APPENDIX 4

TRANSPORT ASSET MANAGEMENT PLAN - MAINTENANCE MANAGEMENT POLICY DOCUMENTS

INDEX OF CHAPTERS

East Sussex County Council
eastsussex.gov.uk

CIRCULATION LIST

	No of Copies
Director of Communities, Economy and Transport	1
Assistant Director Communities, Economy & Transport	1
East Sussex Head of Highways	1
Legal & Community Services – Insurance Section	1
East Sussex Highways Team Managers	1

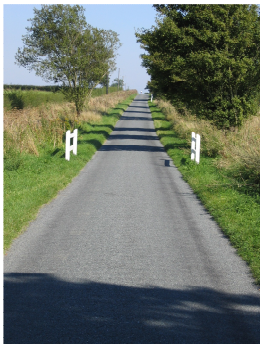
TABLE OF CONTENTS

Register of Amendments

Reference	Amendment Date	Updated By
Chapter 5	December 2012	Asset Management – Defect response category 1.2 (1b) changed from 24hrs to 5 days. Decision approved by Lead Member 10 December 2012.
Chapter 5	July 2014	Senior Policy Officer, Asset Management – amendment to intervention level on 4 & 5 link footway and link access footway due to typed error. Covers and grating level difference now reads 'higher / lower by 25mm (as trip)' instead of 'higher / lower by 20mm (as trip)'.
Chapter 5	July 2015	Senior Policy Officer, Asset Management – Defect names changed to categories 1.1, 1.2 and 2 to reflect internal systems; relevant inspection tables updated. Inclusion of 'Enquiries by the public'.
Chapter 5	April 2016	Chapter 5 superseded by new Highway Asset Inspection Guidance Document. Approved by the Lead Member for Transport & Environment on 18 April 2016. All Intervention levels now contained electronically in Highway Steward tablets. <link>
Chapter 2	April 2016	Section 1.b 'Cyclic Maintenance Standards – Gully Emptying, Drain Cleaning and Minor Repairs' superseded by new Highway Drainage Maintenance Policy. Approved by Lead Member for Transport & Environment on 18 April 2016. <link>
Chapters 7 and 8	October 2017	Chapters 7 and 8 rescinded by Lead Member for Transport and Environment <link>
Chapter 2 section 1a	May 2018	Chapter 2, section 1a regarding routine verge maintenance rescinded by the Lead Member for Transport and Environment <link>
Parts of chapter 2 and chapter 6	November 2018	Chapter 2 section detailing Carriageway and Footway Warning Levels and Chapter 6 Guidance Notes on SCRIM and Skidding Resistance rescinded by the Lead Member for Transport and Environment <link>

TRANSPORT ASSET MANAGEMENT PLAN
-
MAINTENANCE MANAGEMENT POLICY DOCUMENTS

GUIDELINES FOR DETERMINING APPROVED MAINTENANCE HIERARCHIES FOR ROADS AND FOOTWAYS



CHAPTER ONE

INTRODUCTION

Under section 58(2) of the Highways Act[1] the highway authority has a special defence against an action for damages for non-repair of a highway, if the following criteria have been considered;

(a) the character of the highway, and traffic which was reasonably to be expected to use it;
(b) the standard of maintenance appropriate for a highway of that character and used by such traffic;
(c) the state of repair in which a reasonable person would have expected to find the highway;
(d) whether the highway authority knew, or could reasonably have been expected to know, that the condition of the part of the highway to which the action relates was likely to cause danger to users of the highway;
(e) where the highway authority could not reasonably have been expected to repair that part of the highway before the cause of action arose, what warning notices of its condition had been displayed;

This section defines the principles of the maintenance hierarchies adopted in by this Highway Authority for roads, footways (pavements) and cycle ways in consideration of (a) above.

MAINTENANCE HIERARCHY

Maintenance hierarchies have been adopted for both roads (carriageway) and footways based on 'Well-maintained Roads Code of Practice for Highway Maintenance Management'[2], which recommends that hierarchies for maintenance should be developed to support corporate goals, local transport plans and network management policies. The Road and Footway categories have been determined in the following manner.

1 Road Maintenance Categories

The Code of Practice[2] defines road maintenance categories as follows:-

Category	Hierarchy Description	General Description
1	Motorways	Limited access motorway regulations apply
2	Strategic Route	Trunk and some Principal 'A' roads between primary destinations.
3a	Main Distributor	Major Urban Network and Inter-Primary Links. Short–medium distance traffic.
3b	Secondary Distributors	Classified road (B and C class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions.
4a	Link Roads	Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions.
4b	Local Access Roads	Roads serving limited numbers of properties carrying only access traffic.

Determination of Road Hierarchy

The Code of Practice[2] recommends that hierarchies should take into account current and expected traffic characteristics and use, while having regard to Local Transport Plans.

