

Pothole Fund Application Form



Department
for Transport

Guidance is available at: <https://www.gov.uk/government/publications/pothole-fund-2014-to-2015-application>

Only one application form should be completed per local highway authority.

Applicant Information

Local authority name: Slough Borough Council

Bid Manager Name and position: Mr. Sing-Wai Yu - Team Leader Highway Maintenance & Asset Management

Name and position of officer with day to day responsibility for delivering the proposed scheme.

Aamar Khan – Assistant Engineer (Assessments)

Contact telephone number: 01753 875638 Email address: Aamar.Khan@slough.gov.uk

**Postal address: Slough Borough Council
St. Martins Place
51 Bath Road
Slough
Berkshire
SL1 3UF**

When authorities submit a bid for funding to the Department, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within two working days of submitting the final bid to the Department. The Department reserves the right to deem the business case as non-compliant if this is not adhered to.

Please specify the weblink where this bid will be published:

<http://www.slough.gov.uk/parking-travel-and-roads/roadworks.aspx>

SECTION A – Your Highway

The Department would like to understand more about the highway assets that fall under your statutory duties.

We already collect data from your authority in regards to road lengths but we would like to understand more about the other assets you are responsible for. Please answer the following in your application:

A1: What is the number of bridges owned by your authority with span over 1.5 metres?

40

A2: What is the total number of street lighting columns under your authority's responsibility?

11,154

A3: What is the total number of street lighting columns under your authority's responsibility over 40 years old?

Under 2000

A4: What is the total length of footways under the responsibility of your authority (in /miles)?

369.01 miles

A5: What is the total length of off road cycleways under the responsibility of your authority (in miles)?

12.078 miles

A6: Please provide a weblink to your authority's statement of how the flood recovery funding, awarded in March 2014, has/will be spent:

<http://www.slough.gov.uk/housing/repair-and-renew-grant.aspx>

SECTION B – Potholes

B1: Which of the recommendations arising from the Pothole Review Report has your authority adopted?

Recommendation 3 – Public communications

Recommendation 7 – Informed choices

Recommendation 8 - Guidance on materials

Recommendation 9 – Definition of potholes

Recommendation 10 – Permanent repairs policy

Recommendation 12 – Technology

Recommendation 13 – Guidance on repair techniques

Recommendation 15 – Co-ordinating street works

Recommendation 16 – Minimising highway openings

Recommendation 17 – Research and innovation

The report can be viewed here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/3995/pothole-review.pdf

Please answer the following, including providing supporting information, where applicable:

Question	Yes/No	All 'yes' answers must be supported evidence. Please append supporting information, clearly marking the question number to which the information refers.
A. Has your authority aligned its maintenance programme to the Government's highways maintenance funding years (i.e. 2011-2015 and 2015-2021)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Our expenditure profile on Highway Maintenance during the past 5 years was in excess of the Local Transport Capital Block Funding (Integrated Transport and Highway Maintenance) settlement and we anticipate that our highway maintenance programme expenditure for 2015 – 2021 funding years will be based on the allocation given.
B. Has your authority adopted the principle that 'prevention is better than cure' in determining the balance between structural, preventative and reactive maintenance activities in order to improve the resilience of the highway network and to minimise the occurrence of potholes in the future?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We do condition surveys on the network each year which highlight areas where there may be a problem. This helps us plan our resurfacing programme so we target areas for resurfacing before they deteriorate into requiring reactive maintenance.
C. Has your authority ensured that appropriate competencies have been made available to make the right choices when designing and specifying techniques and materials for the maintenance and repair of	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We carry out yearly condition surveys that give us an idea of the condition of the roads and footways in Slough. We use this to help us decide which roads to include in our annual

