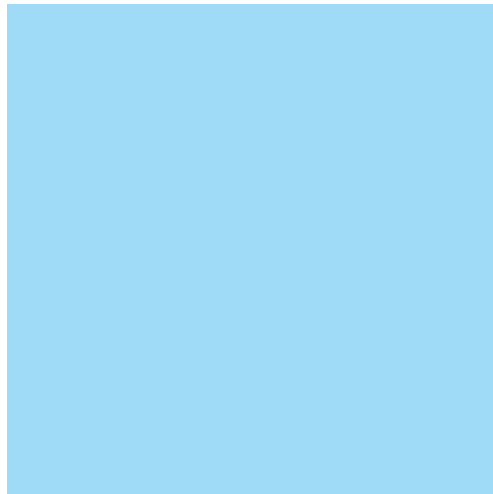




Verge damage & parking Implementation Plan Traffic & Highways



Verge damage & parking Implementation Plan

| Version | Date | Author | Rationale |
|---------|------------|------------|---|
| Draft | 03/09/2021 | Chris Read | New policy, replacing any previous policy in relation highways improvements |

| Authorised by | |
|---------------|------|
| Name | Date |
| Cabinet | TBC |

| Next review | Date |
|-------------|------|
| 1 | TBC |

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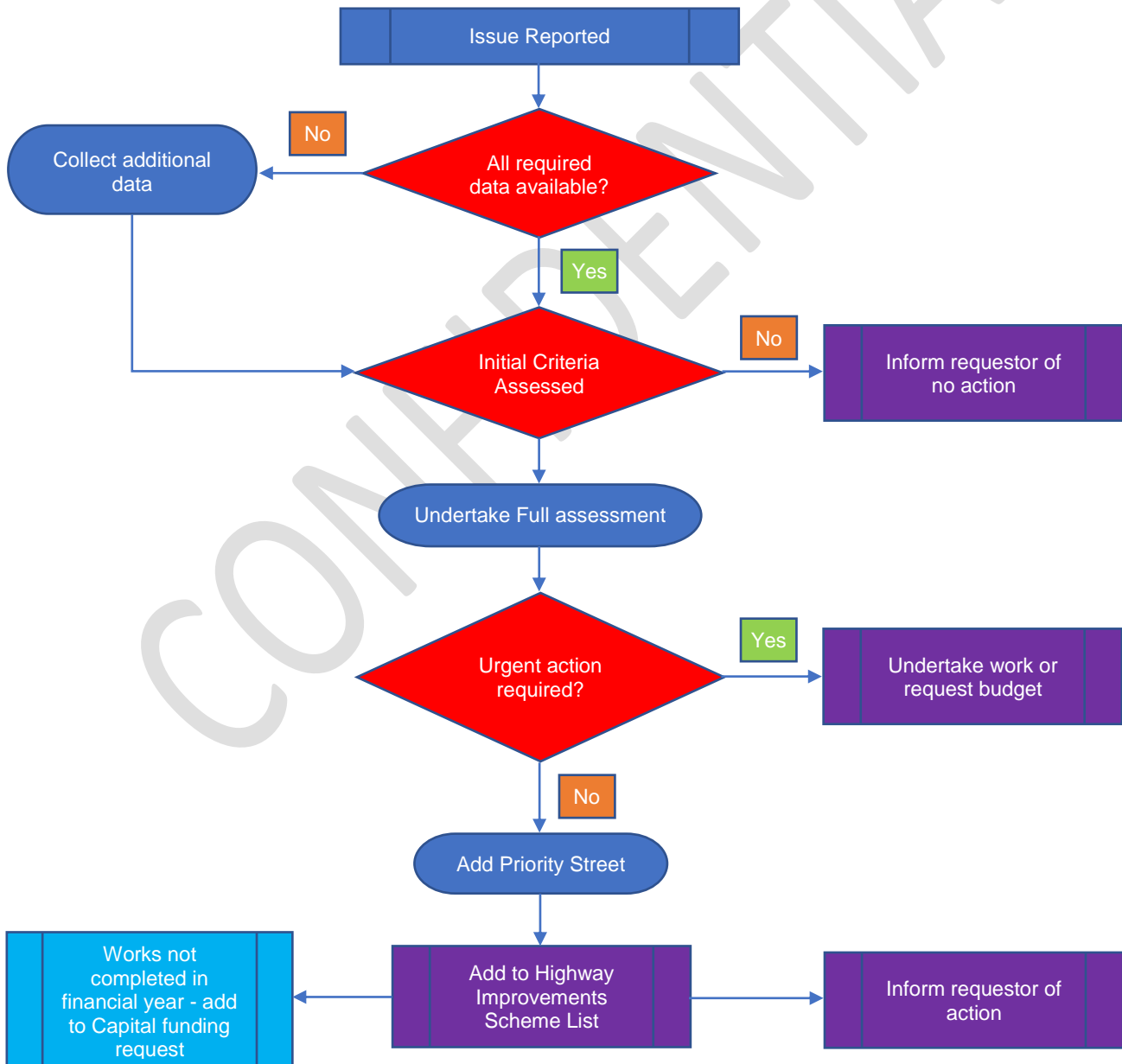
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1. Implementation Plan