The Local Transport Plan 2006-2011[3] contains a road hierarchy which:-

- takes account of the needs of all road users;
- ensures that traffic uses roads appropriate to its journey purpose and trip length;
- seeks to concentrate large volumes of traffic, particularly Heavy Goods Vehicles on the main roads and away from the more sensitive roads;
- enables local roads to be developed to give greater priority to pedestrians, shoppers and local residents;
- provide a greater opportunity to preserve the rural environments, often characterised by country lanes, and pedestrian orientated 'home zones' that place pedestrians at the op of the user hierarchy.

Development of the hierarchy considered all the County's roads against a range of criteria to establish their functionality and classification within the hierarchy. This criteria included traffic flow, maintenance requirements and suitability for use by public transport, cycling and walking.

The Road Maintenance Hierarchy is based on the East Sussex Road Network contained within the Local Transport Plan[3]. The following table compares the East Sussex Road Network with the maintenance hierarchy in the Code of Practice:-

Category	Road Maintenance Hierarchy Description	East Sussex Road Hierarchy General Description
1	Motorways	Category 1 is not applicable to East Sussex
2	Strategic Route	Primary Route
3a	Main Distributor	Inter Urban Routes
3b	Secondary Distributors	Intra-Urban Roads
		Intra-Rural Roads
4a	Link Roads	Business / Industrial Roads
		Residential Roads
		Village Roads
4b	Local Access Roads	Country Lanes
		Minor Urban Roads
		Minor Rural Roads

2 Footway Hierarchy

The Code of Practice[2] defines road maintenance categories as follows:-

Category	Hierarchy Description	General Description
1a	Prestige Walking Routes	Very busy areas of towns and cities with high public use and street scene contribution.
1	Primary Walking Routes	Busy urban shopping and business areas and main pedestrian routes.
2	Secondary Walking Routes	Medium usage routes through local areas feeding into primary routes, local shopping centres etc.
3	Link Footways	Linking local access footways through urban areas and busy rural footways.
4	Local Access Footways	Footways associated with low usage, short estate roads to the main routes and cul-de-sacs.

Determination of Footway Hierarchy

Guidance within the Code of Practice[2] as to how footways should be assigned in a particular category within the hierarchy states that this should be a matter for local discretion. However, the following issues should be taken into consideration:

- pedestrian volume;
- current usage and proposed usage;
- accident and other risk assessment;
- age and type of footway (e.g. old flagged footways may require more frequent inspection than newly laid); and
- character and traffic use of adjoining carriageway.

The footway hierarchy should also have regard to any network of 'housing footways', serving housing estates or related development, which may be un-adopted as public highways but maintained separately by the authority. Users will make no distinction and will consider the footway network as a whole.

It may be possible to introduce a method of categorising footways by their pedestrian volume, however, this data is not available at present and therefore the following guidelines have been developed to produce a consistent footway hierarchy.

FOOTWAY HIERARCHY DESCRIPTIONS	
Category	***Definition***
1a	**Prestige Walking Routes** It is considered that there are no walking routes within East Sussex that have very high public use and street scene contribution.
1	**Primary Walking Routes** These shall include those shopping areas considered to be the main shopping areas within an urban area, the extent of which shall have been determined by local knowledge.

FOOTWAY HIERARCHY DESCRIPTIONS

Category	*Definition*
2	**Secondary Walking Routes** These include sections of footway which encompass; • Local shopping areas; • Where there is high density tourist traffic; • Main pedestrian routes between main shopping areas and tourist attractions; • Main routes between main shopping areas and bus/railway stations and footways adjacent to these establishments.
3	**Link Footways** In urban areas these include; • urban twittens; • housing estates and cul-de-sacs; • and all other footways not included in categories 1 and 2 above. In rural areas these also include; • local shopping areas; • where there is high density tourist traffic may occur.
4	**Local Access Footways** In urban areas these include; • surfaced urban 'public footpaths' ; In rural areas these shall include • All other rural footways not included in category 3 above

Urban Area Designation

Urban areas will be those defined in the County Structure Plan[4] and listed in Appendix 1, and shall extend to the 'Town' boundary sign.

Rules On Categorising Footways

Footway categories may vary from one side of the road to the other, as well as along a section of road it is therefore difficult to issue comprehensive guidelines on how to categorising footways as local knowledge will be paramount. However, the following simple rules were adopted.

1. Changes in category should not occur arbitrarily along a section of road. A main shopping area may abruptly end, but from the perspective of the public a change in inspection frequency or maintenance standards will not be discernible. Where possible a change in category should occur at a convenient location easily located on the ground, at the nearest junction or where a junction occurs opposite the footway in question. In rural areas the change can occur where the speed limit changes.

2. Where an overlap may occur between two categories (i.e. where footways meet at junctions) then the higher category shall apply.

3. Different categories of footway can occur on either side of the road (i.e. where local shops occur), however, where practical this should be avoided.

