

## **Business Case for Capital Scheme** **Post Snow Emergency Highway Repair Programme 2013**

### **1. Project Summary**

Project Title	Post Snow Emergency Highway Programme 2013
Version Number	2
Date Created	4 April 2013
Date modified, if applicable	23 April 2013
Author	Melvyn May
Project (Budget) Manager	Melvyn May
Project Sponsor	John Ashworth
Head of Service	Mark Edwards

Is this project already included in the Capital Programme?	No
Is this an 'invest to save' project? (Revenue savings to be shown in Part 5)	No
If this is an ICT project, has the bid been approved by ICT Strategy Board?	N/A

### **Authorisation signatures**

Project Sponsor ..... Date: .....

Head of Service: ..... Date: .....

Corporate Director: ..... Date: .....

### **Note:**

All authorisers are advised to acquaint themselves with the Guidance Notes for Completion of Business Cases before signing off any project. These notes are available from the originator of the project or the Finance Manager Capital and Treasury Management

## 2. Project details

<p><b>Project stakeholders:</b></p>	<p>All users of West Berkshire’s highway network.</p>
<p><b>Project Description: Identify the Business Need</b></p>	<p>There is approximately 1260km of public highway in West Berkshire (more than Reading and Wokingham combined) comprising 116km of A roads, 75km of B roads, 422km of C roads and 648km of unclassified roads. As a consequence, maintenance of the road network presents real challenges, however, using an asset management approach, the Highways and Transport service is now able to identify and treat roads at the right time so as to maximise design life at minimum cost. This ensures the road is maintained at the optimum time without the need for expensive full depth reconstruction projects.</p> <p>The Council’s approach to highway maintenance and asset management is described in the Local Transport Plan 2011 – 2026 (LTP) and the Council’s approved Highway Asset Management Plan.</p> <p>Highway maintenance and improvement is one of the six local transport goals set out in the LTP. The LTP also shows how this goal and the Council’s sustainable approach helps to address other key issues identified in the plan such as safer travel, minimising the impact on the environment and improving accessibility. The LTP confirms that the Council will continue to operate a rolling highway improvement programme refreshed annually through its supporting Implementation Plan.</p> <p>During the period December 2012 to January 2013, a full and detailed analysis was undertaken across the network using the most current survey data to establish the condition of the local network. From this analysis, the 2013/14 Annual Highway Improvement Programme was developed and produced in line with the highway asset management principles as detailed in the Code of Practice for Highway Maintenance Management ‘Well-maintained Highways’, the Transport Infrastructure Assets Code ‘Guidance to Support Asset Management, Financial Management and Reporting’ and the Council’s approved Highway Asset Management Plan. This programme was approved by Individual Decision on the 5 March 2013 by the Executive Member for Planning, Property, Highways and Transport. In accordance with the requirements of the Transport Infrastructure Assets Code, the Annual Highway Improvement Programme is fully funded from the Capital programme.</p> <p>In addition to the LTP Government Grant, the Government made available an additional £599k for highway maintenance under its annual Autumn Statement. This additional capital funding was included when developing the 2013/14 Highway Improvement Programme.</p>

Following prolonged periods of sustained rainfall in November and December and snow fall and freezing conditions in January, the network suffered further damage in addition to the deterioration identified by the annual surveys and the above analysis. As a consequence, the affected roads do not appear in the approved 2013/14 Annual Highway Improvement Programme or any other ongoing repair programme. However they are considered to be of high priority and in need of imminent repair. A list of these additional schemes has been appended to this business case (Appendix A). It should be noted that this is unlikely to be an exhaustive list as other roads in a similar condition may be brought to our attention as the cyclic safety inspections are completed.

In addition to the above, some of the road sections listed within the approved 2013-14 Annual Highway Improvement Programme have also suffered further deterioration following the 2012-13 winter period. As a consequence, the current capital budget is insufficient to fund these additional repairs (Appendix B) and therefore there are two options:

1. Retain the current level of funding and reduce the number of schemes in the approved 2013-14 Annual Improvement Programme in order to accommodate the additional roads.
2. Provide additional capital funding in 2013/14 and extend the programme to include the schemes identified in Appendices A and B. It is suggested that to fund this proposal, Capital is brought forwards from future years.

The total value of this bid is £1.39m

As stated, these roads are considered to be in a critical condition, however, there will be other less critical sections of road which have also suffered deterioration as a result of last winter's conditions which do not appear in any current repair programme but may deteriorate over the 2013/14 winter period. In order to capture and assess these as part of the 3 Year Highway Improvement Programme refresh in December, we are looking to increase this year's survey coverage to 100% on all road classes.

In order to meet the Council's statutory duty in maintaining the network in a safe and useable condition and minimise the Council's exposure to risk and third party claims, temporary 2 hour/24 hour emergency and 28 day permanent pothole repairs continue to be carried out as needed. It should be noted that if option 1 is instructed, resulting in a reduced improvement programme this year, emergency repairs will still be needed to the 28 roads listed in Appendix A until such time that they are included in a future improvement programme. It is estimated that emergency repairs could cost around £450,000 in the first year.