<p>highways? Note - these competencies can be secured through training, collaboration with neighbouring authorities or external advice.</p>		<p>surfacing programme.</p>
<p>D. Does your authority co-ordinate with other parties working on the highway short and long term programmes of work activities for up to four years in advance?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Our Streetworks and Network Management Teams co-ordinate works with utility companies, The Highways Agency and neighbouring authorities. Works are co-ordinated from 3 months to 1 year in advance.</p>
<p>E. Has your authority considered the guidance provided in the ADEPT report Potholes and Repair Techniques for Local Highways and adopted as appropriate to your local circumstances?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>We keep a history of major highway works done in the borough in our GIS. This contains the date, area and cost of the works. We have over 10 years worth of works history. The ADEPT report mentions that repair records should be gathered to enable engineering analysis.</p>
<p>F. Has your authority developed a detailed highway inspection manual and have put appropriate training in place for your Highway Inspectors?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>We use the guidance provided in the Well Maintained Highways document. No manual developed but our inspectors have done FNS and NRSWA training.</p>
<p>G. Does your authority use technology and systems for the effective identification and management of potholes?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Each road in the borough is subject to an inspection twice a year. We also carry out condition surveys that assess the surface and structural condition of the highway.</p>
<p>H. Does your authority have a public communications process in place that provides clarity and transparency in the policy and approach to repairing potholes? This should include a published policy and details of its implementation, including the prevention, identification, reporting, tracking and repair of potholes.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Please see the e-form at https://www.slough.gov.uk/parking-travel-and-roads/report-a-highways-issue.aspx . If 'pothole' is selected in the 'nature of request' box, an explanation of our approach to pothole repair is shown.</p>
<p>I. Does your authority monitor public satisfaction with road, footway and cycleway condition and report annually through the National Highways and Transport Public Satisfaction Survey or their own surveys?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>We have used a form to gauge public satisfaction with our resurfacing works in the past (please see annex for an example form). We are looking to re-vamp this form so we can send it out to residents in the future.</p>
<p>J. Does your authority adopt permanent</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>We always try to do a first time</p>

repairs as the first choice when repairing potholes?		repair unless there are traffic management issues or the road is due to be resurfaced soon.
K. Has your authority adopted dimensional definitions for potholes based on best practice as part of its maintenance policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We have set intervention level depths for the footway and carriageway.

B2: Does your authority adopt any innovative methods to help repair potholes? This could include, for example, specialist pothole maintenance crews.

Yes No

If yes, please provide details as an annex as part of your bid.

B3: Does your authority use reporting tools to identify potholes in your local area including:

CTC Fill that Hole

Yes No

Council's Own Web Reporting

Yes No

Other

Yes No

Please specify:

We also use the Fix My Street website, Twitter and elected member surgeries/ forums

B4: Does your authority regularly consult and seek feedback on its highways maintenance regime, including potholes, with key stakeholders?

Local Member(s) of Parliament

Yes No

District, Borough and Parish Councils

Yes No

Local Residents

Yes No

(Including neighbourhood Forums)

Yes No

Business Community

Yes No

Emergency Services

Yes No

If yes, please provide details as an annex as part of your bid.

B5: Does your authority have an up-to-date vision and action plan to improve the walking environment and encourage walking?

Yes No

If yes, please provide a weblink:

[http://www.slough.gov.uk/council/strategies-plans-and-policies/ltp3-supplementary-strategy-documents-\(ssd\).aspx](http://www.slough.gov.uk/council/strategies-plans-and-policies/ltp3-supplementary-strategy-documents-(ssd).aspx)

B6: Please explain how you deliver your duty under NRSWA to 'co-ordinate the execution of works of all kinds', including for example permit schemes, noticing, co-ordination meetings?

We attend internal and external utility co-ordination meetings. The aim of our internal meetings is to co-ordinate all highway activities. The external meetings (Highway Authorities and Utilities Committee) meetings help us co-ordinate our works from utility companies. We are going to consultation with regards to introducing a permit scheme.

B7: What actions does your authority take to ensure road repairs undertaken by other parties (such as utilities companies) meet the standards in the specification?

Inspections regime

Scoring programme

Performance bench-marking

Meetings

Other (please specify) We carry out a coring programme to check the standard of reinstatements

SECTION C – Asset Management

C1: Has your authority adopted the recommendations arising from the Asset Management Strategy Guidance published in May 2013 –

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=5C49F48E-1CE0-477F-933ACBFA169AF8CB> ?

Yes No

Please answer the following, including providing supporting information, where applicable.

Question	Yes/No	All 'yes' answers must be supported evidence. Please append supporting information, clearly marking the question number to which the information refers.
Has your authority got an up to date asset management policy and strategy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please provide a weblink. http://slough.gov.uk/council/strategies-plans-and-policies/transport-asset-management-plan-tamp.aspx
Does your authority communicate relevant information associated with asset management through engagement with your relevant stakeholders when you set requirements, make decisions and report performance?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We have a TAMP steering group and an Asset Management Champion. Our TAMP has been fully adopted by cabinet. We consult with Councillors when drafting the annual resurfacing programme. We also discuss our Single Data List and APSE Benchmarking Indicators with local Councillors.
Does your authority have an asset management register?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We have asset register information for most highway assets in tabular and GIS format.
Does your authority follow lifecycle planning principles which are used to review the level of funding and which will help support investment decisions including long term investment in your assets?.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We are in the process of implating this. We are currently working on lifecycle planning for structures.