3 Cycleway Hierarchy

Cycleway categories may not generally be the same as adjacent footways or roads. The following have been adopted and are based on the Code of Practice recommendations;

Category	Hierarchy Description	
A	Cycle lane	forming part of the carriageway, commonly 1.5 metre strip adjacent to the nearside kerb. Cycle gaps at road closure point (no entries allowing cycle access).
B	Cycle track	a highway route for cyclists not contiguous with the public footway or carriageway. Shared cycle/pedestrian paths, either segregated by a white line or other physical segregation, or un-segregated.
C	Cycle trails	leisure routes through open spaces. These are not necessarily the responsibility of the highway authority, but may be maintained by an authority under other powers or duties.
Notes 1 Cycleways shall only be routes clearly identified by traffic signs taken from Schedule 5 of the Traffic Signs Regulations[5]		

ADOPTION OF CARRIAGEWAY, FOOTWAY & CYCLEWAY MAINTENANCE HIERARCHIES

Separate sets of plans showing the road and footway hierarchies are held by Network offices and are coloured using the following keys;

1 Road Hierarchy

Category	Description	Colour
2	Strategic Routes.	Blue
3a	Main Distributors	Green
3b	Secondary Distributors	Pink
4a	Link Roads	Orange
4b	Local Access Roads	Not coloured

Where maintainable highways are not shown on the plans than the highway is considered to be in Category 4b.

2 Footway Hierarchy

Category	Description	Colour
Urban Areas		
1	Primary Walking Routes	Blue
2	Secondary Walking Routes	Green
3	Link Footway	Pink
4	Link Access Footway	Not coloured
Rural Areas		
3	Link Footway	Pink
4	Link Access Footway	Not coloured

Where maintainable footways are not shown on the plans than the footway is considered to fall in the lowest category in the respective urban or rural areas.

MAINTENANCE AND UPDATING OF CARRIAGEWAY, FOOTWAY AND CYCLEWAY MAINTENANCE HIERARCHIES

1 Minor Amendments

Minor amendments to a hierarchy may be instigated by the Highway Network Manager in consultation with head office, where changes occur in the network which affect the character of a carriageway, footway or cycleway.

2 Major Review of Hierarchies

A major review of all the hierarchies shall be undertaken to coincide with the updating of the Local Transport Plan.

Bibliography

1 Highway Act 1980 published by The Stationery Office

2 Well-maintained Highways - Code of Practice for Highway Maintenance Management published in 2006 by the Roads Liaison Group

3 Local Transport Plan 2006-20011 published in 2006 by East Sussex County Council

4 County Structure Plan 1991 - 2011, Background Papers for Urban and Rural Areas.

5 The Traffic Signs Regulations and General Directions 2004 published by The Stationery Office

URBAN AREAS TAKEN FROM COUNTY STRUCTURE PLAN 1991-2011

Urban Area	District/Borough
Eastbourne	Eastbourne
Hastings	Hastings
Lewes	Lewes
Newhaven	Lewes
Peacehaven/Telscombe Cliffs/Saltdean	Lewes
Seaford	Lewes
Battle	Rother
Bexhill	Rother
Rye	Rother
Crowborough	Wealden
Hailsham	Wealden
Heathfield	Wealden
Polegate	Wealden
Uckfield	Wealden
Willingdon	Wealden

TRANSPORT ASSET MANAGEMENT PLAN
-
MAINTENANCE MANAGEMENT POLICY DOCUMENTS

MAINTENANCE STANDARDS & WARNING LEVELS

CHAPTER TWO

East Sussex County Council
eastsussex.gov.uk

INTRODUCTION

Under section 58(2) of the Highways Act[1] the highway authority has a special defence against an action for damages for non-repair of highway, if the following criteria have been considered;

(a) the character of the highway, and traffic which was reasonably to be expected to use it;
(b) the standard of maintenance appropriate for a highway of that character and used by such traffic;
(c) the state of repair in which a reasonable person would have expected to find the highway;
(d) whether the highway authority knew, or could reasonably have been expected to know, that the condition of the part of the highway to which the action relates was likely to cause danger to users of the highway;
(e) where the highway authority could not reasonably have been expected to repair that part of the highway before the cause of action arose, what warning notices of its condition had been displayed;

This section defines the maintenance standards approved by this Highway Authority for roads, footways and cycleways in consideration of (b) and (c) above.

MAINTENANCE STANDARDS

The main reference document for maintenance standards is the 'Well-maintained Roads Code of Practice for Highway Maintenance Mangement[2]', which contain national standards that have been established after research and represent a range of values, thus enabling a highway authority to select standards appropriate to its policies and local circumstances.

The maintenance standards and warning levels which follow have been grouped into the county's maintenance budget headings for ease of reference.

1. *Routine Maintenance*

Cyclic Maintenance

These can be grouped into the following types of work:-

a. ***Gully Emptying, Drain Cleaning and Minor Repairs***

The emptying of gullies and catchpits and hydraulic jetting of gully connections and drain runs, and minor repairs to gullies catchpits, grip clearing and cleaning gully tops and the drainage system.

b. ***Traffic Signs***

The cleaning of traffic signs.

Please note the Gully Emptying, Drain Cleaning and Minor Repairs policy highlighted below, has been superseded by a new Highway Drainage Policy and can be located here

2. *Preventative and Structural Maintenance*

Preventative and structural maintenance although two separate types of work are, for the purposes of setting maintenance standards, interlinked. If preventative maintenance is not undertaken at a certain stage in the life of a carriageway or footway then at a later stage more expensive structural maintenance measures will have to be undertaken.