<b>Project Outputs:</b>	<p>To enable the Council to restore the condition of its Highway network to pre-winter conditions.</p> <p>To deliver the approved 2013/14 Annual Highway Improvement Programme without revision.</p> <p>To meet the Council's set service and performance targets.</p>
<b>Alternative Options for Delivery of Business Need (to include reasons why not suitable):</b>	<p>Option 1 is considered to be the default option should the proposal to bring forward capital not proceed. If this is the case then agreement will need to be reached on the schemes to be removed from the programme.</p>

### 3. Project Priority

Does the Project form part of any of the following plans/priorities?

	Yes/No	If yes, specify which one(s)
West Berkshire Council Priority	Yes	Council Strategy 2013 – 2017: Promoting a Vibrant District
West Berkshire Council Outcome	Yes	Infrastructure: Focus on carrying out essential highways maintenance.
Local Transport Plan	Yes	
Asset Management Plan	Yes	Highways Asset Management Plan
Parish Plan	Yes	A high priority in many Parish plans.
Service Plan Priority	Yes	
Other (please specify)		

If this project is not part of one or more of the above plans or priorities why is it required?

N/A
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### 4. Project Management and Timescale

Project Manager	Melvyn May
Methodology used to deliver project	Highways Asset Management Plan  Transport Infrastructure Assets Code 'Guidance to Support Asset Management, Financial Management and Reporting'  Code of Practice for Highway Maintenance Management 'Well-maintained Highways'
Estimated Start Date	May 2013
Estimated Completion Date	November 2013

Detail any flexibility/constraints/ risks to the project timing

Re-assessment of the approved 2013 Annual Highway Improvement Programme and the setting of new priorities in order to protect and minimise the Council’s exposure to risk and third party claims will lead to programme delays and could prevent the successful delivery of the improvement programme this financial year.

Inability to restore the condition of the network and deliver the agreed service/performance targets.

Has a Feasibility Study been carried out?	No
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If not, is one required?	No
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Will this project require involvement from other Services (e.g. Property, ICT)?	No
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If yes, which service, and what involvement?	N/A
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Can the project be resourced sufficiently to allow completion on time?	Yes
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## 5. Project Costs and Funding

### Breakdown of Costs

Feasibility / other studies	Covered in revenue and capital salaries	% of Total Scheme Cost	2
Project Management	Covered in revenue and capital salaries	% of Total Scheme Cost	10
Infrastructure			
Buildings	n/a		
Refurbishment / minor works	n/a		
Vehicles / plant / equipment / machinery	n/a		
VAT ( <i>seek advice if unsure</i> )	n/a		
Other (specify - <b>please note that all projects incurring capital salaries costs MUST explicitly &amp; specifically state to which project it relates</b> )	n/a		
<b>Total Cost of Project</b>	<b>£1.39m</b>		

**Phasing of Spend/Funding**

	2013/2014	2014/2015	2015/2016	Later Years	Total
Funding Source A (specify)	nil	nil	nil	nil	nil
Funding Source B (specify)	nil	nil	nil	nil	nil
Funding Source C (specify)	nil	nil	nil	nil	nil
Balance required from Council Funds	£1.39m				
<b>Total Cost of Project</b>	£1.39m				

**Additional Revenue Costs or Savings as a result of the Scheme***(enter reduced costs/savings as a negative in brackets)***There are no revenue consequences of this project****(uncheck box if this does not apply and complete below)**

	2013/2014	2014/2015	2015/2016	Later Years	Total
Salaries					
Premises Expenses	nil	nil	nil	nil	nil
Supplies & Services	nil	nil	nil	nil	nil
Transport	nil	nil	nil	nil	nil
Income	nil	nil	nil	nil	nil
Net Costs / (Savings)					

**Project Sponsor/Officer comment on Affordability of the Project (link to cost profile above)****Finance Manager Capital comment on Affordability of the Project and impact upon Minimum Revenue Provision and the Capital Programme**

If this is to be funded from within the existing 5 year highways capital programme it would be necessary to reduce the highways capital maintenance programme by £345,000 per year in 2014/15 to 2018/19 to £1,162,000 per year. The effect on revenue funding of capital would be an increase in total revenue spend of £153,000 in 2014/15. The planned increase in revenue spend will then be lower by £38,000 each year from 2015/16 to 2018/19 so that the total revenue spend in 2018/19 will be in line with the existing forecast.

**6. Risk and Reward**

Comment on the Major Risks to Project/Council

Further deterioration of the Council's highway network and loss of asset value.

Increased exposure to risk and third party claims.

Inability to deliver set service and performance levels.

Increased adverse publicity both locally and nationally

#### Comment on Benefits and Benefit Realisation Plan

To enable the Council to meet its Statutory Duty to maintain the network in a safe and useable condition.

To restore the network to its pre-winter condition.

Maintain the value of the highway asset.

To deliver Whole Government Accounts (WGA) and demonstrate that the Council is maintaining its network in accordance with national asset management guidelines.