C2: As part of your last L-Pack return for Whole Government Accounting requirements for the accounting period 2012/13, can you confirm you submitted the following return:

Carriageway and Footways Yes No
Lighting Yes No
Structures Yes No
Street Furniture Yes No

SECTION D – Efficiencies

D1: Is your authority actively engaged with securing efficiencies for highways maintenance?

Yes No

If yes, please provide additional information on what your authority has done since 2011 including what % efficiency savings (where efficiency savings are defined as delivering a similar or a better outcome at a lower cost) your authority has achieved year on year and what savings you hope to achieve by end of 2014/15.

We are working on improving our Asset Register by adding various information as we collect it. We have taken on some duties in-house when in the past we have asked contractors to do them e.g. producing survey plots and doing condition surveys on the footway. We have decided to stop using high friction surfacing and instead use a high PSV aggregate to achieve a similar skid resistance. We also carry out Textureblasting to improve the skid resistance of our roads. We have internal forums between different teams which help us co-ordinate works more efficiently.

D2: Is your authority exploring or has it already joined with neighbouring local highway authorities or a Highways Maintenance Alliance to achieve economies of scale?

Yes No

If yes, please provide additional information. For example the names of other authorities or the Alliance.

We are part of the Berkshire consortium in procuring Winter Weather Forecasting services and street lighting energy supplies.

D3: Is your authority sharing its efficiency experience and/or case studies with other local highway authorities via the Highways Maintenance Efficiency Programme or other good practice networks?

Yes No

If yes, please provide state where.

We attend seminars held by and are members of the CIPFA Highway Asset Management Planning Network. We have also attended HMEP workshops.

SECTION E – Other

E1: Please provide details on which of the following good practice activities your authority is undertaking for its highways management activities.

Invest to save Yes No
Cross boundary collaboration Yes No

Other (please specify):

We use high PSV surfacing rather than conventional anti skid when we resurface. When we resurface a road we re-use existing Magnetometers (devices used for traffic light control) rather than using new ones. We use a material called Superflex on our concrete roads in order to delay reflective cracking. We have cross boundary agreements with neighbouring authorities for highway maintenance and winter maintenance.

We have also invested in training that has allowed us to do some tasks in-house which we would have previously commissioned to an outside contractor.

We have previously commissioned a video inventory survey which allows us to carry out tasks in the office which we would have previously needed to go on site for.

E2: Do you consider your authority to be an exemplar authority in tackling potholes and undertaking highway maintenance?

Yes No

If yes, please explain why.

We do a lot of preventative highway resurfacing and patching (planned maintenance) to pre-empt the risk of defects becoming potholes. We have a robust inspection regime. We encourage members of the public to report potholes through various means (as described above). Also, as described above, we are eager to try new techniques. We monitor utility works closely and have low insurance claims statistics. We believe that we will be able to do more if more funding is made available to us.

If yes, would your authority be willing to share its experiences more widely with other authorities / organisations?

Yes No

SECTION F: Declarations

F1. Senior Responsible Owner Declaration

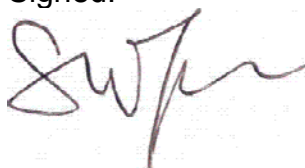
As Senior Responsible Owner for this Pothole Fund Application, I hereby submit this request for approval to DfT on behalf of Slough Borough Council and confirm that I have the necessary authority to do so.

I confirm that Slough Borough Council will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.

Name: Mr. Sing-Wai Yu

Signed:

Position: Team Leader Highway Maintenance and Asset Management



Slough Borough Council Pothole funding bid – Annex

B2: Does your authority adopt any innovative methods to help repair potholes? This could include, for example, specialist pothole maintenance crews.

Yes No

If yes, please provide details as an annex as part of your bid.

Viafix

This material is used for permanent pothole repairs. We have agreed to trial this material and the trial is taking place at the moment.

Rhinopatch

We have tried this technique but the traffic management is expensive and therefore it doesn't provide good value for money.

Ultracrete

We have been using this technique for the past 6-7 years.

Nuphalt

Our contractor has been in discussions with Nuphalt and we will be starting a long term trial in June, with a view to taking up use of the material on a permanent basis.

Cold laying

We have used this process in the past but the material is very expensive.

B4: Does your authority regularly consult and seek feedback on its highways maintenance regime, including potholes, with key stakeholders?

Local Member(s) of Parliament	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
District, Borough and Parish Councils	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Local Residents	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(Including neighbourhood Forums)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Business Community	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Emergency Services	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

If yes, please provide details as an annex as part of your bid.