There are two different types of standard which can be set for carriageway or footway, these are;

1. *Warning Levels*

These are an engineering measurement and are used as a method for prioritising work on a needs basis, within the resources available.

2. *Intervention Levels*

These are levels at which intervention needs to be considered and can include the size of particular defects which the highway authority would be expected to take immediate action to make safe. These can be found in **TAMPMMPD-04 - Guidance Notes for Inspectors when Undertaking 'Safety' Inspections**.

a. Carriageways

There are a number of modes of deterioration for carriageways with the condition being measured in the following ways;

(i) Loss of Anti-skid Surfacing

The loss or stripping off of anti-skid material which has normally been laid at sensitive locations.

(ii) Surface Fatting Up

The surface of the road becoming bitumen rich. This can occur due to a combination of excess bitumen migrating to the surface with the aggregate moving below the surface.

(iii) Heavy Crazing/Cracking

The cracking and coarse crazing of the surface leading to the ingress of water into the road foundation.

(iv) Pushing/Rutting and Deformation

This is the pushing of the top surface due to the action of the vehicles. The formation of ruts or channels in the wheel tracks and deformation due to a week foundation.

(v) Minor Potholing

Extensive areas of minor potholing which would not be identified within the safety inspections as a category 1 defect.

(vi) Verge Damage

Excessive damage to the verge by overriding of vehicles.

(vii) Drainage Competence

Ponding of water on the surface showing either inadequate drainage or poor vertical alignment.

(viii) Road Marking Visibility

The loss of road markings at junctions and solid white lines in the centre of the road.

b. Footways & Kerbs

There are a number of modes of deterioration for footways;

(i) Cracked/Broken Paving Slabs

Extensive cracked or broken slabs.

(ii) Heavy Crazing/Cracking Blacktop Footway

The cracking and coarse crazing of the surface leading to the ingress of water into the road foundation.

(ii) Displaced Kerbs

Lengths of kerbs which have been displaced.

The following are the warning levels for each category of footway taken from the footway hierarchy[2],

c. *Drainage*

The objective of highway drainage is supporting the principal objectives of structural maintenance by ensuring that surface water is removed from the carriageway as quickly as possible and not allowed to pond or penetrate to the foundations of the road.

d. Roadmarkings and Roadstuds.

Maintenance and replacement of the existing roadmarkings and roadstuds.

ROADMARKING AND ROADSTUD - MAINTENANCE STANDARDS

Replacement due to Maintenance Works

i. Temporary warning signs must be provided where mandatory markings are removed and shall be retained until the permanent markings have been replaced.

ii. Markings and road studs should be replaced as soon as economically practicable after completion of the surfacing works, but not more than 28days.

e. Traffic Signs (non-illuminated)

Maintenance and replacement of the existing non-illuminated traffic signs and bollards.

TRAFFIC SIGNS (NON-ILLUMINATED) - MAINTENANCE STANDARDS

	Description	Standard
I	Cleaning	When required
ii	Replacement and repair of signs and bollards	The speed of permanent repair or replacement will depend on the degree of danger.
iii	Painting of fingerposts, supports and frames	When required (condition reported when cleaned) but not exceeding 10 years interval

f. Fences, Barriers and Walls

Those safety barriers, pedestrian barriers, fences and small retaining walls owned by the Highway Authority.

FENCES, BARRIERS AND WALLS - MAINTENANCE STANDARDS

	Description	Standard
i.	Painting	When required
ii	Cleaning	This is only expected to occur where safety barriers or guard railings are being used in lieu of chevron warning signs.

Note

1 A small retaining wall has a retained height less than 1.0m

3 *Structural Maintenance*

The standards and warning levels for carriageway and footway works are the same as for preventative maintenance.

4 *Winter Maintenance*

The main reference document for national standards is the Winter Maintenance Chapter to the Code of Practice[2].

Detailed arrangements for winter maintenance are published annually by the Transport and Environment department within a Winter Service Policy & Plan. This document sets out the standards for salt, plant and vehicles, weather information, performance monitoring and communications. The following is a summary of the main standards adopted:-

WINTER - MAINTENANCE STANDARDS

Precautionary Salting Roads

The following categories of road will be included within the schedule of routes to be precautionary salted:

Category 2	-	Strategic Routes
Category 3A	-	Main Distributors
Category 3B	-	Secondary Distributors
Category 4A	-	Link Road

Precautionary Salting Response and Treatment Times

Response Time

1 hour — period between a decision being taken to begin treatment and vehicles leaving the depot

Treatment Time

3 hours — period vehicles leaving the depot and the completion of treatment on all priority routes.

This authority aims to:

(i) complete precautionary salting of priority carriageways by 7.30am.

These targets are designed to ensure that precautionary salting is completed before the morning rush hour, but there will be occasions when weather conditions dictate otherwise.

