

## Southend-On-Sea Borough Council

### Highways Infrastructure Asset Data Management Strategy

September 2016

#### Purpose of the Strategy

The purpose of our Highways Infrastructure Asset Data Management Strategy is to effectively manage our transport infrastructure assets by proactively collecting all relevant data to a frequency and level of quality that ensures Southend's asset management policy is delivered.

It is acknowledged that all data will be held in suitable decision support systems (DSS), is accessible to all those requiring data access and data security is in accordance with the Southend corporate data security policy.

We have developed this Data Management Strategy so that we can:

- Complete regular life-cycle planning scenarios for all transport infrastructure assets to support Southend's investment modelling.
- Hold and update the most relevant transport infrastructure asset inventory attributes in line with best practice.
- Undertake regular condition surveys of transport infrastructure assets in accordance with the respective Codes of Practice.
- Process all inventory and condition data to develop prioritised annual, 3 and ultimately 5 year works programmes.
- Calculate the Southend transport infrastructure asset valuation in line with the CIPFA asset valuation requirements.

In developing this Strategy, it is our ambition is to:

- Maintain in a serviceable condition and fit for purpose, Southend's transport infrastructure assets.
- Run regular lifecycle planning scenarios for its transport infrastructure assets to inform Southend's investment modeling.
- Establish an accurate transport infrastructure asset inventory to support its decision making.
- Collect transport infrastructure asset condition data using accredited systems and processes and that the outputs are a priorities works programme using optimum interventions.
- Understand the depreciated replacement cost and gross replacement costs for our transport infrastructure assets.

## Strategic Priorities

In 2015 we published our Council Plan and Annual Report setting out the Council's recent achievements, and the need to make significant revenue savings and to look forward for the next three years. It also contains our Corporate Values as set out below:

## Living our Values

Our Corporate Values guide how we go about our work. They provide a framework for everything we do from day-to-day activities to key business decisions:

<b>Excellence:</b>	We aspire for excellence in our work
<b>As one:</b>	We work as one organisation responsible
<b>Responsible:</b>	We are all responsible for the performance of our organisation open & honest
<b>Open and Honest:</b>	We are open, honest and transparent, listening to other's views customer care
<b>Customer Care:</b>	Good customer care is at the heart of everything we do
<b>Supportive:</b>	We support, trust & develop each other

To support the successful delivery of our Corporate Values, it is important that we have a clear understanding of the scope of our transport infrastructure assets, its condition, the optimum investment need, and that the subsequent output is an optimum annual works budget. These will be aligned with the strategic asset management priorities and delivers our asset management policy.

The key data management priorities for Southend on Sea Borough Council are that:

- All critical asset data will have a designated owner, and that owner have responsibilities to comply with the corporate and local data management requirements.
- All data whether procured or from internal condition surveys, is appropriately date stamped and its 'ownership' is with Southend.
- Data collection is undertaken on a risk based approach for frequency, method of collection and the reliability and repeatability of outputs.
- All data collected, or processed is held in the most appropriate DSS for the type of critical asset the data relates.
- We will undertake a review of the present number of DSS used to hold transport infrastructure data so that we can reduce system overlap, multiple uploading of data, and the costs of holding multiple system licences.
- We will archive and dispose of critical asset data only when data has been superseded, the relevant asset has been disposed of and the archived data to be disposed complies with any corporate requirements.
- All data quality, updating, collection and processing is reviewed on a regular basis in accordance with any corporate requirements.

## The Highways Infrastructure Asset Management Plan (HIAMP)

The various documents that make up our HIAMP for a local highway authority is known as the HIAMP. Our HIAMP contains transport infrastructure asset specific policies and data relating to

our respective transport infrastructure asset condition and inventory. These policies are supported by evidence, generally in accord with national policies and affordability which are set out as the affordable levels of service for Southend. Data management is required at various stages in the asset management policy preparation, in supporting our HIAMP.

## Delivering our Objectives

This strategy defines our data management objectives:

1. Use the most cost effective asset collection process and DSS in which to invest our increasingly limited resources.
2. Focus on reducing the numbers of asset systems being used to:-
  - o hold critical asset management data and
  - o deliver improvements to the present and future value of the transport infrastructure assets.
3. Increase the number of our asset management staff who are better informed about our transport asset management inventory and condition data and the number who are more proactively involved in using this data to improve the condition of the transport infrastructure.