



**Powys County Council**

**Highways Asset Management Plan**

**Policy Statement**

**2017**

## INTRODUCTION

## SCOPE

This policy applies to the creation, construction, acquisition, maintenance, and disposal of all Powys County Council (PCC) highway assets.

### Corporate Improvement Plan

**Powys' vision:** "Strong communities in the green heart of Wales"

### How Powys' priorities contribute to the seven national Well Being Goals

	Services delivered for less	Supporting people in the community	Developing the economy	Learning
A prosperous Wales	✓	✓	✓	✓
A resilient Wales	✓			
A healthier Wales		✓	✓	✓
A more equal Wales		✓	✓	✓
A Wales of cohesive communities	✓	✓		✓
A Wales of vibrant culture and thriving Welsh Language			✓	✓
A globally responsible Wales	✓			✓

A key goal is to provide a transport system that helps to keep people mobile and connected and responds to changing needs. Highway Infrastructure underpins the four PCC priorities and provides a significant contribution to the seven National Well-Being Goals.

## POLICY OBJECTIVES

This policy provides guidance for overseeing the management of PCC highway infrastructure assets to ensure that:

- Legislative requirements are satisfied;
- Service delivery is based around the principles of asset management;
- Exposure to risk is limited to acceptable levels;
- The asset continues to deliver a service to the community at an agreed standard of service;
- There is clear information for Members and staff to make informed decisions;
- There are clear allocations of responsibilities for the management of each asset group.

## DEFINITIONS

**Asset:** Any physical item that the council acquires or constructs which gives benefit or service to the community.

**Asset Register:** A record of asset information considered worthy of separate identification.

**Asset Life:** Time from acquisition to disposal or reconstruction.

**Asset Management:** Activities and practices through which PCC optimally manages its physical assets, and their associated performance, risks and expenditures over their lifecycle for the purpose of achieving the organisational strategic plan.

**Highway Asset Management Plan (HAMP):** A tactical plan for managing the Highway infrastructure over the life of the asset to allow the asset to be maintained at an agreed standard of service.

**Level of Service:** The desired measurable service standard set for an asset group.

**Whole Life Costs:** Total cost of an asset over its entire life including Capital and Revenue expenditure.

**Capital Expenditure:** Any expenditure that is used to procure or construct a new asset; upgrade the capability of an asset; make improvements to an asset; make additions to an asset or replace an asset.

**Revenue Expenditure:** Any expenditure that allows an asset to continue providing the agreed level of service standard until the end of life is reached.

## **POLICY DETAILS**

### **1. Asset Planning**

PCC will adopt an asset management planning approach for the management of highway infrastructure assets and where appropriate apply whole of life cycle cost analysis as advocated in publications such as the County Surveyors Society (CSS) Framework for Road Asset Management Planning and PAS 55.

Prior to acceptance proposed capital works schemes will be assessed to evaluate and prioritise proposals. For key asset groups a predetermined member approved criteria developed to satisfy the goals of the Corporate Plan and the Highways Asset Management Plan (HAMP) will be used.

Where appropriate predictive modelling will be used to develop and implement preventative maintenance programs to ensure lowest net life cycle costs.

### **2. Community Expectations**

Information gathered from a range of sources including resident and user surveys; customer contact; demand and community liaison will be used to inform service changes to reflect customer expectations.

PCC will periodically review its asset inventory and identify opportunities for rationalisation in line with any identified requirement to support community expectations.

### **3. Risk Assessment and Management**

PCC will programme regular inspections of the key asset groups to ensure the standard level of service is achieved through recording and identifying of defects.

PCC will maintain and review a Highway Asset Risk Register that will identify the risks associated with the Councils Highway infrastructure and record the controls in place to manage them.

### **4. Asset Accounting**

PCC will maintain asset registers to support Whole of Government Accounting requirements at the level determined within the Highways Asset Management Plan. Data collected will aim to meet the specification set out in the CIPFA Transport Infrastructure Asset Code.

Specific asset life expectancies shall be determined for each key asset group or component based on a combination of past experience within Powys and current benchmarked standards.

Annual Depreciation costs will be calculated using a method set out in the transport asset valuation procedure and reported annually with gross replacement and depreciated replacement cost figures.