Weather Forecast

This shall include as a minimum the following requirements:-

(i) a detailed 24 hour road weather forecast;
(ii) a 2 to 5 day forecast for planning purposes;
(iii) a 24 hour Consultancy service;
(iv) the timing of forecasts to ensure that they meet the authority's decision making needs.

Road Danger Warnings are also to be received in October and April

5 Traffic Signals

The following standards have been adopted for traffic signal and signalised pedestrian crossings;

TRAFFIC SIGNAL - MAINTENANCE STANDARDS

	Description	Standard
i	Lamp changing	Lamps are changed at 6 monthly intervals
ii	Mechanism/Electrical	Annually or when a fault is suspected
iii	External cleansing	6 monthly or when a fault is suspected
iv	Fault logging	Daily

Notes

1. Remote monitoring systems linked to controllers via telephone lines report most faults which can occur.

[1] For the definitions of footway and road hierarchies see TAMPMMPD-02 - Guidelines for Determining Approved Maintenance Hierarchies for Roads, Footways and Cycleway.

TRANSPORT ASSET MANAGEMENT PLAN
-
MAINTENANCE MANAGEMENT POLICY DOCUMENTS

INSPECTION FREQUENCIES

CHAPTER THREE

INTRODUCTION

Under section 58(2) of the Highways Act[3] the highway authority has a special defence against an action for damages for non-repair of a highway, if the following criteria have been considered;

(a) the character of the highway, and traffic which was reasonably to be expected to use it;
(b) the standard of maintenance appropriate for a highway of that character and used by such traffic;
(c) the state of repair in which a reasonable person would have expected to find the highway;
(d) whether the highway authority knew, or could reasonably have been expected to know, that the condition of the part of the highway to which the action relates was likely to cause danger to users of the highway;
(e) where the highway authority could not reasonably have been expected to repair that part of the highway before the cause of action arose, what warning notices of its condition had been displayed;

This section defines the frequencies of inspections within East Sussex in consideration of (d) above.

URBAN AREA DEFINITION

Urban areas are those as defined in the County Structure Plan[4] and listed in Appendix 1 of **TAMPMMPD - 01**, and shall extend to the 'Town' boundary sign.

CARRIAGEWAY, FOOTWAY AND CYCLEWAY INSPECTIONS

1 *Carriageway Inspections*

The following safety inspection frequencies for carriageways have been adopted by East Sussex and are based on the starting point of the Code of Practice[5], with local consideration given to the inspection frequencies;

Road Category	Description	Frequency of Inspection	Lenience
2	Strategic Routes	Once per month	3 working days
3a	Main Distributor	Once per month	3 working days
3b	Secondary distributor	Once per month	3 working days
4a	Link Roads	Once every six months	One Week
4b	Local Access Roads – Urban	Once every six months	One Week
	Local Access Roads – Rural	Once every year	Two Weeks

Notes

1. For a more detailed explanation of the road hierarchy see **TAMPMMPD – 01.**
2. The dates between inspections shall be subject to the 'frequency of inspections' plus or minus the stated 'lenience'. The survey period will revert to the initial inspection period should a lenience occur.
3. Where there are long intervals between inspections, action will be necessary immediately following any public complaint.

2 *Footway Inspections*

The following safety inspection frequencies for footways have been adopted by East Sussex and are based on the starting point of the Code of Practice[5], with local consideration given to the inspection frequencies;

Footway Category	Description	Frequency of Inspection	Lenience
1a	Prestige Areas	Once per month	3 working days
1	Primary Walking	Once per month	3 working days
2	Secondary Walking Routes	Once every three months	3 working days
3	Link Footway	Once every six months	One Week
4	Link Access Footway	Once a year	Two Weeks

Notes

1. For a more detailed explanation of the footway hierarchy see **TAMPMMPD– 01.**
2. The dates between inspections shall be subject to the 'frequency of inspections' plus or minus the stated 'lenience'. The survey period will revert to the initial inspection period should a lenience occur.
3. Where there are long intervals between safety inspections, action will be necessary immediately following any public complaint.

3 *Cycleway Inspections*

The following safety inspection frequencies for cycleways have been adopted by East Sussex and are based on the recommendations of the Code of Good Practice[5] above, with consideration also given to the inspection frequencies of neighbouring highway authorities;

Cycleway Category	Description	Frequency of Inspection	Lenience
A	Cycle lane	As Contiguous Road	As Contiguous Road
	Cycle gap	As Contiguous Road	As Contiguous Road
B	Cycle track	Once every six months	One Week
	Shared cycle/pedestrian paths	As Contiguous footway	As Contiguous Road
C	Cycle trails	Once every year	Two Weeks

Notes

1. For a more detailed explanation of the cycleway hierarchy see T**AMPMMPD–01**.
2. The dates between inspections shall be subject to the 'frequency of inspections' plus or minus the stated 'lenience'. The survey period will revert to the initial inspection period should a lenience occur.
3. If due to the character of the cycleway changing category anywhere along its length, then a higher inspection frequency may be adopted to ensure that all of the cycleway is inspected at the same time.
4. Where there are long intervals between safety inspections, action will be necessary immediately following any public complaint.