It is acknowledged that there are many sites across the Southend borough where parking & verge damage issues are frequently occurring.

It is not feasible to implement measures in all roads to mitigate the issues identified due to limitations with funding and staff resource. Therefore, it is important that individual sites can be prioritised to ensure the most critical sites are addressed initially.

2. Process Map



3. Required Data to undertake Initial Assessment

This assumes a verge issue is raised by a resident/member or from highways/enforcement inspections, then this issue is reviewed by a Traffic & Highways officer for the following criteria:

- Exact location supplied
- Evidence supplied including images
- Damage detailed and any safety issues identified e.g trips/incidents or detritus being carried onto the FW/CW
- Number of reports

4. Initial Assessment Criteria & Review

This review will be undertaken by the Asset Management Team.

Assuming all required data is available then the following criteria must be met to ascertain if any action is required:

- Location supplied – Highway Land confirmed?
- Evidence – is there sufficient evidence supplied to understand the issue
- Damage – is this confirmed
- Previous history – is this first report, if so then supply to Enforcement team to review

5. Full Assessment

If the above initial criteria are met then a full assessment will be undertaken, which will include a site/safety audit. In addition, this will be cross referenced with other required policies, including those for our green infrastructure and parking to ensure additional compliance in these areas.

We have developed a prioritisation assessment tool that allows each site to be assessed against a range of secondary criteria. The assessment tool then provides a total score based on the severity of the issues on site in relation to the criteria.

The criteria include the following, which is in severity order with the most serious at the top along with the score:

- Safety, likelihood of incident (10);
- Restricted Visibility (9);
- Slippery Surface (detritus on CW/FW) (8);
- Damage to Council Owned Asset & current condition (7);
- Maintenance Liability & Condition (1 to 5) (6);
- Impact on Local Services (5);
- Appearance of Local Area (Street Scene) (4);
- Potential Damage to Vehicles (3);
- Accessibility (2);
- Enforcement Resource (1);

As there are levels of severity within each of the criteria, a site can receive a score of 1, 2, or 3. A score of 1 means the criteria score is taken forward. A score of 2 means the criteria score is multiplied by 2 and a score of 3 means the criteria score is multiplied by 3.

For example, if a site is deemed to have major safety issues throughout the site, a total score of 30 can be provided for this criteria. If a site is deemed to have major accessibility issues throughout the site, a total score of 6 can be provided for this criteria. Each site is subject to all the criteria. Therefore, a maximum score for a verge issue site is 165, i.e. each criteria 10 to 1 has been multiplied by 3.

It would be proposed that a priority score >90 would require an intervention, subject to available funding.

6. Interventions

From the site visits and data, it's possible to allocate interventions to each site based on the nature of the issues, the severity of the issues, and any specific circumstances that may be causing the issues.

Utilising this approach, along with any required consultation with residents will enable us to establish the appropriate intervention for each site. These could include but not limited to:

- Bollards or No Verge Parking posts (subject to Decluttering CoP)
- Half & half parking
- Parking restrictions

- Remove verge, either fully or partially
- New layby (for parking)
- Enforcement
- Permit Parking
- Signage, revised road layout
- Vegetation, planters, flowerbeds, additional trees
- Off street parking

It should be understood that we would utilise the scores generated from the assessment criteria as well as any site visit findings. The assessment criteria may not provide this justification on its own and the site visit observations may not provide this justification on its own. However, combining the two, it will be known that one site may be resolved through implementation of parking restrictions whereas the other site needs additional parking.