### 7. Criteria for Success

How will the project be deemed to have been successful? How will this be recognised?

Service delivered to set service/performance targets

Reduced third party claims and financial outlay

Reduced service requests/complaints

What is the plan for Post Project Evaluation and sharing Lessons Learnt?

Summary to be provided in the 2014-2016 Three Year Highway Improvement Programme ID Report.

### 8. Environmental Impact Assessment

Please comment on the Environmental Impact of the project and how it will contribute to the Council's Carbon Management and Efficiency Targets.

Maintaining the condition of the asset to the set service /performance targets will help minimise the need for major road reconstruction and the use of bituminous material. Reducing disruption and inconvenience to road users will also help reduce emissions.



**Winter Damaged Highway Improvement Programme 2013-14**

*These are sections of road which do not form part of any approved programme of repair but are in need of urgent repair following the 2012-13 winter period.*

Location	Road	From	End	Treatment
Aldermaston	A340 Paices Hill	West Gate to AWE	300m north of Roundabout	Inlay
Ashampstead	Aldworth Road	Yattendon Lane	Kiln Hill (Road to Upper Basildon)	Inlay
Beedon	Hailey Lane, Peasemore	Heath Lane	Ball Pit Road	Overlay
Beedon	Westons	Stanmore Road	School	Inlay
Burghfield	Burnthouse Lane, Grazeley	Pingewood Road South	Fullers Lane	Haunch / Inlay
Burghfield	Church Lane	Reading Road	End of Highway	Overlay
Calcot	Bayford Drive	Carters Rise	End of Highway	Inlay
Compton	Un-named Road	Compton Road	Hackney Bottom	Overlay
Compton	Coombe Road	Compton Crossing/New Farm		Overlay
Enborne	Watery Lane, Hampstead Marshall	UNR From Watery Lane	Wheatlands Lane	Surface Dress
Shefford Woodlands	Baydon Road (Wickfield Farm)	B4000	End of Highway	Overlay
Greenham	Bishops Green	A339 Basingstoke Road	District Boundary	Inlay
Greenham	Racecourse Road, Newbury	Greenham Road	Westwood Road	Inlay
Hamstead Marshall	Old Lane, Hamstead Marshall	Un-named Road from Holt Road	UNR from Park Lane	Overlay
Hermitage	Marlston Road, Hermitage	Marlston Farm	Briff Lane	Haunch / Inlay
Hungerford	A338, Hungerford Newtown	To the North of Tally Ho PH	Speed Limit	Inlay
Inkpen	Trapps Hill	Crown and Garter PH	Rolfes Farm	Overlay
Kintbury	Elcot Lane	Hotel	Highway Boundary	Inlay
Newbury	Hambridge Road, Newbury	Bone Lane	Boundary Road	Inlay
Newbury	Highwood Close	80m section		Inlay
Peasemore	Sheepleaze Lane, Peasemore	Hailey Lane	Field Road	Overlay
Speen	Grove Road, Newbury	B4494 Oxford Road	Station Road	Inlay
Streatley	Rectory Road, Streatley	A417	End of Highway	Overlay
Thatcham	Agricola Way, Thatcham	Junction of Pipers Way		Inlay
Thatcham	Crockham Common Road, Crookham	Thornford Road	West of Hyde End Lane	Inlay
Ufton Nervet	Padworth Road, Ufton Nervet	West of Camp Road	Double Mini Roundabouts	Inlay / Surface Dress
Ufton Nervet	A4 Bath Road	Ufton Lane	The Spring Inn	Inlay
Wokefield	Bloomfield Hatch Lane	Cross Lane	Wokefield Park	Inlay

**Winter Damaged Highway Improvement Programme 2013-14**

*These section of road form part of the approved Annual Highway Improvement Programme but have suffered further damage following the 2012-13 winter period.*

Location	Road	Start	End	Treatment
Boxford	Westbrook	Hangman's Stone Lane	End of cul de sac	Pre-patch, Micro Asphalt
Brightwalton	Un-named road and Ash Close	Long Lane	Honesty Bottom	Pre-patch, Surface Dress
Brightwalton	Common Lane	Long Lane	Spray Lane	Pre-patch, Surface Dressing, Micro Asphalt
Hungerford	Church Way	A338 Salisbury Road	Moores Place	Pre-patch, Micro Asphalt
Hungerford	Priory Avenue	Priory Road	Tarrant's Hill	Grouted Macadam inlay
Kintbury	Watery Lane	Old Hat	Un-named road to district boundary	Pre-patch, Surface Dressing
Lambourn	Malt Shovel Lane	B4000 Upper Lambourn Road	Drain Hill	Pre-patch, Micro Asphalt.
Lambourn	Newbury Road	Woodbury	Long Hedge	Inlay
Lambourn	Stony Lane	B4000 Ermin Street	End of public highway	Pre-patch, Surface Dressing
Tilehurst	Partridge Drive	Goldcrest Way	30 m past Curlew Drive	Full depth reconstruction
				<b>Total</b>