4 *Schedule of Inspections*

Schedules of roads, footways and cycleways has been produced by each Network office to comply with these inspection frequencies and are retained at the Network offices.

5 *Inspection Records*

All repairs shall be recorded and details retained for a minimum of 6 years.

HIGHWAY TREES

The following standards have been adopted:-

i	All highway trees within and adjoining the highway should be inspected for dangerous conditions once every two years. The inspection shall be planned that it will alternate between when the trees are dormant and in full growth.

SMALL CULVERTS, MANHOLES AND PIPED DRAINAGE SYSTEMS

1 *Definitions*

For the purposes of inspection frequencies the following definitions have been adopted;

a) A small culvert is a pipe with a clear opening less 1.0 metre

Where a culvert has a clear opening greater than this it is deemed a structure, see Bridge Maintenance

2 *Inspections*

SAFETY BARRIERS, PEDESTRIAN GUARDRAILS AND SMALL RETAINING WALLS

1 *Definitions*

For the purposes of inspection frequencies the following definitions have been adopted;

a) A small retaining wall has a retained height less than 1.0 metre.

Where a retaining wall has a height greater than this it is deemed a structure, see Bridge Maintenance

2 *Inspections*

i	Safety barriers and pedestrian guardrails visually inspected when required but not less than at 2 year intervals.
ii	Small retaining walls visually inspected when required but not less than at 2 year intervals.
Notes	
1	Inspection frequencies only applicable to safety barriers, pedestrian guardrails and small retaining walls maintained by the highway authority.

BRIDGE MAINTENANCE

1 *Definitions*

For the purposes of inspection frequencies the following structure definitions have been adopted;

a) A culvert has a clear span greater than or equal to 1.0 metre and less than 3.0

b) A bridge has a clear span greater than or equal to 3.0 metres

c) A retaining wall is considered a structural wall when the retained height is greater than or equal to 1.0 metre.

The above does not include bridges on the rights of way network.

2 *Inspections*

The following inspections are undertaken in accordance with BD63/94[6] and the Management of Structures - A Code of Practice[7].

a. *General Inspection*

Representative parts a structure are inspected by engineering staff at the following intervals;

Description	Frequency of Survey
Bridges, Tunnels, Subways and Culverts	once every 14 months
Retaining walls	once every two years

b. *Principal Inspections*

Close examination of all parts of the structure and a report on its condition carried out by engineering staff at the following intervals

Description	Frequency of Survey
Major Structures and all those over railways	once every six years
All other bridges	once every ten years

2 *Assessments*

In addition to the national loading standards to BD 21/93[8] the carrying capacity for typical Abnormal Load configurations will also be undertaken on each bridge.

ROADMARKINGS AND ROADSTUDS

The following standards have been adopted:-

	Description	Standard
i	Roadstuds scouted for reflectivity	once a year prior to autumn/winter at night

Notes

1. Inspection of roadmarkings and roadstuds will be undertaken at the same time, with reflectivity measured purely as loss of markings and studs.

TRAFFIC SIGNAL MAINTENANCE

The following standards have been adopted:-

	Description	Standard	Lenience
1.	Scouting for illumination	No standard (see note 1)	---
2.	Internal inspection and cleaning	Annually or when required	One month
3.	Checking on phasing	3 monthly	Two weeks
4.	Checking on alignment	3 monthly	Two weeks
5.	Mechanism/Electrical	Annually or when a fault is suspected	---

Notes

1. Remote monitoring systems linked to controllers via telephone lines report most faults that can occur.
2. The dates between inspections shall be subject to the 'frequency of inspections' plus or minus the stated 'lenience'. The survey period will revert to the initial inspection period should a lenience occur.

TRANSPORT ASSET MANAGEMENT PLAN
-
MAINTENANCE MANAGEMENT POLICY DOCUMENTS

STANDARDS FOR CATEGORY 1 DEFECTS

CHAPTER FOUR

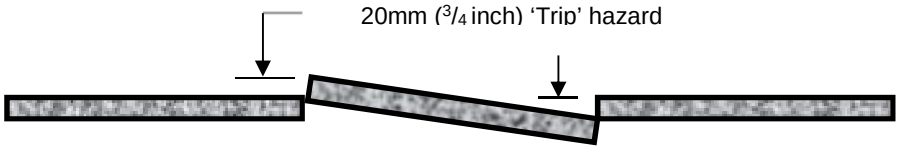
East Sussex County Council
eastsussex.gov.uk

INTRODUCTION

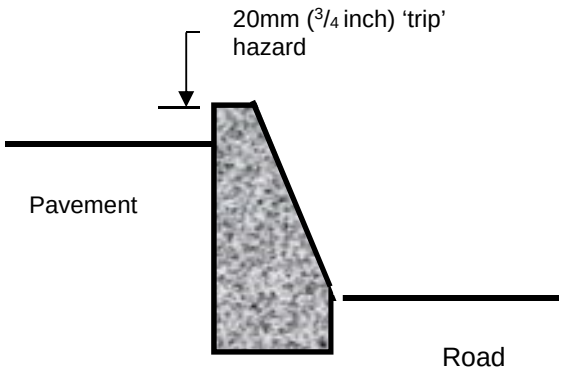
This chapter defines the standards required for maintenance for category 1 defects which constitute a real hazard to public safety and should be repaired within 24 hours, the performance of which is monitored.