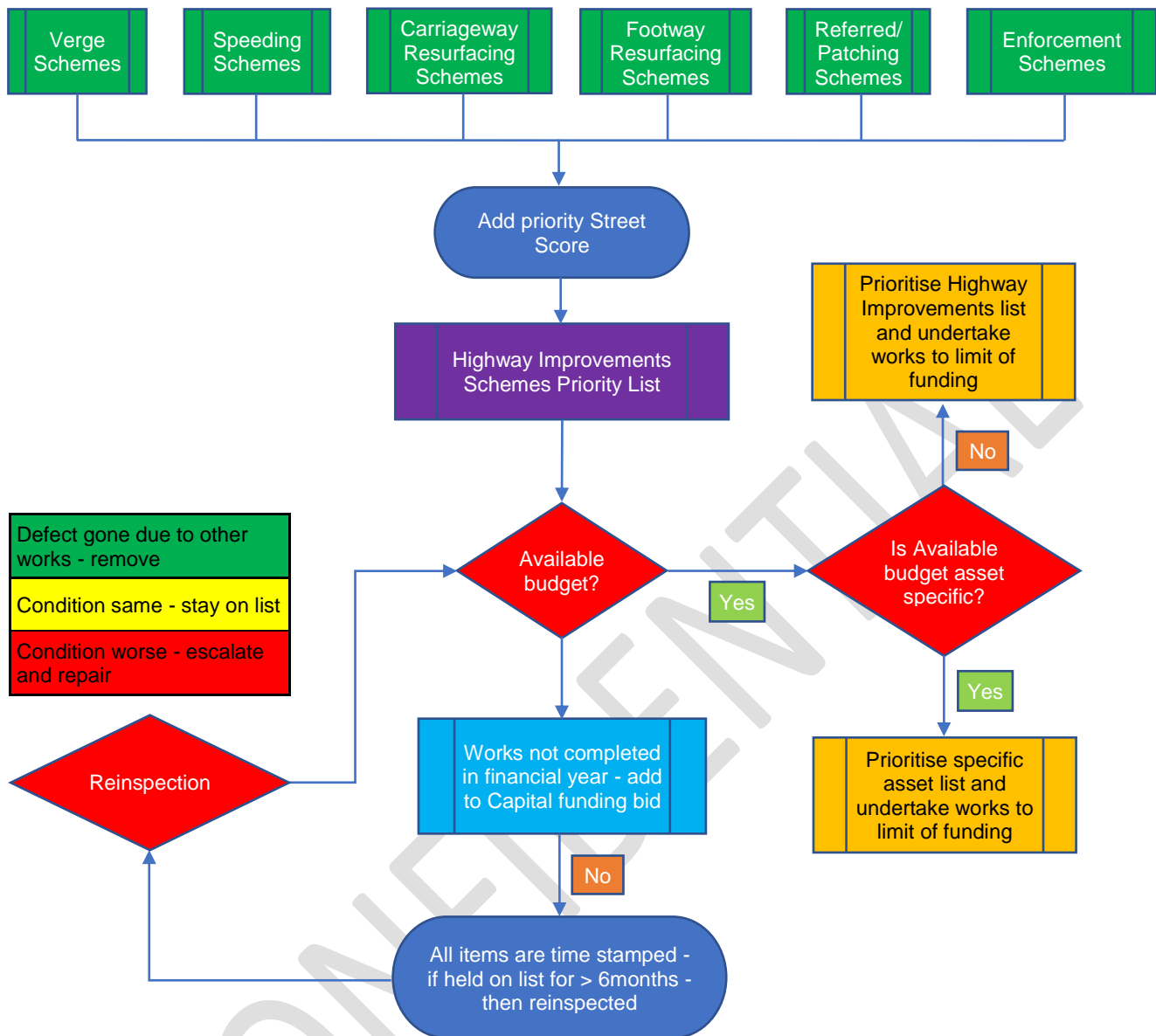
7. Final Process

Once the appropriate intervention is selected, and the priority established, estimates for the required works will be requested. Any works undertaken will be based on the priority order and therefore the priority scores, along with the street risk score, will enable a scheme to be added to the verges scheme list in a priority order. Works will only be undertaken if budget is available, if not the scheme will be placed on the Highways Improvement Scheme list.

Enforcement protocols can now begin against any applicable sites.

Any works remaining on the Highways Improvement Scheme list at year end* (assuming no further budget available) this would be included in an annual request for funding for the following financial year as part of the Highway Improvements programme (see following overall process map).

**Assuming that a process will be followed to submit required bids to cabinet for approval, 'year end' is currently assumed to be 31st December of each year.*



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