

Appendix D

Risk Assessment Form				
Scheme:	Planned Highway Maintenance Works			
Objective:	To undertake programmed maintenance work to preserve the asset, to provide a sustainable environment, to minimise cost over time, to add the community value to the network and to contribute to safety improvements for example skidding resistance and riding quality.			
Risk Category	Description	Likelihood of not being met	Impact	Response
Strategic	NIs (National Indicators) targets to improve the condition of roads and pavements may not be met. Corporate target to halt deterioration of condition of highway by eliminating backlog of repairs within specified period may not be met.	L M	H H	Accept – Programme objectives will help to meet NI targets Exploit – An opportunity to improve traffic flows and/or reduce congestion by reviewing existing traffic calming measures Accept – All Funding sources including Transport for London and Neighbourhood Renewal Funding needs to be exploited, in addition to consideration of Prudential Borrowing. Reduce – Timely co-ordination with other works and notifications to TfL for impact on Trunk London Road Network and Strategic Road Network, early programming and use of project management system and on-site monitoring will reduce disruptions and delays to residents and road users during works by contractors. Reduce – Promotion and reinforcement of key objectives and corporate plan with all staff
Operational	Lack of forward planning and poor performing contractors may lead to delays in implementation and increased inconvenience to residents.	L	H	Reduce – Procedures and monitoring in place to ensure that works are carried out to ensure value for money in the long term and minimise risks of financial irregularities. Reduce – Procedures in place to audit safety of works and current legislation adhered to and ongoing monitoring.
Staffing & Culture	Staff may not be aware of targets and objectives	L	H	Reduce – Promotion and reinforcement of key objectives and corporate plan with all staff
Financial	Inability to maintain works within allocated budget.	L	H	Reduce – Procedures and monitoring in place to ensure that works are carried out to ensure value for money in the long term and minimise risks of financial irregularities.
Compliance	Work outside relevant Legislation and council policies	L	H	Reduce – Procedures in place to audit safety of works and current legislation adhered to and ongoing monitoring.

Key to risk or impact H=high M=Medium L=Low

AREA ENVIRONMENT SUB COMMITTEES: HIGHWAYS PLANNED MAINTENANCE WORKS 2012/13		2012/13 Total Budget	Comments
APPENDIX C: PROVISIONAL DRAFT BUDGET 2012/13			
Budget Source	Description		
TfL 2011/12 programme:			
	Principal Road Maintenance	£945,000	Potential Schemes identified in Appendix A
	Local Transport Funding	£100,000	
	Corridors, Neighbourhoods and Supporting Measures	£3,729,000	Funding to include carriageway resurfacing and footway relay works among other measures
	Total Funds from TfL	£4,774,000	
	Capital:		
	Highways Planned Maintenance Programme	£3,000,000	Funding to include carriageway resurfacing and footway relay works
	Total	£3,000,000	Subject to approvals from: Cabinet Member for Environment & Transport ; Overview and Scrutiny Committee during February 2011
	Revenue:		
	Responsive Maintenance (Subject to Change)	£404,000	These figures are subject to change depending on Reactive Maintenance work undertaken in each area. Actual figures may vary. Subject to approvals from: Cabinet Member for Environment & Transport ; Overview and Scrutiny Committee during February 2011
	Total Revenue	£404,000	
	Section 106 Schemes (Subject to change)		Sums allocated are not exclusively to fund Highways Planned Maintenance Programme. Other Highway Improvements would also be funded from this budget
	Grand Total	£8,178,000	

Traffic Management Measures Review Process

Notification of Works

Residents will be given an initial 3 weeks notification of the scheduled resurfacing work to be undertaken on their road. The objective is to provide sufficient notice of the changes which will take place.

Consultation

The following groups will be contacted as part of the technical assessment process. They will be sent a feedback form asking for their opinions about the work which has taken place on their road. Other interest groups such as Public Transport services will also be contacted, where applicable:

- **Residents** – The re-assessment of traffic management measures in a particular road will raise some concerns of local residents. Residents will have an opportunity to voice their opinions via the residents feedback form. The Officer responsible for the Traffic Management Review will include these as part of the technical assessment process.
- **Ward Members** – The views of the local Councillors will be taken into consideration as part of the technical assessment process. Councillors will also be sent a Feedback form requesting their views.
- **Chairman of the relevant Area Environment Sub Committee**
- **Emergency Services** – The Police, Fire Brigade and Ambulance Services will be contacted for their views on how the traffic management measures affect their ability to respond to emergencies and/or deliver vital services.

All consultees will be given time to pay particular attention to the highway conditions both pre and post works before consultation returns are requested.

Technical Assessment

The Technical Assessment will assess whether the removed traffic management measures continue to address the original safety / movement objectives. This will consist of a pre-speed survey, which will be conducted prior to the resurfacing and a post speed survey. These surveys will allow a comparative analysis to be undertaken to show how the removal of the measures affect the average speed of vehicles travelling along the road. Accident data, recorded by the Metropolitan Police Service, is collated to show how many personal injury accidents have taken place over the past three years. The views of the residents, ward members and emergency services will also be included in the Technical Assessment. There will be a presumption not to re-provide any measures that cannot show any quantifiable benefit to the community.

Report and Decision

The Interim Director of Environment, Planning and Regeneration will present a synopsis of the Officer findings, including the Traffic Management Review results

and will make recommendation to the Lead Member for Environment, Planning & Regeneration for a decision.

Informing Residents of the Decision

Residents will be informed of the decision through a letter drop to all residents that returned a completed questionnaire.