PAVEMENTS, KERBS & BLACKTOP/TARMAC PAVEMENTS

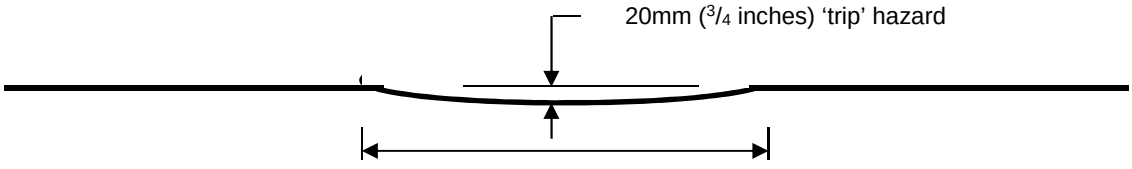
In defined Primary and Secondary Walking routes[9] where the adopted inspection frequency is the same, repairs will be carried out when a 'trip' hazard of 20mm ($^3/_4$ inch) is either found through our regular safety inspections or where the fault is reported to us by members of the public. For blacktop or tarmac pavements the 'trip' hazard is defined as 20mm ($^3/_4$ inch) or more in depth and less than 600mm (2 feet) in width or length.



PAVED OR SLAB PAVEMENTS



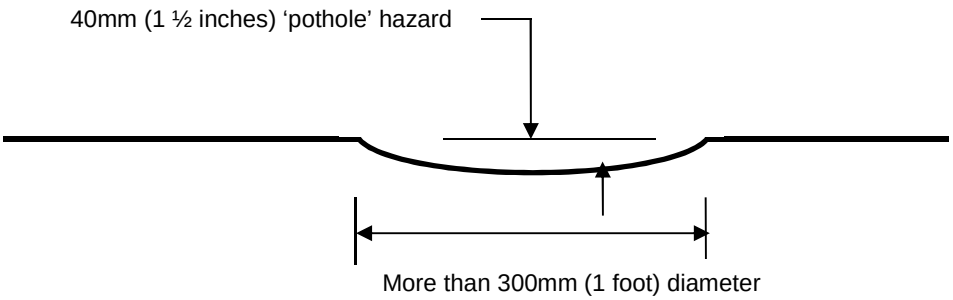
DISPLACED KERBS



BLACKTOP PAVEMENT

ROAD OR CARRIAGEWAY

On Strategic Routes, Main and Secondary Distributors where the adopted inspection frequency is the same. Repairs will be carried out where a 'pothole' hazard of 40mm (1 ½ inches) or more in depth and with an equivalent diameter of 300mm or over, is either found through our regular safety inspections or where the fault is reported to us by members of the public.



ROAD SURFACE

IN ALL AREAS

The following is a schedule of deficiencies to be identified during safety inspections:-

- Missing regulatory signs.
- Missing ironwork covers or gratings.
- Damaged safety fences/barriers impeding the highway or footway.
- Damaged signs/street furniture which overhang the highway or footway and which are likely to collapse.
- Loose road studs
- Cracks in footways/cycleways wider than 25mm (1 inch) and longer than 300mm (1 foot).

Please note the following Chapter 5 has been superseded by a new Highway Asset Inspections Guidance Document. The link can be found here.

TRANSPORT ASSET MANAGEMENT PLAN
-
MAINTENANCE MANAGEMENT POLICY DOCUMENTS

GUIDANCE NOTES FOR INSPECTORS WHEN UNDERTAKING SAFETY INSPECTIONS

CHAPTER FIVE

East Sussex County Council
eastsussex.gov.uk

Appendix 1

Issue Date: April 2007 – Revised November 2018

Bibliography

[1] Highways Act 1980 published by The Stationery Office

3 Highways Act 1980 published by The Stationery Office.

4 County Structure Plan 1991 - 2011, Urban and Rural Background Papers.

5 Well- maintained Highways Code of Practice for Highway Maintenance Management published in 2005 by the Roads Liaison Group

6 Department of Transport Design Manual for Roads and Bridges Volume 3 - BD 63/94 - Inspection of Highway Structures

7 Management of Highway Structures - A Code of Practice published in 2005 by the Roads Liaison Group

8 Department of Transport Design Manual for Roads and Bridges Volume 3 - BD 21/93 - The Assessment of Highway Bridges and Structures

[9] For the definitions of footway and road hierarchies see TAMPMMPD-02 - Guidelines for Determining Approved Maintenance Hierarchies for Roads, Footways and Cycleway.