## **5. Budget Allocation**

PCC's budgets for highways including the funding for all asset purchase, maintenance and replacement shall be informed by the HAMP.

The allocation of budgets to individual asset groups will be reviewed annually and take into account a range of factors including: the condition of each asset; the level of service achieved in the preceding year(s) shown in the Annual Status and Options Report (ASOR); community expectations and service aspirations. This will assist elected members and officers to allocate the available funding to the most appropriate asset group.

A rolling programme of proposed capital works will be maintained linked to the HAMP; financial plans and corporate strategies. The programme will aim to cover a 3 year period and be subject to review during that period to ensure it reflects current need.

## **6. Highways Asset Management Plan**

The scope of the HAMP covers all of the Council's highway assets including elements such as roads (carriageways), structures (bridges, retaining wall), footways, street lights, traffic signals and street furniture.

The HAMP shall define the management strategies to be adopted throughout the life cycle of the asset.

The HAMP aims to set out for each asset group:

- Predicted future changes in demand;
- Standard level of service;
- The investment required in the maintenance, renewal and replacement of assets required to meet the levels of service considered;
- Methods of performance monitoring and appraisal including condition;
- Financial projections;
- The risks associated with the plan.

## 7. Highways Maintenance Manual

PCC will develop a Highways Maintenance Manual (HMM) setting out key aspects of how highway maintenance will be carried out. The HMM will aim to define how and when:

- Asset inspections are undertaken;
- Reactive repairs are categorised and prioritised;
- Asset condition is assessed;
- Sites requiring surface treatment are identified and prioritised;
- Choice of materials is selected;
- Works programmes are prepared;
- Works are procured and managed;
- Costs are recorded and reported;
- Customer enquiries are recorded and responded to.

## 8. Reporting

The Council will prepare an Annual Status Options Report (ASOR) for key asset elements that summarises:

- The status of each asset group in terms of its condition and PCC's ability to meet its reactive repair standards;
- The result of the previous year's investment in terms of meeting the target service standards;
- A range of options available for future operation of the asset in terms of short, medium and long term predictions of levels of defects and condition that can be expected for different budget levels;
- When the annual budget is set any amendment to the service standards specified in the HAMP will represent an update of the HAMP.

The ASOR will support Portfolio Holder decisions on future investment strategies and service levels.

## 9. Roles and Responsibilities

### Council (Elected Members)

Council comprises all democratically elected members (County Councillors) from the electoral wards within Powys. Council may delegate some of the functions set out below to groups or individuals through the approved constitution.

- To agree a constitution that provides an operating framework including roles; responsibilities and delegated powers for elected members, committees and officers;
- To approve a highway asset management strategy with linkage to the Council's Corporate Plan;
- To approve the HAMP;
- To set agreed levels of service standard and levels of risk for key asset groups;
- To allocate budgets to achieve the levels of service standard set within the HAMP;
- To ensure appropriate resources for the determined level of asset management activities are made available.

### Chief Executive Officer / Strategic Director / Head of Service

- To provide strategic direction and leadership;
- To ensure appropriate asset management policies are in place;
- To review existing policies and develop new policies related to asset management;
- To implement Highway Asset Management Strategies within agreed resources;
- To monitor and review managers and staff in achieving the Highway Asset Management Strategy;
- To ensure accurate and reliable asset information is presented to Members.

### Managers and Staff

- To implement the asset management policy and plan with agreed resources;
- To develop ASOR's for key asset groups and promote improvement strategies for individual asset groups;
- To develop and implement maintenance (revenue) and capital works programmes in accordance with HAMP and budgets;
- To deliver levels of service to agreed risk and cost standards;
- To present information to the Council, Chief Executive Officer, Strategic Director and Head of Service to inform changes in asset management development.

### **Asset Management Working Group**

An asset management working group will be established to assist and have input with strategic asset management planning. Specific staff responsibilities for asset management activities may be defined in the HAMP and reflected in individual position descriptions.

### **ASSOCIATED PROCEDURES AND RELATED POLICIES**

- Constitution
- Corporate Risk Management Policy
- Corporate Asset Management Policy
- Financial Procedures

### **REVIEW DATE**

To be determined.

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