We send out a consultation document to local MP's and borough councillors before finalising our annual maintenance programme. We are in the process of putting a system in place to consult local residents regarding our surfacing programme. We attend neighbourhood forums. Our Town Centre Manager consults with the business community.

Highways Engineering

Post Works Public Questionnaire

Works on

WATERBEACH ROAD – Extended Carriageway Maintenance Works commencing 25th April 2010..

In order to improve the level of service we provide Slough Borough Council would like to hear your comments about the work and how it was carried out. All responses are treated as confidential and if you choose to give personal information it will only be used only in relation to this particular survey.

If you have any questions about this survey, or the works that were carried out please contact the highways team on 01753 875635.

The aim of the works was to make the road surface smoother, repair any visible faults and lengthen the life of the road.

How satisfied were you with the following items?

Please rate your satisfaction with the following areas on a scale of 1 to 5 where 1 means very dissatisfied and 5 means very satisfied (please circle)

Q.1	Overall satisfaction that the work has met the aims outlined above	1	2	3	4	5	Don't know
Q.2	The information provided to you before the works started	1	2	3	4	5	Don't know
Q.3	The delays and disruption caused by the works whilst in progress	1	2	3	4	5	Don't know
Q.4	The noise levels during the work	1	2	3	4	5	Don't know
Q.5	The attitude and behaviour of the workers	1	2	3	4	5	Don't know
Q.6	The quality of the completed works	1	2	3	4	5	Don't know

How far do you agree with the following statements?

Please rate your level of agreement with the following areas on a scale of 1 to 5 where 1 means that you strongly disagree and 5 means that you strongly agree (please circle)

Q.7	The road works that were carried out made improvement to your surrounding environment.	1	2	3	4	5	Don't know
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Q.8	I had cause to contact the Council about the works	YES			NO		
Q.9	If yes: When I contacted the Council, I was satisfied with the manner that the Council processed my queries	1	2	3	4	5	Don't know

Q.10	How satisfied were you that the contractor addressed the needs of disabled people during the works?	1	2	3	4	5	Don't know
Q.11	How satisfied were you that the contractor provided a service, which was culturally sensitive.	1	2	3	4	5	Don't know

This section is entirely optional but will help us to assess who responds to our questionnaires and whether we are delivering services for all.

Q.12 About you:

Gender: Male Female

Q.13 Do you consider yourself to have a disability: No Yes (please specify):

Q.14 Age:

Q.15 What is your ethnic group?

White: British
Irish
Other White background (please specify)

Q.16 Mixed: White & Black Caribbean
White & Black African
White & Asian
Other mixed background (please specify)

Q.17 Asian or Asian British: Indian
Pakistani
Bangladeshi
Any other Asian background (please specify)

Q.18 Black or Black British: Caribbean
African
Any other black background (please specify)

Q.19 Chinese or other ethnic group: Chinese
Any other ethnic group (please specify)

Q.20 We would welcome any additional comments from you about the works:

Q.21 It helps in our analysis if you can give some details of where you live. This information is strictly confidential and will only be used in relation to this questionnaire.

House Name / Number : _____ Street Name _____
Post Code _____

If you would like to be contacted about any aspect of this scheme then please supply contact details, telephone, email or address (unless provided above).

Please return this questionnaire in the supplied pre paid envelope or by hand to the Council's one stop shop, or any of the Council's offices.

Thank you for your contribution – it will be invaluable in determining how and when works are carried out in the future. Polish
Jeśli chcesz omówić niniejszy kwestionariusz, skontaktuj się z biurem Highways

01753 475111: اگر آپ کو اور پر لکھے ہوئے خط کے بارے میں بات کرنی ہو تو ہائی ویز سے ان نمبروں پر رابطہ کیجئے: Urdu

ਜੇਕਰ ਕਿਸੇ ਨੂੰ ਇਸ ਪੱਤਰ ਬਾਰੇ ਪੰਜਾਬੀ ਵਿੱਚ ਗੱਲ ਕਰਨ ਦੀ ਲੋੜ ਹੋਵੇ ਤਾਂ ਉਹ ਹਾਈਵੇਜ਼ ਨੂੰ ਨੰਬਰ 01753 475111 'ਤੇ ਗੱਲ ਕਰੇ। Punjabi

यदि किसी को इस पत्र के बारे में हिन्दी में बातचीत करनी हो तो वह हाईवेज़ को नम्बर 01753 475111 पर सम्पर्क करे। Hindi