EAST SUSSEX COUNTY COUNCIL

LEAD MEMBER - TRANSPORT AND ENVIRONMENT
POLICY SUMMARY

MAINTENANCE OF FOOTWAYS - MATERIALS	**PS 7/3**

Purpose of Policy
To make maximum use of the financial resources available.

Specific Policies

1. Footway maintenance shall be carried out in accordance with the standards as laid down in the Transport Asset Management Plan Maintenance Management Policy Documents. *

2. The budget for the reconstruction of footways shall be based upon the use of blacktop materials.

3. A three to five year reconstruction programme shall be drawn up so that it's impact on conservation areas can be discussed with the local Planning Authorities.

4. In conservation areas of more than local importance (see page 2), surface finishes other than black bituminous materials will generally be specified subject to

   (a) funds being available within the annual maintenance budget, or
   (b) the difference in whole life costing between the special surface and bituminous material being contributed by another source, e.g. District Council or Amenity Group or Local Residents.

/Continued overleaf

* See Policy statement PS 7/1.

Supporting Statement

Black bituminous material is by far the most economical form of footway surfacing. Special materials such as paving slabs, coloured concrete, paving bricks or blocks etc. are more costly to lay and maintain and are less capable of resisting the effects of vehicles mounting the footway.

References - Further Information		Date of Approval
H&T Committee - 22 September 1981	Agenda Item 8.25	22.09.1981
H&T Committee - 13 December 1983	Agenda Item 6.27	13.12.1983
H&T Committee - 20 March 1984	Agenda Item 8.25	20.03.1984
T&E Committee - 03 June 1997	Agenda Item 11	03.06.1997
T&E Committee - 10 March 1998	Agenda Item 6	10.03.1998
Lead Member Meeting – 26 March 2007	Agenda Item 6	26.03.2007
Lead Member Meeting – 15 October 2007	Agenda Item 14	15.10.2007

MAINTENANCE OF FOOTWAYS – MATERIALS – CONT'D **PS 7/3**

Specific Policies (continued)

5. The Local Planning Authority shall define which streets in their areas are in the conservation areas of more than local importance and shall submit schedules of these to the County Council's Transport and Environment Department for consideration.

6. The Local Planning Authority shall be notified of proposed footway reconstruction in conservation areas which cannot be specifically funded by the Highway Authority to determine if they would wish to meet the additional costs of using a different surfacing material and its subsequent maintenance.

Conservation Areas of More than Local Importance
The following conservation areas of more than local importance were agreed at the Lead Member Meeting of the 15 October 2007:

Borough/District	**Streets within Pilot Area**
Eastbourne	- Meads Street
Hastings	- Norman Road, East Ascent, Maze Hill & Kenilworth Road
Lewes	- Western Rd (Irelands Lane to High Street), High Street (Western Rd to Friars Walk).
Wealden	- High Street, Alfriston
Rother	- Citadel Area of Rye taken to be the following streets:-Watchbell Street, Church Square, Mermaid Street, Market Street, West Street, East Street, Conduit Hill, East Cliff, High Street & The Mint

EAST SUSSEX COUNTY COUNCIL

TRANSPORT AND ENVIRONMENT - POLICY SUMMARY

CYCLING	**PS5/2**

Purpose of Policy

To assist the activity of cycling whilst giving a high priority to safety measures.

Specific Policy

1. Expenditure on facilities for cyclists will be made from within existing budgets.

2. Safety measures will betaken as the first priority for any expenditure by the County Council or its agents on measure to assist cyclists.

3. Subject to [1] and [2], cycle routes will be established in urban areas where sufficient demand is demonstrated and to encourage cyclists away from heavily trafficked areas.

4. The specific needs of cyclists will be taken into account in the road maintenance programme.

5. Subject to [1] and [2], the provision of wide carriageway margins and white edgelines will be made where possible on rural roads.

6. The shared use of footways or footpaths by cyclists and pedestrians will be encouraged unless pedestrian flows are known to be high.

/Continued Overleaf

Supporting Statement

These policies were approved following extensive circulation to the public and cycling organisations of a consultation paper and the consequent analysis of the replies received. The full background and conclusions are included in the Committee Report of 26 July 1983 referred to below. The Committee report of 11 December 1984 is a progress report on the implementation of cycle policy.

References – Further Information	Date of Approval
H&T Committee – 14 December 1982 Agenda Item 7B	14.12.82
H&T Committee – 26 July 1983 Agenda Item 5	26.07.83
H&T Committee – 11 December 1984 Agenda Item 13	11.12.84
H&T Committee – 5 October 1988 Agenda Item 17	05.10.88

Specific Policies [continued]

7. The needs of cyclists and their likely travel patterns will be assessed and provided for where possible in any new highway works.

8. Developers will be encouraged to provide for the needs of cyclists and will be assisted with the assessment of such needs by the County Council.

9. Local organisations will be encouraged where appropriate to develop and provide recreational cycle ways or other facilities.

10. Sponsorship will be explored as a means of providing cycle parking facilities at existing retail and employment premises.

11. Means of funding cycle education training schemes and safety campaigns, including sponsorship and a reasonable charging system, will be investigated.