the acquisition of land in third party ownership and development of Traffic Regulation Orders.

## **8. Human Resources Advice and Implications**

- 8.1 The programme of works will be delivered through existing staff resources. Specialist consultants will be used where required.

## **9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 A key element of the HAMP is to improve the condition of the highway network to enable accessibility and pedestrian safety for young and vulnerable road users.
- 9.2 The delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.

## **10. Equalities and Human Rights Advice and Implications**

- 10.1 An Initial Equality Screening has been undertaken.
- 10.2 The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to

provide any disadvantaged groups with equal opportunity to access all aspects of the network. The Indicative Pothole/Challenge Fund Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheel chairs user's equal access to the network.

- 10.3 All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the Indicative Pothole/Challenge Fund Programme. All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.
- 10.4 The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.
- 10.5 The Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.
- 10.6 The onsite works supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. The supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.
- 10.7 Good highway asset management enables the most efficient use of resources and minimises the disruption to all road users of the highway.

## **11. Implications for CO2 Emissions and Climate Change**

- 11.1 None

## **12. Implications for Partners**

- 12.1 Where statutory consultees (utilities, emergency services etc) are affected consultation takes place at the initiation of scheme design, similarly with partner authorities such as South Yorkshire Passenger Transport Executive (SYLTE) and SCR.
- 12.2 The Highway Service coordinates all requests for works on the highway in accordance with Street Manager to minimise disruption and allow the most efficient use of the available road space.

### 13. Risks and Mitigation

- 13.1. The highway network is accessed by residents, businesses and visitors to the Borough and the condition of the network influences resident's opinion of Rotherham and the confidence of businesses to invest in the Borough.
- 13.2 The projects identified in Appendix B are at varying stages of development. Elements of the design can change, or projects can become out of scope and undeliverable from a cost and engineering perspective. However, these risks will be managed using recognised project and programme management processes to continually monitor design and delivery to ensure available funding is not exceeded.
- 13.3 Failure to deliver the works detailed in the Indicative Pothole / Challenge Fund Programme could damage the Councils reputation with the DfT and risk future capital awards.

### 14. Accountable Officers

- 14.1 Colin Knight – Head of Service, Highways - 01709 822828 or [colin.knight@rotherham.gov.uk](mailto:colin.knight@rotherham.gov.uk)
- 14.2 Richard Jackson Highway Asset and Drainage Manager  
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Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

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